

**CABINET**

**MINUTES OF THE MEETING HELD ON 7 AUGUST 2013**

**AT 4.30 PM**

**IN THE COUNCIL CHAMBER, WILLITON**

**Present:**

Councillor T Taylor ..... Leader

Councillor K V Kravis  
Councillor C Morgan  
Councillor A Trollope-Bellew  
Councillor D J Westcott

Councillor K M Mills  
Councillor S J Pugsley  
Councillor K H Turner

**Members in Attendance:**

Councillor H J W Davies  
Councillor B Heywood  
Councillor E May

Councillor G S Dowding  
Councillor A F Knight  
Councillor K J Ross

**Officers in Attendance:**

Chief Executive (A Dyer)  
Corporate Director (B Lang)  
Section 151 Officer (S Campbell)  
Corporate Manager Housing, Welfare and Economy (I Timms)  
Principal Accountant (S Plenty)  
Major Projects Manager (J Holbrook)  
Meeting Administrator (K Kowalewska)

**CAB25      Apologies for Absence**

No apologies for absence were received.

**CAB26      Minutes of the Meeting held on 3 July 2013**

(Minutes of the Meeting of Cabinet held on 3 July 2013 - circulated with the Agenda.)

**RESOLVED** that the Minutes of the Meeting of Cabinet held on 3 July 2013 be confirmed as a correct record.

**CAB27      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 D Westcott	All	Watchet	Spoke and voted
Councillor K H Turner	All	Brompton Ralph	Spoke and voted
Councillor H J W Davies	All	Somerset County Council	Spoke

In addition, the following interest was declared

<b>Name</b>	<b>Minute No.</b>	<b>Description of interest</b>	<b>Personal or Prejudicial</b>	<b>Action Taken</b>
Councillor C Morgan	CAB32	Resident of Shurton	Personal	Spoke and voted

**CAB28      Public Participation**

No member of the public had requested to speak.

**CAB29      Forward Plan**

(Copy of latest Forward Plan published 29 July 2013 – circulated with the Agenda.)

The purpose of this item was to approve the latest Forward Plan published 29 July 2013.

**RESOLVED** that the latest Forward Plan published 29 July 2013 be approved.

**CAB30      Cabinet Action Plan**

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

Councillor K H Turner provided a verbal update on the Williton Regeneration Forum and confirmed that he was a Council representative on the Forum and would attend when required to.

**RESOLVED (1)** that CAB16 – Minutes of the Meeting held on 5 June 2013 regarding the Williton Regeneration Forum be deleted as actioned.

**RESOLVED (2)** that CAB21 – Business Case to contribute funding for Watchet CCTV be carried forward.

**RESOLVED (3)** that CAB24 – Minehead Vision Manager Business Plan – Request for Seaside Strategy Funding be deleted as actioned.

**CAB31      Corporate Performance Report – April to March 2012/13**

(Report No. WSC 97/13, circulated with the Agenda.)

The purpose of the report was to provide Members with an update on progress in delivering the corporate priorities, performance of council

services including budgetary information and customer satisfaction covering the period from 1 April 2012 to 31 March 2013.

The Lead Member for Resources and Central Support presented the element of the report that related to the budgetary information and reported on the Council's underspend of £557,588 during the 2012/2013 financial year. She drew Members' attention to the main reasons for the variances and advised that when setting the budget careful consideration of the causes of any underspend was necessary.

The Lead Member further advised that not as many earmarked reserves had been used as originally calculated, and therefore this would be addressed in the near future as some of the reserves may no longer be relevant. A report on earmarked reserve proposals would be presented to a future meeting of Cabinet.

In reply to a request for figures for the following categories of savings pertaining to the total variance figure : one-off savings not carried forward; early savings in the Medium Term Financial Plan (MTFP), and savings not in the MTFP which would be carried forward, the Section 151 Officer agreed to provide all Members with this information.

The Leader presented the part of the report that related to performance and advised that the report made due reference to the questions, comments and concerns raised by Scrutiny Committee when this matter was considered at its meeting held on 15 July 2013.

During the discussion of this item the following points were raised:

- The planning application for the delivery of 20 affordable homes in Townsend Farm, Carhampton would be considered at either the August or September Planning Committee.
- Key task 10.2.4 – Councillor K M Millis reported that she would be receiving monthly up to date car parking income figures, and confirmed that the income was up by £2,000 to date in respect of 2013/14.
- Key task 3.1.2 – The Corporate Manager Housing, Welfare and Economy advised that a comprehensive report on the economic development and tourism service had been presented to Members of Scrutiny, hence the task had been discharged. He also informed that a general review and sort-out of tasks would be undertaken.
- The Chief Executive confirmed that officers would be dealing with the resolutions of the Scrutiny Committee and report back accordingly.
- A report on grounds maintenance and public conveniences devolution update had recently been reviewed by Scrutiny.

Councillor K H Turner advised that the Council's Licensing Officer was on long term sick leave and drew attention to the fact that 100% of customers were satisfied or very satisfied with the licensing service in 2012/13. Cabinet Members commended the officers in the environmental health and licensing team for the impressive and hard

work that was being undertaken in continuing to provide an efficient licensing service.

Cabinet also took the opportunity to congratulate the planning team for attaining the best performance figures in the country for their timed response to planning applications.

The Leader proposed the recommendations in the report which were seconded by Councillor K V Kravis.

**RESOLVED (1)** that the process in delivering the corporate priorities for 2012/13 be noted.

**RESOLVED (2)** that the performance against Group and Service indicators, including the Budget Monitoring indicators, be noted.

**RESOLVED (3)** that performance of the Environmental Health and Licensing and Planning Teams, as referred to above, be commended

**CAB32**      **Hinkley Point C Connection Project – Legal Support**

(Report No. WSC 98/13, circulated with the Agenda.)

The purpose of the report was to advise Cabinet of the procurement process that was being completed regarding legal support to be provided to the Councils (West Somerset, Sedgemoor District, Somerset County, North Somerset, South Gloucestershire and Bristol City) during the forthcoming phases of the Development Consent Order project proposed by National Grid for the Hinkley Point C Connection Project. In addition to recommend that Pinsent Masons LLP be appointed under Government Procurement Services Legal Services Framework Agreement [ref: RM919], (“the Framework Agreement”) run by Sedgemoor District Council for the Provision of Legal Support to provide advice to the Councils named above.

The Lead Member for Environment - Hinkley presented this item and outlined the details in the report, he then went on to propose the recommendation contained in the report which was duly seconded by Councillor A H Trollope-Bellew.

In response to a question regarding the number of towers/pylons proposed to be erected in West Somerset, the Major Projects Manager advised that the current estimate was that it would be in the region of four to six and that further clarification would be available following the next stage of the consultation when National Grid would provide detailed proposals on pylon design, height etc.

**RESOLVED** that the procurement process be noted and that Pinsent Masons LLP be appointed under Government Procurement Services Framework Agreement [ref: RM919], (“the Framework Agreement”) run by Sedgemoor District Council for the Provision of Legal Support to provide legal support in connection with the Hinkley Point C Connection Project Development Consent Order for West Somerset, Sedgemoor

District, Somerset County, North Somerset, South Gloucestershire and Bristol City Councils.

**CAB33      Business Case to Support Funding for ICT System Upgrade**

(Report No. WSC 100/13, circulated with the Agenda.)

The purpose of the report was to obtain Cabinet's agreement to recommend to Council to approve a supplementary estimate to fund a capital bid which was withdrawn from this year's program to support the upgrade of the Building Control, Environmental Health and Gazetteer systems.

The Lead Member for Resources and Central Support presented the report in detail and advised that the Oracle upgrade was absolutely essential as it affected a number of service areas and without it these services would not be delivered. The Lead Member explained the reasons for removing this particular project from the 2012/13 capital programme, and she pointed out that during the setting of the 2013/14 IT budget the implications of the joint working project with Taunton Deane Borough Council had been taken into consideration.

The Lead Member then went on to propose the recommendation in the report which was seconded by Councillor C Morgan.

The Corporate Director advised that as the works needed to be undertaken as soon as possible, it may be necessary for this matter to be considered as an urgent item by full Council on 14 August 2013.

**RESOLVED** that it be recommended to Council to approve a supplementary estimate of £11,000 to provide funding for the upgrade of the systems database.

The meeting closed at 5.07 pm