

**CABINET**

**MINUTES OF THE MEETING HELD ON 6 AUGUST 2014**

**AT 4.30 P.M.**

**IN THE COUNCIL CHAMBER, WILLITON**

**Present:**

Councillor T Taylor.....Leader

Councillor K V Kravis  
Councillor C Morgan

Councillor A H Trollope-Bellew  
Councillor D J Westcott

**Members in Attendance:**

Councillor S Dowding  
Councillor S Goss  
Councillor A P Hadley  
Councillor B Heywood

Councillor E May  
Councillor P H Murphy  
Councillor D J Sanders

**Officers in Attendance:**

Director – Operations and Deputy Chief Executive Officer (S Adam)  
Monitoring Officer (B Lang)  
Assistant Director – Resources (P Fitzgerald)  
Assistant Director – Housing and Community Development (S Lewis)  
Efficiencies and Performance Manager (K Batchelor)  
Administrative Support (R Bryant)

**CAB22 Apologies for Absence**

Apologies were received from Councillors K M Mills, S J Pugsley and K H Turner.

**CAB23 Minutes**

(Minutes of the Meeting of Cabinet held on 2 July 2014 – circulated with the Agenda.)

**RESOLVED** that the Minutes of the Meeting of Cabinet held on 2 July 2014, be confirmed as a correct record.

**CAB24 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:-

| Name              | Minute No. | Member of | Action Taken    |
|-------------------|------------|-----------|-----------------|
| Cllr D J Westcott | All Items  | Watchet   | Spoke and voted |
| Cllr P H Murphy   | All Items  | Watchet   | Spoke           |
| Cllr S Goss       | All Items  | Stogursey | Spoke           |

**CAB25 Public Participation**

No members of the public had requested to speak on any item on the Agenda.

**CAB26 Forward Plan**

(Copy of the Cabinet Forward Plan published 22 July 2014, circulated with the Agenda.)

The purpose of this item was to approve the latest Forward Plan published 22 July 2014.

**RESOLVED** that the latest Forward Plan published 22 July 2014, be approved.

**CAB27 Cabinet Action Plan**

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

**RESOLVED** that CAB89 – Tobacco Declaration and CAB19 – Allocation of HPC Section 106 Tourism Information Funds both be removed from the Cabinet Action Plan.

**CAB28 Revenue and Capital Outturn 2013/2014**

(Report No. WSC 113/14, Circulated with the Agenda.)

The purpose of the report was to provide the Cabinet with details of the Council's financial outturn position for both revenue and capital budgets, together with information regarding end of year reserve balances.

The Lead Member for Resources and Central Support presented the report and clarified that, at this stage, the outturn figures were provisional subject to review by the Council's External Auditor. Should the External Auditor identify any changes to the Accounts these would be reported to the Audit Committee in September.

During the last financial year, Members had been presented with regular financial monitoring information, with reports submitted to Scrutiny and Cabinet on a quarterly basis.

The report provided the detail behind the financial performance for the year. The high level headline information could be summarised as follows:-

- The outturn against the Revenue Budget was a net underspend of £101,000. The Final Budget included an allocation of £102,000 from General Reserves in the year. However, the underspend meant that only £1,000 had been used;
- The General Reserves Balance at the end of the financial year was £992,000, which was above the recommended minimum balance of £500,000; and
- Total Capital Expenditure for the year was £1,101,000. After taking into account the use of funding from capital grants plus Section 106 contributions, the outturn had produced a £75,000 overspend against budget. This overspend had been funded using the Capital Receipts Reserve.

Reported that the financial outturn had been considered by Scrutiny and details of the comments/questions raised by Members were reported. The Scrutiny report had also included recommendations for two Supplementary Estimates in respect of Blenheim Gardens, Minehead (£5,500) and Minehead Seafront drain clearance works (£10,000) which had been supported and subsequently approved by Full Council on 23 July 2014.

During the discussion of this report clarification was given as to the likely affect successful Rateable Value Appeals could have on the income available to the Council derived from Business Rate Retention. It was also confirmed that:-

- (1) The £25,000 underwritten by the Council towards the preparation of the Joint Management and Shared Services Business Case would be met from the Government Grant; and
- (2) Work was in progress to update the Empty Homes Database and an 'invest to save' business case would be submitted to Members shortly aimed at reducing the number of empty homes in the West Somerset.

**RESOLVED** that the financial outturn and reserves position for 2013/2014 be noted.

#### **CAB29 Corporate Performance Report – Quarter 4 : April-March 2013-2014**

(Report No. WSC 114/14, Circulated with the Agenda.)

The purpose of the report was to provide the Cabinet with an update on progress in delivering the corporate priorities and performance of council services for the period from 1 April 2013 to 31 March 2014.

The Leader introduced the report and stated that monitoring the Council's performance was a key element in the Council's Performance Management Framework. He also congratulated the officers on the clarity and content of the report.

In the 'Local Democracy' Corporate Priority, 38 of the 44 Key Actions had either been completed or were on target. Six Key Actions had missed their target performance and the reasons for this were reported.

With regard to the New Nuclear Development at Hinkley, 31 of the 48 Key Actions had been completed or were on target. 17 Key Actions had missed their target performance due to the delay to the Phase 2 earthworks on the main site. Now works had re-commenced the actions were now expected to progress during 2014/2015.

Further reported that a summary of the 32 Key Service Indicators had shown that 27 had achieved their target. Reasons as to why the remaining five indicators had missed their targets were submitted.

During the discussion of this item, the following matters were raised:-

- What was the current situation relating to the closure of public toilets in Minehead? Had negotiations with the Town Council taken place? It was agreed that moving forward these negotiations should be noted as an 'Action Point';
- The Director – Housing and Communities was currently assessing the options to maximise the available space formerly occupied by Somerset Fire and Rescue;
- The Key Actions relating to improving 50 privately rented properties to the minimum standard and delivering the remaining 295 properties through other mechanisms – which had both missed their targets – would be brought to the Housing Policy Advisory Group for further discussion as to whether the targets set were too high;
- The collection rate for Council Tax had been affected by the Welfare Reforms. Even though a Council Tax Rebate Scheme had been introduced, there was still a requirement for people to pay an element of Council Tax.

**RESOLVED** that:-

- (1) The progress in delivering the Corporate Priorities for 2013/2014 and any identified mitigating actions proposed to improve delivery of targets which had not been met be noted; and
- (2) The performance against key performance indicators and any identified mitigating actions where there was concern that performance was not on track be also noted.

The meeting closed at 5.16 pm.