

BRECKLAND COUNCIL

At a Meeting of the

COUNCIL

**Held on Thursday, 18 January 2018 at 10.00 am in the
Anglia Room, The Conference Suite, Elizabeth House, Dereham**

PRESENT

Mr S Askew	Mr A.P. Joel
Mr S.G. Bambridge	Mr R.G. Kybird
Mr W.P. Borrett	Mr K. Martin
Councillor C. Bowes	Mrs S.M. Matthews
Mr R. F. W. Brame	Mrs K. Millbank (Chairman)
Mr M. P. Brindle	Mrs L.H. Monument
Mr T. R. Carter	Mr T. F. C. Monument
Councillor M. Chapman-Allen	Mr J.W. Nunn
Mr S. H. Chapman-Allen	Mr D. R. R. Oliver
Mr P.D. Claussen	Mr R. R. Richmond
Mr J.P. Cowen	Mr W. R. J. Richmond
Mr P. R. W. Darby	Mr M. S. Robinson
Mr P. M. M. Dimoglou	Mr F.J. Sharpe
Mr R.W. Duffield (Vice-Chairman)	Mr I. Sherwood
Mr P.J. Duigan	Mr W.H.C. Smith
Councillor E. Gould	Mr A.C. Stasiak
Mr P.J. Hewett	Mr M. A. Wassell
Mrs T. Hewett	Mrs A M Webb
Mrs J. Hollis	Mr N.C. Wilkin
Mr T. J. Jermy	Mr P. S. Wilkinson

In Attendance

Anna Graves	- Chief Executive
Maxine O'Mahony	- Executive Director of Strategy & Governance (Monitoring Officer)
Rob Walker	- Executive Director Place
Julie Britton	- Democratic Services Officer

1/18 APOLOGIES (AGENDA ITEM 1)

Apologies for absence were received from Councillors Ashby, Clarke, Crawford, Gilbert, Nairn, Newton, Rogers, Taylor and Turner.

2/18 MINUTES (AGENDA ITEM 2)

The Minutes of the meeting held on 7 December 2017 were agreed as a correct record and signed by the Chairman; subject to the word 'ability, being changed to 'mobility' under Minute No. 176/17.

3/18 DECLARATION OF INTERESTS (AGENDA ITEM 3)

None.

4/18 CHAIRMAN'S ANNOUNCEMENTS (AGENDA ITEM 4)

The Chairman wished everyone a very Happy New Year.

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The Chairman's engagement list had been attached to the Agenda. She had not been to many engagements but had been pleased to be invited to the Civic Carol Service on 11 December 2017 which she thoroughly enjoyed.

5/18 LEADER'S ANNOUNCEMENTS (AGENDA ITEM 5)

The Leader focused on the Market Town initiative and highlighted a number of successes since its inception such as rate relief for small businesses, cleaning up graffiti and cleaning up our towns. All this however, did not overcome the problems for small independent High Street shops that had to compete against the likes of out of town retailers and on-line shopping and he announced Breckland's plan to create a 'digital High Street'. This would allow local people a quicker and easier way to shop at their small High Street stores and independent retailers.

Breckland Council would work with website 'ShopAppy' to bring independent shopkeepers together in Attleborough, Thetford, Dereham, Swaffham and Watton to be part of one mobile-friendly website. Customers would be able to browse products from local shops and pay for them in one single transaction, with the added benefit of being able to 'click and collect' their goods from one of the shops or a designated pick-up-point in their town.

Independent stores and small retailers added character to Breckland's High streets but many did not have the resources to have a virtual presence and the Leader felt that it was important to assist them to survive and thrive.

This exciting new venture would help level the playing fields for the towns' independent shops in Breckland that had to compete with the supermarkets and other large retailers.

If Members were in support of this venture Breckland would become the first Council in the district to roll-out such an enterprise. The Council, which would subsidise the first 200 businesses that signed up, costing £10 per month per store, would initially work with ShopAppy for three years as part of its Market Town Initiative with the aim being to ensure each of Breckland's towns remained vibrant and sustainable in the long-term.

As far as the latter was concerned in relation to cleaning up the towns, an urban and industrial waste vacuum cleaner called a 'Glutton', had been purchased. The operative walked in front of it cleaning the streets in the day time allowing for a visual impact that would appeal to passers-by.

He hoped that Members would support these initiatives.

Councillor Wilkinson felt that the digital High Street venture would benefit businesses and the elderly residents.

Councillor Jermy thought this initiative was very good news. He had been involved in the Portas pilot to help rejuvenate the towns' shopping areas and as part of that a great deal of research had been carried out which he would be willing to share with the Leader for this project. He also mentioned the many visitors to the towns and felt that more would be attracted if the Tourist Information Centres were brought back into being and asked if Breckland would be prepared to allow funding for this.

The Leader advised that Breckland Council had increased its funding to Norfolk

wide tourist support.

6/18 QUESTIONS ON NOTICE UNDER STANDING ORDER NO 6 (AGENDA ITEM 6)

None.

7/18 QUESTIONS WITHOUT NOTICE UNDER STANDING ORDER NO 7 (AGENDA ITEM 7)

Following the recent collapse of Carillion, Councillor Jermy asked the Leader if Breckland Council was undertaking any investigations of its own. Members were informed that it was.

Councillor Marion Chapman-Allen asked if the Leader would agree to send a vote of thanks to Mike Brennan who had recently bid farewell to the Council after many years. The Leader was very happy to do so and felt that his service to Breckland Council should be acknowledged. Councillor Wilkin said that he was going to mention Mike's departure under the Planning Minutes. Mike had worked very closely with Members and the Planning Team allowing better communication between them and had been/ and still was a good friend to him and would be sadly missed.

Councillor Brindle asked the Portfolio Holder for Place, Councillor Claussen, if there were any updates on the Cottage Hospital in Thetford. The Executive Director of Place was asked to respond. Members were informed that details were still awaited from the owner as to what their intentions were for the site.

<1> Rob Walker

8/18 CABINET MINUTES (AGENDA ITEM 8)

8 .a 28 November 2017

RESOLVED that the confirmed Minutes of the Cabinet meeting held on 28 November 2017 be adopted.

8 .b 2 January 2018

a. Attleborough Neighbourhood Plan – Making (Adoption) of The Attleborough Neighbourhood Plan (Minute No. 8/18)

This item was discussed under Agenda item 15 (see Minute No 15/18 below).

b. Annual Monitoring Report (Minute No. 09/18)

Councillor Duigan felt that more pressure should be put on developers to start building as he felt that Breckland Council was allowing a great deal of permissions but there was not enough building on the ground.

c. Future Working Arrangements – Housing Strategy and Enabling Service (Minute No. 10/18)

RESOLVED that the Shared Services Agreement (also known as a S113 Agreement) concerning the arrangement relating to the Cabinet resolution (Minute No. 10/18) be entered into and subject to due diligence and preparation of the S113 Agreement, delegated authority be given to the Executive Director of Commercialisation and Shared Strategic Housing Manager to agree the terms of that agreement.

<1>
Matthew Hogan,
Christine Marshall

d. Adoption

RESOLVED that the unconfirmed Minutes of the Cabinet meeting held on 2 January 2018 be adopted.

9/18 OVERVIEW AND SCRUTINY COMMISSION (AGENDA ITEM 9)

RESOLVED that the unconfirmed Minutes of the Overview & Scrutiny Commission meeting held on 14 December 2017 be adopted.

10/18 PLANNING COMMITTEE (AGENDA ITEM 10)

10 .a 20 November 2017

RESOLVED that the confirmed Minutes of the Planning Committee meeting held on 20 November 2017 be adopted.

10 .b 18 December 2017

RESOLVED that the now confirmed Minutes of the Planning Committee meeting held on 18 December 2017 be adopted.

11/18 COMMITTEE OF THE LICENSING AUTHORITY (AGENDA ITEM 11)

RESOLVED that the unconfirmed Minutes of the Committee of the Licensing Authority meeting held on 22 November 2017 be adopted.

12/18 LICENSING COMMITTEE (AGENDA ITEM 12)

RESOLVED that the unconfirmed Minutes of the Licensing Committee meeting held on 22 November 2017 be adopted.

13/18 BETTER BROADBAND FOR NORFOLK PRESENTATION (AGENDA ITEM 13)

Karen O’Kane the Programme Director for Better Broadband for Norfolk, Norfolk County Council, provided Members with a detailed overview of the broadband rollout for the Breckland area (see presentation attached).

The Better Broadband for Norfolk (BBfN) rollout began in 2013 due to the fact that only 30% of Breckland properties had access to Superfast broadband (24Mbps+). At the completion of the first rollout at the end of September 2015 coverage had risen to 79%.

Implementation of the second BBfN contract would be completed at the end of March 2020 where coverage in Breckland was expected to have reached 94%.

The first BBfN contract implemented 680 fibre contracts across Norfolk to serve 42% of Norfolk properties, doubling the coverage.

This second contract would implement over 1,100 further fibre structures to serve another 11% of Norfolk properties. The rollout had been based on the cost to provide a specific fibre solution, divided by the number of properties that would benefit, providing a per property cost.

By the end of September 2017, the second contract had implemented 38 new fibre

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cabinets across Breckland which had provided access to fast broadband for over 4,000 properties.

21 more cabinets in the Breckland district had begun implementation and a further 32 surveys had been completed.

Breckland Council's £950,000 contribution had attracted match funding from the Government, and a proportionate share of £15m of contract one underspend/rebates for higher than expected levels of take-up of superfast broadband services; this equated to £2.50 additional investment in Breckland for every £1 of Breckland funding. This funding was being used to implement broadband infrastructure within Breckland District Council's geographical boundary.

For those properties that had an access speed of less than 2Mbps and no confirmed fibre plan, a Government broadband subsidy scheme was available and at the end of September 2017, over 2,000 applications had been processed for this particular scheme.

Councillor Bambridge, Executive Member for Growth, felt that extreme pressure should be put on the Government to get providers to talk to one another. The Programme Director advised that the most effective way to contact a provider was to write to the Chief Executive.

Councillor Askew asked the Programme Director to elaborate on the voucher scheme. Members were informed that subsidies differed between suppliers and the best advice would be to talk to all of them.

Councillor Wassell felt that the service he received from his provider was excellent but the question he asked was in relation to the exchange lines. Members were informed that the exchange lines were currently under investigation.

Councillor Joel raised concerns about the problems the residents were having in Old Buckenham.

Councillor Kybird mentioned the cost and the communities this rollout would benefit. He also mentioned the Suffolk Scheme which some villages in Breckland came under. The Programme Director asked Councillor Kybird to send her the details in an email; she would then investigate on his behalf.

Councillor Claussen, Executive Member for Place (Health Lead), referred to the lack of 3G/4G hotspots in the Breckland area and speeds these networks should allow and urged Norfolk County Council to lobby hard on Breckland Council's behalf. Members were informed that a digital committee meeting had already been convened for that exact reason.

In response to a question about broadband installation in new properties, Members were informed that the broadband infrastructure must be provided and it was the developers' responsibility to contact the necessary providers.

Councillor Cowen, Executive Member for Finance, thanked the Programme Director for her presentation and for the upgrade in his village but aired a note of caution about 4G/5G coverage being made available at the expense of the mobile provider. The mobile network in many areas of Breckland was virtually non-existent and suggested that Norfolk County Council should also focus on this matter particularly as BT had removed all the telephone boxes in the area. He also mentioned Snetterton, a village in his Ward, where the copper wires for the normal

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phone lines regularly failed. The Programme Manager suggested another Council presentation should be provided in the near future in relation to mobile coverage.

All messages of concern would be fed back to the Government accordingly.

The Chairman thanked Karen O’Kane for her presentation.

14/18 APPRENTICESHIP PROGRAMME (AGENDA ITEM 14)

The Deputy Leader and Executive Member for Strategy, Governance & Transformation presented the report which had already been considered at a meeting of the Overview & Scrutiny Commission.

If approved, Breckland and South Holland District Councils, including the Anglia Revenues Partnership, would commence recruitment in April with two year placements on a fixed term contract beginning September 2018.

RESOLVED that the Apprenticeship Programme, as described in the report, be approved.

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**Kathryn
Ralphs**

15/18 ATTLEBOROUGH NEIGHBOURHOOD PLAN - MAKING (ADOPTION) OF THE ATTLEBOROUGH NEIGHBOURHOOD PLAN (AGENDA ITEM 15)

The Executive Member for Growth had great pleasure in introducing the third Neighbourhood Plan and putting forward the recommendations to the Council. This demonstrated that Parish Councils were taking a serious interest in what was going on around them.

Councillor Martin, a Ward Member for Attleborough had been a member of the town’s Steering Group since the start and therefore supported this Neighbourhood Plan going forward.

Councillor Oliver pointed out that the Town Council had invested a considerable amount of time and resource into this Plan and he implored Members of the Planning Committee to look at it and considerate it when applications came forward. He felt that Attleborough was doing more than its fair share in the amount of housing that was proposed for the town and this Neighbourhood Plan addressed the infrastructure needs.

RESOLVED that:

1. the Attleborough Neighbourhood Plan, as written at the time of the referendum, is “made” as part of the statutory development plan for Breckland Council, as required by paragraph (4) (a) of Section 38A of the Town & Country Planning Act (Option 1) be approved;
2. the decision be published as required by paragraph (9) of Section 38A of the Town & Country Planning Act;
3. Attleborough Town Council and any other prescribed persons be advised about this decision to meet the requirements of paragraph (10) of Section 38A of the Town & Country Planning Act; and
4. the Breckland District Policies Map be amended, to meet the requirements of paragraph 9 of the Town & Country (Local Planning) (England) Regulations 2012.

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**Susan
Heinrich,
Phil
Mileham**

16/18 JOINT APPOINTMENTS AND DISCIPLINARY COMMITTEE (AGENDA ITEM 16)

The Executive Director of Strategy & Governance presented the report.

The difficulties with convening Joint Appointments and Disciplinary Committee meetings were explained and it was felt that these difficulties could be overcome by a change to the Terms of Reference. The report; therefore, recommended that the current membership be reduced from eight Members to six (three from each Council) and a pool of six substitutes be appointed (again three from each Council).

Councillor Jermy felt that this was a sensible approach.

RESOLVED that the Terms of Reference of the Joint Appointment & Disciplinary Committee be amended by:

- a. reducing the membership from the current eight members (four from each Council) to six members (three from each Council);
- b. appointing a pool of six substitutes (three from each Council); and
- c. amending the quorum to six members.

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<2> Mark Stinson

17/18 SHARED OFFICER TRAVEL SCHEME (AGENDA ITEM 17)

The Deputy Leader and Executive Member for Strategy, Governance & Transformation presented the report. He asked Members to note that the advice to introduce a new Shared Officer Travel Scheme had come from KPMG.

RESOLVED that:

1. the implementation of a new Shared Officer Travel Scheme for qualifying Officers to take effect from 1 February 2018 be approved; and
2. delegated authority be given to the Chief Executive to designate new and existing posts as qualifying for the Shared Officer Travel Scheme (based on qualifying criteria), to include the discretionary placement of such posts within the Scheme's management level tiers.

<2> Neil Fordham

<3> Chief Executive, Neil Fordham

18/18 NOMINATIONS FOR COMMITTEE AND OTHER SEATS (AGENDA ITEM 18)

RESOLVED that Councillor Thomas Monument be replaced by Councillor Lynda Turner on the Overview & Scrutiny Commission.

<1> Julie Britton

19/18 AMENDMENTS TO THE CONSTITUTION (AGENDA ITEM 19)

None.

20/18 ANY OTHER ITEMS WHICH THE CHAIRMAN DECIDES ARE URGENT (AGENDA ITEM 20)

None.

The meeting closed at 11:05am

CHAIRMAN