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BRECKLAND COUNCIL

At a Meeting of the

CABINET

Held on Tuesday, 2 January 2018 at 9.30 am in
Norfolk & Dereham Rooms, The Conference Suite, Elizabeth House, Dereham

PRESENT

Mr J.W. Nunn (Chairman)	Mr J.P. Cowen
Mr S. H. Chapman-Allen (Vice-Chairman)	Mr A.C. Stasiak
Mr S.G. Bambridge	Mrs A M Webb
Mr P.D. Claussen	

Also Present

Councillor M. Chapman-Allen	Mrs S.M. Matthews
Mr A.P. Joel	Mr P S Wilkinson
Mr K. Martin	Mr H. E. J. Clarke

In Attendance

Maxine O'Mahony	- Executive Director of Strategy & Governance (Monitoring Officer)
Anna Graves	- Chief Executive
Rob Walker	- Executive Director Place
Simon Taylor-Avery	- Facilities Manager
Alex Chrusciak	- Director of Planning and Building Control
Matthew Hogan	- Strategic Housing Manager
Phil Mileham	- Strategic Planning Manager
Teresa Smith	- Democratic Services Team Leader

Action By

1/18 MINUTES

The minutes of the meeting held on 28 November 2017 were confirmed and signed by the Chairman.

2/18 APOLOGIES

An apology was received from Councillor Robinson.

3/18 URGENT BUSINESS

None.

4/18 DECLARATION OF INTERESTS

None.

5/18 NON-MEMBERS WISHING TO ADDRESS THE MEETING

Councillors Clarke, M Chapman-Allen, Joel, Martin, Matthews and Wilkinson.

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6/18 CHAIRMAN'S ANNOUNCEMENTS (IF ANY)

None.

7/18 BRECKLAND COMMUNITY FUNDING APPLICATIONS (STANDING ITEM)

(a) Breckland Outdoor Sport and Play Fund (DC11 grant awards)

The Executive Member for Growth presented the report asking Members to consider the authorisation of DC121 grant recommendations and authorise the process for distributing residual funds.

Members were reminded that the funding had come from previous unilateral undertakings and would be spent by parishes that had been affected by development.

Reasons

- The projects listed in Recommendation 1 meet the criteria of the scheme.
- The payment of £2,000 to NCF shown in Recommendation 2 reflects their considerable effort in promoting; assessing and monitoring these grant awards.
- The awards listed in Recommendation 3 will result in the DC11 Funds being fully spent to benefit recreational provision in parishes where residential developments have taken place.

Options

- Fully fund the compliant applications with immediate effect.
- Do nothing

It was **RESOLVED** that:

1. the following DC11 grant awards, and to release the funding to applicants via Norfolk Community Foundation be approved:

Attleborough Town Council £1,120, Rocklands Parish Council £5,834, Garnier Village Hall £4,000, Wretham Village Hall £8,580, Tittleshall Parish Council £1,000, Brisley Parish Council £1,725, Ashill Parish Council £2,732, Carbrooke Parish Council £3,080, Swanton Morley Parish Council £2,600, Thetford Town Council £960, Thuxton & Garvestone Village Institute £3,283, Watton Town Council £2,865, Weeting Bowls Club £3,000.

2. A payment of £2,000 to Norfolk Community Foundation for their additional work in delivering this round of DC11 funding be approved.
3. A proposal to distribute the remaining funds of £31,436 between the parish councils in each cluster group. This would result in awards of the following amounts be approved:

Parishes within the Litcham Cluster (Litcham, Lexham, Kempstone, Tittleshall, Rougham, Weasenham All Saints, Weasenham St Peter, Wellingham) £333.75 each.

Parishes within the Mileham Cluster (Mileham, Stanfield, Colkirk,

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Whissonsett, Horningtoft) £583.20 each.

Parishes within the Mattishall Cluster (Mattishall, North Tuddenham, Hockering, East Tuddenham) £667 each.

Swaffham Town Council £2,369.

Parishes within the Weeting Cluster (Weeting with Broomhill, Lyndford, Mundford, Cranwich, Stanford, Ickburgh, Didlington) £284.71 each.

Parishes within the Old Buckenham Cluster (Old Buckenham, New Buckenham, Banham, Kenninghall) £113 each.

Parishes within the Gressenhall Cluster (Gressenhall, Wendling, Beeston with Bittering, Longham, Beetley) £556 each.

Parishes within the Griston Cluster (Griston, Merton, Thompson, Caston) £3,897 each.

8/18 ATTLEBOROUGH NEIGHBOURHOOD PLAN - MAKING (ADOPTION) OF THE ATTLEBOROUGH NEIGHBOURHOOD PLAN

The Executive Member for Growth asked Members to recommend the making (adoption) of the Attleborough Neighbourhood Plan to Council.

Officers were asked to liaise with the Chairman of Planning to ensure that the Planning Committee were fully engaged as it will need to be taken into consideration on any planning applications going forward in the plan area.

The Executive Member of Growth and Commercialisation raised concern that development of houses before work on the link road had commenced would cause major issues within Attleborough (namely traffic). Members were reassured that consultation between Breckland, Norfolk County Council Highways and the developer were underway to explore opportunities for front funding the link road and that the applicant was in dialogue with the Homes and Communities Agency (HCA).

Reasons

It is recommended that Members endorse Option 1 as there was a positive vote in favour for making the Attleborough Neighbourhood Plan through a referendum and there is considered to be compliance with, rather than being incompatible, with European obligations and Human Rights conventions.

Options

- Cabinet to recommend to Council to “make” the Attleborough Neighbourhood Plan and is “made” as part of the statutory development plan for Breckland Council, as required by paragraph (4) (a) of section 38A of the Town and Country Planning Act as “...*more than half of those voting to have voted in favour of the plan ...*”, and to undertake the required publication, advise the Town Council and other prescribed persons and subsequently update the district policies map.
- Cabinet to recommend to Council to refuse to make the Attleborough Neighbourhood Plan where “...*it considers that the Plan would*

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breach, or would otherwise be incompatible with any EU obligation or any of the Convention Rights (within the meaning of the Human Rights Act 1998)."

Recommend to Council:

- 1) That 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 and Country Planning Act (Option1).
- 2) Publish this decision as required by paragraph (9) of section 38A of the Town and Country Planning Act.
- 3) Advise Attleborough Town Council and any other prescribed persons about this, to meet the requirements of paragraph (10) of section 38A of the Town and Country Planning Act.
- 4) Amend the Breckland district policies map, to meet the requirements of paragraph 9 Town and Country (Local Planning) (England) Regulations 2012.

9/18 ANNUAL MONITORING REPORT

The Executive Member of Finance raised concern that the report covered the reporting period 1 April 2016 – 31 March 2017. Therefore the projected number for growth had not been achieved and he felt the report led the reader into false security. He also noted that as a result of a lack of 5-year land supply, many towns and villages had seen much more development than previously anticipated.

Reasons

The recommendation has been made in order to comply with the requirements of Section 35 of the Planning and Compulsory Purchase Act 2004 and Section 35 of the Town and Country Planning (Local Planning) Regulations 2012 in regards to the publication as the authority's annual monitoring report.

Options

The authorities monitoring report represents a factual update about the progress and implementation of the Council's planning policies. It is recommended that Members consider the report and agree its publication of an authorities monitoring report.

RESOLVED that the contents of the report be noted and Members agreed for the monitoring report to be published on the Council's website.

10/18 FUTURE WORKING ARRANGEMENTS - HOUSING STRATEGY AND ENABLING SERVICE

The report was presented by the Executive Member of Growth who set out the proposal relating to the future working arrangements for the Council's Housing and Enabling Service. Breckland had worked in close collaboration with the Borough of Kings Lynn and West Norfolk which allowed a more resilient and effective streamlined service that provided financial savings.

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The report requested to formalise and extend the working relationship for a period of three years.

Reasons

To enable the shared services arrangement between the authority and Borough Council of Kings Lynn and West Norfolk to be formalised and extended for a period of three years, until March 2021.

Options

- **Do Nothing.** Under the 'Do Nothing' option, the current trial shared services arrangement between the authority and BCKLWN will not be extended and will come to an end. The authority would need to consider an alternative resourcing proposal for the service, which would likely include recruiting to the current vacant post within the structure. However, this approach would not generate the same benefits as the current approach, namely the efficiencies in process improved business resilience.
- **Proceed as per the report recommendations.** Under this option, the authority will formalise the shared services arrangement with BCKLWN for a further period of three years. The authority will formalise the arrangement by entering into a s.113 'shared services' agreement. The expected benefits, as listed within the report, will be realised.

RESOLVED that the future working arrangements for the Council's Housing Strategy and Enabling Service, as set out within the report, be adopted.

RECOMMEND to Council that:

A shared services agreement (also known as a S113 agreement) concerning the arrangement relating to the recommendation in 1 above be entered into and subject to due diligence and preparation of the S113 agreement, that delegated authority be given to the Executive Director of Commercialisation and Shared Strategic Housing Manager to agree the terms of that agreement.

11/18 CAR PARKING ORDERS

The Executive Member of Place (Health Lead) commended the report which sought Members approval to revise the Car Parking Orders at Queens Square in Attleborough and Market Place, Pedlars and Pit Lane in Swaffham.

Members were informed that this formed the statutory element of the process to allow for consultation on the parking orders.

Both Attleborough Town Council and Swaffham Town Council had approached Breckland requesting assistance with the restricting of car parking as part of the Market Town Initiative and had been actively involved in the discussions.

Reasons

By amending the Car Parking Orders and enforcing the restricted use of these town car parks, it should result in the increased use by visitors to the market towns. The reasons for making the order are set out in full in the Statement of Reasons attached to the report.

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Options

- That the Car Parking Orders for Car Parks at Queens Square, Attleborough, Market Place, Swaffham, Pedlars, Swaffham and Pit Lane, Swaffham be amended to limit car parking at these locations to 2 hours between the hours of 0800 to 1800 hours.
- That the Council do not amend the Car Parking Orders as far as the current times are concerned, but attempt to take enforcement action on the Car Parking Orders in place at present.
- That the Council consider amending the Car Park Orders to install pay and display parking machines and enforcement throughout the District, which again will increase availability of spaces on a short stay basis.
- Do nothing

RESOLVED:

1. To agree, in principle, that the Breckland District Council (Off-Street Parking Places) Order 2014 be amended in relation to the car parks at Queens Square, Attleborough and Market Place, Pedlars and Pit Lane, Swaffham to limit car parking at these locations between the hours of 8am and 6pm to 2 hours with no return for 1 hour, except for disabled person's vehicles which shall be limited to 3 hours with no return for 1 hour, and to enable the waiting limits to be enforced accordingly.
2. That the draft notice of proposals and statement of reasons attached to this report be approved.
3. That the relevant officers be authorised to undertake the necessary consultation and equality impact assessment.
4. That unless in the opinion of the Executive Member of Place (Health Lead) any significant issues are raised during the consultation process which necessitate a further report to Cabinet, the Facilities Manager and Place Manager be authorised individually, following consultation with the Executive Member of Place (Health Lead), to determine whether or make the proposed Order taking into account all objections and representations received during the consultation period and the proposed equality impact assessment.

12/18 ANGLIA REVENUES AND BENEFITS PARTNERSHIP

The minutes of the Anglia Revenues and Benefits Joint Committee meeting held on 5 December 2017 were noted.

13/18 NEXT MEETING

The arrangements for the next meeting on 6 February 2018 at 9.30am in the Norfolk Room were noted.

The meeting closed at 10.40 am

CHAIRMAN