

**CABINET**

**MINUTES OF THE MEETING HELD ON 7 FEBRUARY 2018**

**AT 4.30 PM**

**IN THE COUNCIL CHAMBER, WILLITON**

**Present:**

Councillor A Trollope-Bellew ..... Leader

Councillor M Chilcott  
Councillor A Hadley  
Councillor S Pugsley  
Councillor D J Westcott

Councillor M Dewdney  
Councillor C Morgan  
Councillor K Turner

**Members in Attendance:**

Councillor A Hadley  
Councillor P Murphy

Councillor B Heywood

**Officers in Attendance:**

Assistant Chief Executive (B Lang)  
Assistant Director – Corporate Services (P Carter)  
Interim Finance Manager (A Stark)  
Meeting Administrator (K Kowalewska)

**CAB50     Apologies for Absence**

No apologies for absence were received.

**CAB51     Minutes**

(Minutes of the Meetings of Cabinet held on 1 November 2017 and Special Cabinet held on 30 November 2017 - circulated with the Agenda.)

**RESOLVED** that the Minutes of the Meetings of Cabinet held on 1 November 2017 and Special Cabinet held on 30 November 2017 be confirmed as a correct record.

**CAB52     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>
Cllr M Chilcott	All	SCC	Spoke and voted
Cllr C Morgan	All	Stogursey	Spoke and voted

Cllr A Trollope-Bellew	All	Crowcombe	Spoke and voted
Cllr K Turner	All	Brompton Ralph	Spoke and voted
Cllr D Westcott	All	Watchet	Spoke and voted
Cllr P Murphy	All	Watchet	Spoke

**CAB53 Public Participation**

No members of the public spoke at the meeting on any items on the agenda.

**CAB54 Forward Plan**

(Copy of the Forward Plan for the month of March 2018 – circulated with the Agenda.)

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

**RESOLVED** that the Forward Plan for the month of March 2018 be approved.

**CAB55 Quarter 2 2017/2018 Performance Report**

(Report No. WSC 1/18 – circulated with the Agenda.)

The purpose of the report was to provide Members with key performance management data up to the end of quarter 2 2017/18, to assist in monitoring the Council's performance.

The Leader of Council presented the report and proposed the recommendation which was duly seconded by Councillor K Turner.

Staff were congratulated for keeping business as usual through this difficult period.

**RESOLVED** that the Council's performance be noted.

**CAB56 Draft Annual Budget and Council Tax 2018/2019**

(Report No. WSC 5/18 – circulated with the Agenda.)

The purpose of the report was to set out the Draft Budget and proposed Council Tax for 2018/19 to enable Cabinet to recommend proposals to Full Council for approval.

The Lead Member for Resources and Central Support presented the report and advised Members that the Scrutiny Committee had considered the report and their comments were contained within the report.

The Assistant Director for Corporate Services advised that the Final Local Government Finance Settlement had recently been announced. The Revenue Support Grant had remained unchanged, as expected, but Government had put an additional £42,000 in to the Rural Services Delivery Grant. It was also announced that the core funding for dealing with housing benefit claims would reduce by approximately £37,000, leaving a net £5,000 budget surplus, and it was proposed that this surplus would be added to the transformation reserve.

The Lead Member drew attention to the Provisional Settlement announcement by Government which incorporated adjustments to both the baseline and tariff methodology which led to a reduction of £218,000 in the Business Rates retained by the Council. This impact on the Council's budget demonstrated how volatile the financial situation continued to be and it was important to note that additional funding had been found due to the flexibility in this year's budget.

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

The Chairman of the Scrutiny Committee referred to the Scrutiny comments contained within the report, specifically relating to paragraph 32.1 (a), and advised it was said in the context of the fact that the Somerset Rivers Authority had not yet been categorised as a separate precepting body. It was hoped this would be reflected in the report being presented to the next full Council meeting.

**RESOLVED (1)** that the forecast Medium Term Financial Plan and Reserves position and the S151 Officer's Robustness Statement as set out in Appendix A to the report be noted.

**RESOLVED (2)** that it be recommended to Council to approve the 2018/19 Draft Budget, as amended by the Final Funding Settlement.

**RESOLVED (3)** that it be recommended to Council to approve a 2018/19 Council Tax increase of 3.32%, increasing the Band D basic tax rate by £5 to £157.32 per annum, comprising £155.56 for services and £1.76 on behalf of the Somerset Rivers Authority.

**RESOLVED (4)** that it be recommended to Council to approve the minimum reserves level at £700,000.

**CAB57 Capital Programme Draft Budget Estimates 2018/2019**

(Report No. WSC 6/18 – circulated with the Agenda.)

The purpose of the report was to provide Members with the detail of the Capital bids for the 2018/19 Capital Programme to enable Cabinet to recommend proposals to Full Council for approval.

The Lead Member for Resources and Central Support presented the report and drew attention to the explanation of the capital schemes contained within the report. She went on to propose the recommendations which were duly seconded by Councillor K Turner.

Clarification was sought on whether the support for VMWare virtualisation platform could be extended; and whether the Council could lease server capacity from another organisation for a short period of time as an alternative. It was agreed that the ICT and Information Manager would provide a written response to be included as part of the report being presented to the next full Council meeting.

A discussion took place on Mod.Gov which was explained to be a way of electronically accessing Agendas and Minutes via an app on a compatible tablet device. A trial was currently underway with the Joint Member ICT Working Group who were looking at how the app worked and which type of device would be best suited. How Mod.Gov would benefit Members and Officers in the Democratic Services Team in terms of standardising practice were highlighted. The merits of continuing to have paper copies of reports available as and when necessary and desired were raised. Reassurance was provided that full training would be given.

**RESOLVED (1)** that it be recommended to Council to approve the 2018/19 Capital Programme Budget totalling £376,000, funded through a combination of revenue resources and external grant funding.

**RESOLVED (2)** that it be recommended to Council to delegate authority to the S151 Officer to approve adjustments to the 2018/19 Disabled Facilities Grant Capital Budget to reflect the final grant funding received from the Better Care Fund.

**CAB58**     **Draft Treasury Management Strategy, Annual Investment Strategy and MRP Policy 2018/19**

(Report No. WSC 4/18 – circulated with the Agenda.)

The purpose of the report was to inform Members of the recommended strategy for managing the Council's cash resources including the approach to borrowing and investments. It also sought the formal approval of the Treasury Management Strategy Statement, Annual Investment Strategy and MRP Policy which must be approved by Full Council by 31 March each year in line with regulations.

The Lead Member for Resources and Central Support presented the report and proposed the recommendations which were duly seconded by Councillor S Pugsley.

The Assistant Director for Corporate Services advised that Government had recently announced changes to the Minimum Revenue Provision Policy as well as revising guidance on local authority investments, i.e. the purchasing of properties for investment purposes. An update on the revisions would be included as part of the half yearly briefing that Members would receive on treasury management activities.

**RESOLVED (1)** that it be recommended to Council to approve the Treasury Management Strategy Statement (TMSS), Annual Investment Strategy and MRP Policy.

**RESOLVED (2)** that the Prudential Indicators included within the TMSS which include limits for borrowing and investment be noted.

**RESOLVED (3)** that it be recommended to Council to approve the Minimum Revenue Provision (MRP) policy.

The meeting closed at 5.12 pm.