

Public Document Pack

BRECKLAND COUNCIL

At a Meeting of the

COUNCIL

Held on Thursday, 12 November 2009 at 10.30 am in the
Anglia Room, The Conference Suite, Elizabeth House, Dereham

PRESENT

Mr S. Askew	Mr R.G. Kybird
Mr G.P. Balaam	Mr J.P. Labouchere
Mrs J. Ball	Mr K. Martin
Mr S.G. Bambridge	Mrs S.M. Matthews
Mr W.P. Borrett	Mrs K. Millbank
Mr A.J. Byrne	Mrs L.H. Monument
Mrs M.P. Chapman-Allen	Mr D.G. Mortimer
Mr P.D. Claussen	Mr D.S. Myers
Lady Fisher	Mr J.W. Nunn
Mr P.S. Francis	Mr J.D. Rogers (Chairman)
Mr R.F. Goreham	Mr S. J. P. Rogers
Councillor E. Gould	Mr B. Rose
Mr M.J. Griffin	Mr I. Sherwood
Mr P.J. Hewett	Mr W.H.C. Smith
Mrs D.K.R. Irving	Mr M. Spencer
Mr A.P. Joel	Mrs P.A. Spencer
Mr C.R. Jordan	Mr A.C. Stasiak
Mr R. Kemp	Mrs L.S. Turner
Mr M.A. Kiddle-Morris	Mr N.C. Wilkin

In Attendance

Robert Barlow	- Director of Governance and Finance
Sheila Cresswell	- Member Services Officer
Phil Daines	- Development Services Manager
Mark Finch	- Finance Manager
Lisa Green	- Senior Marketing and Communications Officer
Robert Leigh	- Marketing and Communications Manager
Stephen McGrath	- Member Development Team Leader
Maxine O'Mahony	- Director of Organisation Development
Mark Stanton	- Economic Development Manager
Mark Stokes	- Deputy Chief Executive
Ian Vargeson	- Member Services Manager
Robert Walker	- Director of Community Services
Richard Wills	- Breckland Pride Coordinator

120/09 REMEMBRANCE

At the commencement of the meeting Members observed a silence in memory of former Breckland Councillors John Bowyer and Captain Mansbridge, as well as all those who had died in defence of their country since 1914.

121/09 MINUTES (AGENDA ITEM 1)

The Minutes of the meeting held on 1 October 2009 were confirmed as a correct record and signed by the Chairman.

Action By

Action By

122/09 APOLOGIES (AGENDA ITEM 2)

Apologies for absence were received from Councillor C. Bowes, Mr S. Chapman-Allen, Mr R. Childerhouse, Mr P. Cowen, Mr R. Duffield, Mr P. Duigan, Mr M. Fanthorpe, Mrs T. Hewett, Mr T. Lamb, Mr I. Monson, Mrs P. Quadling, Mr F. Sharpe, Mrs A. Steward and Mr D. Williams JP.

123/09 DECLARATION OF INTEREST (AGENDA ITEM 3)

The following declarations of interest were noted:

Mr P. Claussen : A personal and prejudicial interest in Development Control Committee Minute No. 160/09 (h) as it referred to his own property.

Lady K. Fisher : A personal and prejudicial interest in Agenda Item 13: Moving Thetford Forward; and the Overview and Scrutiny Commission Minute No. 97/09 regarding Thetford Growth Point – subject to specific items being discussed.

124/09 CHAIRMAN'S ANNOUNCEMENTS (AGENDA ITEM 4)

The Chairman began by congratulating Mrs A. Steward and Mr B. Borrett on their new appointments with Norfolk County Council. He also congratulated Mr M. Kiddle-Morris on his appointment as the new Executive Member for Economic and Commercial Services.

He then drew Members' attention to the Welcome Home Parade which had been organised for the morning of Friday, 4 December in Dereham. This would be an opportunity for everyone to welcome the Light Dragoons back to Norfolk, and to express thanks and appreciation for the courage and devotion to duty shown whilst on tour in Afghanistan.

The Pride in Breckland team, in conjunction with Archant Press, had produced a souvenir "*Welcome Home*" brochure, which would be available on the morning of the parade. The minimum donation requested would be £1.50 per issue, and all funds would go directly to the Light Dragoons' Charitable Trust (all production costs having been covered by Breckland District Council and Archant Press).

Breckland Council was proud to support this Parade, and to acknowledge the integral part played by the armed forces in the community.

He concluded by telling Members that the "Pride" Officer, Richard Wills, was present and able to answer any queries about the parade. Advanced copies of *Welcome Home* were also available for Members.

The Chairman then detailed the events he had attended since the last meeting, drawing attention to a particularly good lecture held on 7 November as part of the Tom Paine 200 Celebrations.

He had also laid a wreath on behalf of Breckland Council at the Memorial event held in Watton on Sunday 8 November.

Engagements List – Chairman
1st October, 2009 to 11th November, 2009

Date	Event	Host
1 st October, 2009	Opening of revamped wildlife area and overseeing the dedication of a friendship bench by the Duke of Gloucester	Gooderstone Primary School
2 nd October, 2009	30 th Anniversary Celebrations	Plandescil Consulting Engineers
11 th October, 2009	A Service of Praise and Thanksgiving for Suffolk's Harvest, followed by Hog Roast	The Mayor of St. Edmundsbury, Councillor Mrs. Patricia Warby
21 st October, 2009	Swearing of Newly Appointed Justices of the Peace	Advisory Committee on Justices of the Peace for the County of Norfolk
23 rd October, 2009	Official Opening of the new Own Skills Centre, Wayland Community High School, Watton	Wayland Community High School, Watton
23 rd October, 2009	Civic Reception and Buffet	Chairman of Broadland District Council, Councillor Mrs. Joella Cottingham and Mr. Laurie Cottingham
25 th October, 2009	Justice Service, followed by drinks	The High Sheriff of Norfolk, Robert Carter DL
7 th November, 2009	Tom Paine 200 Celebrations Lecture and Buffet Reception	Thetford Society – Tom Paine 200 Celebrations
8 th November, 2009	Remembrance Day Parade and Poppy Laying Ceremony	British Legion, Watton

Action By

125/09 CABINET MINUTES - 27 OCTOBER 2009 (AGENDA ITEM 5)

Action By

(a) Budget Setting (Minute No. 98/09)

Having been absent from this meeting, the Leader of the Opposition had sent in some comments in advance, and he expressed his thanks to the Chairman for having included these during the discussion.

With reference to the Dereham Memorial Hall, and speaking as a Town Councillor, the Leader of the Opposition said that he understood that negotiations between the two Councils had been – and continued to be – positive. He felt this to be a particularly worthwhile project, not just in terms of Dereham, but also with respect to Norfolk. The architect's plans were exciting and he believed that it would be a real achievement for a town like Dereham to raise £2.2 million and to undertake a project of this size.

(b) Active Land Management (Minute No. 99/09)

Again, the Leader of the Opposition expressed his delight that the Council was looking to refine this policy. Whilst the Council had a duty to maximise its assets and to commit to building social housing where possible, he believed it was also crucial that the siting of social housing should be given full care and consideration.

The Deputy Leader agreed that any proposed social housing would need to be balanced carefully against the Council's ongoing responsibility to existing local residents, as well as any potential impact to wildlife. He felt confident that the Land Management team would push forward with this new framework, and report back to Council before too long.

Steve Udberg

(c) Member Development Charter Plus (Minute No. 100/09)

RESOLVED that Breckland Council sign up to working towards Member Development Charter Plus status.

Stephen McGrath

(d) Draft Calendar of Meetings (Minute No. 102/09)

RESOLVED that the schedule of Council and Committee meetings for 2010-2011 be approved.

(e) Grant Panel and Funding Recommendations (Minute No. 103/09)

Mr A. Joel, as Ward representative for Old Buckenham, expressed his thanks on behalf of the local community, that the proposed Match Funding application to help refurbish the Village Hall had been approved in principle. The Hall was well used and so this help would be much appreciated.

Action By

- (f) REVActive Project Match Funding (Minute No. 104/09)

RESOLVED that:

- 1) the investment of up to £228,000 in the REVActive project over four years starting in the financial year 2009/10 as set in the project budget spreadsheet within the report be approved, subject to:
 - i) a satisfactory review of the REV Programme budget being carried out by the Audit Committee meeting on 13 November 2009; and
 - ii) external funding being secured.
- 2) an annual report be received on the performance of the project and a final evaluation report be received at the end of the project.

Mark Stanton

- (g) Adoption

RESOLVED that the unconfirmed Minutes of the Cabinet meeting held on 27 October 2009 be adopted.

126/09 OVERVIEW AND SCRUTINY COMMISSION - 15 OCTOBER 2009 (AGENDA ITEM 6)

In the absence of the Chairman of this Committee, the Vice-Chairman had been asked to express his thanks to Mr M. Kiddle-Morris for his work as a member of the Overview & Scrutiny Commission. Also to welcome the new members who would become involved in Overview and Scrutiny as a result of the recent changes to the Executive Board.

- (a) Report for Consultation – Discretionary Rate Relief Guidelines (Minute No. 98/09)

The Vice-Chairman mentioned that at the meeting there had been some concern about some of the suggested changes to the guidelines used when determining the granting of discretionary rate relief to organisations. It had therefore been decided to set up a Task & Finish Group to review these guidelines, before reporting back to the Overview and Scrutiny Commission in due course. He understood that this new group was due to meet soon.

- (b) Investors in People (Minute No. 99/09)

The Member Services Manager pointed out that in the penultimate paragraph the words "...the new stress management programme that had been rolled out this year", should actually read "... will be rolled out this year."

(c) Adoption

RESOLVED that, subject to (b) above, the unconfirmed Minutes of the Overview & Scrutiny Commission held on 15 October 2009 be adopted.

127/09 DEVELOPMENT CONTROL COMMITTEE - 12 OCTOBER 2009 (AGENDA ITEM 7)

RESOLVED that the confirmed Minutes of the Development Control Committee meeting held on 12 October 2009 be adopted.

128/09 DEVELOPMENT CONTROL COMMITTEE - 2 NOVEMBER 2009 (AGENDA ITEM 8)

RESOLVED that the unconfirmed Minutes of the Development Control Committee meeting held on 2 November 2009 be adopted.

129/09 AUDIT COMMITTEE - 29 SEPTEMBER 2009 (AGENDA ITEM 9)

(a) Commercial Property (Minute No. 67/09)

RESOLVED that

- (1) commercial property should not normally be let without either a directors' or parent company guarantee and any exceptions to this rule should be brought to the attention of the Lead Member for commercial property; and
- (2) for any report with an associated risk register, the risk register should accompany the report.

(b) Adoption

RESOLVED that the unconfirmed Minutes of the Audit Committee meeting held on 29 September 2009 be adopted.

130/09 APPEALS COMMITTEE - 28 OCTOBER 2009 (AGENDA ITEM 10)

RESOLVED that the unconfirmed Minutes of the Appeals Committee meeting held on 28 October 2009 be adopted.

131/09 LICENSING COMMITTEE - 21 OCTOBER 2009 (AGENDA ITEM 1)

(a) Gambling Policy (Minute No. 9/09)

RESOLVED that, subject to replacing the request for a basic Criminal Records check with a requirement for all new applicants to sign a declaration detailing any previous relevant convictions, the revised Gambling Statement of Principles be adopted.

Action By

**Stephanie
Butcher**

Action By

- (b) Adoption

RESOLVED that the unconfirmed Minutes of the Licensing Committee meeting held on 21 October 2009 be adopted.

132/09 STANDARDS COMMITTEE - 27 OCTOBER 2009 (AGENDA ITEM 12)

- (a) Review of Standards Committee: May 2008-October 2009 (Minute No. 41/09)

Referring to paragraph 5, the Chairman pointed out that the Review had not specifically mentioned Breckland in its report when highlighting the fact that there was a lower number of formal complaints than might have been expected given the large number of Parish Councils in the district.

The point being made was that there was an element of concern that lower levels of returns from some parish councils could be because some might not be fully aware of the various standards procedures.

- (b) Adoption

RESOLVED that the unconfirmed Minutes of the Standards Committee meeting held on 27 October 2009 be adopted.

133/09 MOVING THETFORD FORWARD BOARD - 17 SEPTEMBER 2009 (AGENDA ITEM 13)

RESOLVED that the unconfirmed Minutes of the Moving Thetford Forward Board meeting held on 17 September 2009 be adopted.

134/09 BRECKLAND AREA MUSEUMS COMMITTEE - 2 OCTOBER 2009 (AGENDA ITEM 14)

In the absence of the Chairman, the Vice-Chairman presented these Minutes.

RESOLVED that the unconfirmed Minutes of the Breckland Area Museums Committee meeting held on 2 October 2009 be adopted.

135/09 NOMINATIONS FOR COMMITTEE AND OTHER SEATS (AGENDA ITEM 15)

The Leader of the Council thanked Councillors A. Steward and B. Borrett for their recent hard work in their key roles, including in the Cabinet and Development Control Committees.

As a result of proposed changes to the Executive team, owing to the resignation of Mrs A. Steward, and her replacement by Mr M. Kiddle-Morris, he announced the following:

Action By

- Mr D. Myers to replace Mr M. Kiddle-Morris on the Overview and Scrutiny Commission.
- Mr D. Myers to replace Mr M. Kiddle-Morris on the Parking Task & Finish Group.
- Mrs A. Steward to replace Mr M. Kiddle-Morris on the Local Development Framework Task & Finish Group.

He also formally requested Council's permission to undertake a Constitutional Review of the Committee structure, including sizes and roles - as well as some of their specific remits - since it had become apparent that some Committees were now too large and there was occasionally duplication of work.

RESOLVED that a Review of Breckland Council's committee structure be undertaken, with a report to Council in due course.

136/09 CALENDAR OF MEETINGS 2010/11 (AGENDA ITEM 16)

RESOLVED that the Calendar of Meetings, as covered under Agenda Item 5 above (Cabinet Minutes for 27 October 2009), be adopted.

137/09 YOUTH COUNCIL MINUTES - 16 SEPTEMBER 2009 (FOR INFORMATION) (AGENDA ITEM 17)

The unconfirmed Minutes of the Breckland Youth Council meeting held on 16 September 2009 were noted.

The meeting closed at 11.00 am

CHAIRMAN