

**CABINET**

**MINUTES OF THE MEETING HELD ON 4 NOVEMBER 2015**

**AT 4.30 PM**

**IN THE COUNCIL CHAMBER, WILLITON**

**Present:**

Councillor A H Trollope-Bellew..... Leader

Councillor M Dewdney  
Councillor S J Pugsley  
Councillor D J Westcott

Councillor C Morgan  
Councillor K Turner

**Members in Attendance:**

Councillor G S Dowding  
Councillor A P Hadley  
Councillor R P Lillis  
Councillor N Thwaites

Councillor S Y Goss  
Councillor B Heywood  
Councillor B Maitland-Walker

**Officers in Attendance:**

Assistant Chief Executive (B Lang)  
Assistant Director Resources (P Fitzgerald)  
Assistant Director Energy Infrastructure (A Goodchild)  
CIM Fund Manager (L Redston)  
Interim Assistant Director Property and Development (T May)  
Meeting Administrator (K Kowalewska)

**CAB56     Apologies for Absence**

Apologies for absence were received from Councillors M Chilcott and K Mills.

**CAB57     Minutes of the Meeting held on 14 October 2015**

(Minutes of the Meeting of Cabinet held on 14 October 2015 - circulated with the Agenda.)

**RESOLVED** that the Minutes of the Meeting of Cabinet held on 14 October 2015 be confirmed as a correct record.

**CAB58     Declarations of Interest**

Members present at the meeting declared the following personal interests in their capacity as a Member of a County, Parish or Town Council:

<b>Name</b>	<b>Minute No.</b>	<b>Member of</b>	<b>Action Taken</b>
Councillor C Morgan	All	Stogursey	Spoke and voted
Councillor A Trollope-Bellew	All	Crowcombe	Spoke and voted
Councillor K Turner	All	Brompton Ralph	Spoke and voted
Councillor D Westcott	All	Watchet	Spoke and voted
Councillor S Goss	All	Stogursey	Spoke
Councillor B Maitland-Walker	All	Carhampton	Spoke
Councillor N Thwaites	All	Dulverton	Spoke

**CAB59     Public Participation**

Richard Lane, Trustee, and Kate Slade, Treasurer, of Cannington Village Hall spoke on Agenda Item 8 – HPC Planning Obligations Board – Allocations of CIM Funding requesting that Members support the Cannington Village Hall project and an explanation was provided as to why match funding was not sought for this project.

**CAB60     Forward Plan**

(Copy of the Forward Plan for the month of December 2015 – circulated with the Agenda.)

The purpose of this item was to approve the Forward Plan.

**RESOLVED** that, subject to amending the Budget Monitoring Quarter 2 Report to read 2015/16 and deleting Earmarked Reserves Review, the Forward Plan for the month of December 2015 be approved.

**CAB61     Cabinet Action Plan**

(Copy of the Action Plan – circulated with the Agenda.)

**RESOLVED (1)** that CAB53 – Discretionary Business Rate Relief Policy be deleted as actioned.

**RESOLVED (2)** that CAB55 – Seaward Way, Minehead – Land Sale for Employment Use be deleted as actioned.

**CAB62     Budget Savings 2015/16 and Earmarked Reserves Review**

(Report No. WSC 156/15 – circulated with the Agenda.)

The purpose of the report was to recommend to Council to share details of the review of current year budgets and earmarked reserve balances, and to seek approval to transfer identified savings to general reserves.

In the absence of the Lead Member for Resources and Central Support, the Assistant Director for Resources presented the report and advised that

in view of the Council's financial position, in-year budget savings had been identified in the current financial year and the review of earmarked reserves had been brought forward in order to improve financial resilience by increasing the reserves balance and to achieve more flexibility by using reserves to help towards next year's budget setting. The Assistant Director further advised that the general reserves balance contained within the report did not reflect the supplementary estimate amount allocated for asset compliance reviews (Minute No. CAB65 refers).

The Leader proposed the recommendations of the report, which were duly seconded by Councillor M Dewdney.

During consideration of this item, the Assistant Director Energy Infrastructure responded to questions regarding the Hinkley Corporate Cost Earmarked Reserve.

**RESOLVED (1)** that it be recommended to full Council to approve the transfer of in year revenue budget savings of £212,092 to general reserves.

**RESOLVED (2)** that it be recommended to full Council to approve the transfer of £156,119 from earmarked reserves to general reserves.

**RESOLVED (3)** that it be recommended to full Council to approve the reclassification of the £105,000 Hinkley Section 106 funded 'low cost starter homes' scheme from capital to revenue budget in lieu of redistribution of existing loans pool.

**CAB63 HPC Planning Obligations Board – Allocations of CIM Funding**

(Report No. WSC 154/15 - circulated with the Agenda.)

The purpose of the report was to present the recommendations of the Hinkley Point C Planning Obligations Board, for the allocation of monies from the Community Impact Mitigation (CIM) Fund secured through the Section 106 legal agreement for the Site Preparation Works at Hinkley Point.

In the absence of the Lead Member for Resources and Central Support, the Assistant Director for Energy Infrastructure presented the report and provided detailed information on the two applications for CIM funding.

The Leader proposed the recommendation which was duly seconded by Councillor K Turner.

In light of various concerns raised regarding the lack of match funding for the Cannington Village Hall project and the missed opportunity to use the CIM fund to maximise benefits for the Cannington community, the proposer and seconder agreed to add an additional recommendation to 3.2.1, to read "That a letter is written to both Cannington Village Hall Committee and Cannington Parish Council setting out West Somerset

Council's expectation that any further applications proposing to utilise the CIM Fund ring-fenced for Sedgemoor (and in particular Cannington) do make every effort to draw in match funding from other sources, to ensure that the CIM Fund is used to maximum effect."

Members expressed support for the Victoria Park Community Centre application stating it was a worthy project and would provide very valuable amenities to the area.

**RESOLVED** that it be recommended to Council to endorse the recommendations of the Hinkley C Planning Obligations Board as follows:

(1)(a) The release of £186,186 from the CIM Fund ring-fenced for Sedgemoor (and in particular Cannington) to Cannington Village Hall Committee for the Cannington Village Hall improvement project.

(1)(b) That a letter be written to both Cannington Village Hall Committee and Cannington Parish Council setting out West Somerset Council's expectation that any further applications proposing to utilise the CIM Fund ring-fenced for Sedgemoor (and in particular Cannington) do make every effort to draw in match funding from other sources, to ensure that the CIM Fund is used to maximum effect.

(2) The release of £14,524 from the CIM Fund ring-fenced for Sedgemoor (and in particular Bridgwater) to the Victoria Park Community Centre for the delivery of the Digital Inclusion and Job Club project.

**CAB64      Licensing Officer Post – West Somerset Council**

This item was withdrawn.

**CAB65      WSC Asset Property Portfolio Compliance Status Report**

(Report No. WSC 157/15, circulated with the Agenda.)

The purpose of the report was to provide Cabinet with a position statement of its statutory and regulatory compliance responsibilities related to its land and property asset portfolio.

The Interim Assistant Director for Property and Development presented the item and outlined the key areas contained within the report, advising that a lot of work had been undertaken to develop a comprehensive asset database in terms of maintenance, compliance and financial liabilities. He highlighted the main surveys, inspections and testing that required immediate attention and the budgetary implications. The Interim Assistant Director also confirmed that he would report back to Council with recommended options on how best to manage the Council's assets in the future.

The Leader proposed the recommendations which were duly seconded by Councillor M Dewdney.

It was noted that there was a health and wellbeing impact regarding statutory and regulatory compliance responsibilities and the report should be updated to reflect this.

Members enquired as to what would happen to any unspent monies allocated for urgent works at the end of the financial year, and the Assistant Director for Resources advised if there were works that needed to be carried out in the new financial year, the budget balance would be carried forward.

In response to a question, the Interim Assistant Director for Property and Development confirmed that most of the works scheduled would be carried out through tendered frameworks currently in place and would adhere to HSE standards.

**RESOLVED (1)** that the compliance status report as a baseline in understanding the level of compliance of the Council's land and property asset portfolio be noted.

**RESOLVED (2)** that it be recommended to full Council to approve a Supplementary Estimate for the 2015/16 Revenue Budget of £80,000, funded from reserves, to undertake the necessary condition surveys, inspections and testing.

**RESOLVED (3)** that the creation of an ongoing annual compliance budget of £50,000 to be incorporated into the 2016/17 budget estimates and Medium Term Financial Plan, requiring savings needed to fund this increase to be identified through the budget setting process, be supported.

The meeting closed at 5.17 pm