

**CABINET**

**MINUTES OF THE MEETING HELD ON 11 JULY 2018**

**AT 4.30 PM**

**IN THE COUNCIL CHAMBER, WILLITON**

**Present:**

Councillor S Pugsley ..... Deputy Leader (In the Chair)

Councillor M Dewdney  
Councillor B Maitland-Walker  
Councillor D J Westcott

Councillor A Hadley  
Councillor K Turner

**Members in Attendance:**

Councillor I Aldridge  
Councillor P Murphy

Councillor B Heywood

**Officers in Attendance:**

Assistant Chief Executive (B Lang)  
Interim Finance Manager (A Stark)  
Economic Regeneration and Tourism Manager (C Matthews)  
Community and Housing Impact Lead, Place and Energy (L Redston)  
Corporate Strategy and Performance Officer (R Doyle)  
Housing Initiatives Officer (B Brown)  
Meeting Administrator (K Kowalewska)

**CAB9      Apologies for Absence**

Apologies for absence were received from Councillors C Morgan and A Trollope-Bellew.

**CAB10     Minutes**

(Minutes of the Meeting of Cabinet held on 23 May 2018 - circulated with the Agenda.)

**RESOLVED** that the Minutes of the Meeting of Cabinet held on 23 May 2018 be confirmed as a correct record.

**CAB11     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 B Maitland-Walker	All	Carhampton	Spoke and voted
Cllr K Turner	All	Brompton Ralph	Spoke and voted
Cllr D Westcott	All	Watchet	Spoke and voted
Councillor I Aldridge	All	Williton	Spoke
Councillor P Murphy	All	Watchet	Spoke

Councillor B Maitland-Walker declared a personal interest on agenda item 6, Hinkley Point C Section 106 DCO Housing Contribution as a Trustee of West Somerset Advice Bureau.

Councillors S Pugsley and D Westcott declared personal interests on agenda item 6 as both were private sector landlords.

**CAB12     Public Participation**

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

**CAB13     Forward Plan**

(Copy of the Forward Plan for the months of September and November 2018 – circulated with the Agenda.)

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

**RESOLVED** that the Forward Plan for the months of September and November 2018 be approved.

**CAB14     Hinkley Point C Section 106 DCO Housing Contribution**

(Report No. WSC 56/18 – circulated with the Agenda.)

The purpose of the report was to request the draw down and expenditure of monies from the HPC DCO S106 Housing Contribution for delivery of a Money and Debt Advice Service to tenants living in the Private Rented Sector.

The Lead Member for Housing, Health and Wellbeing presented the report and proposed the recommendations which were duly seconded by Councillor M Dewdney.

Members expressed support, stating that this was an exceptionally good use of Hinkley money to fund the advice bureau.

A question was asked concerning how much funding had been levered in from the Homes and Communities Agency as part of the £599,756 available to West Somerset to be spent on initiatives, and the Housing Initiatives Officer agreed to provide this information following the meeting.

An explanation was provided on the role of the Tenant Ready Scheme which was an accreditation scheme providing assistance to people of any age in learning how to become a good tenant. The Officer further advised that the Somerset Community Credit Union helped people learn how to save and it was reported that negotiations were currently being held with the Credit Union to increase the service in West Somerset as well as looking at ways to increase the number of collection points. It was suggested that locating collection points in post offices could be an avenue to explore and the Housing Initiatives Officer agreed to take this suggestion back to the Credit Union as an option.

**RESOLVED (1)** that it be recommended to Council to submit an application to EDF Energy to draw down £51,000 funding from the HPC DCO S106 Housing Contribution.

**RESOLVED (2)** that it be recommended to Council, on receipt of the funding, to approve to spend £51,000 on the Money and Debt Advice Service.

**CAB15     HPC Planning Obligations Board – Allocation of CIM Funding**

(Report No. WSC 57/18 – circulated with the Agenda.)

The purpose of the report was to provide an update on the recent changes to the administration of the HPC Community Impact Mitigation (CIM) Fund; and to present the recommendations of the HPC Planning Obligations Board for the allocation of monies from the HPC CIM Fund for grant applications received on 1 May 2018.

The Lead Member for Resources and Central Support presented the report and drew attention to the changes regarding the administration of the CIM Fund which were detailed in the report. It was noted that the total amount of funding had now been allocated to both the West Somerset fund and the Sedgemoor fund.

The Lead Member provided information on the two CIM applications considered by the HPC Planning Obligations Board, and proposed the recommendations which were duly seconded by Councillor B Maitland-Walker.

During the discussion there was a request for the Exit and Transition Strategy to be provided as an appendix to the report being presented to full Council, and a request was made for reassurances on bids that were currently outstanding.

The Community and Housing Impact Lead, Place and Energy agreed to provide some more detail in the full council report although she advised that the full strategy could not be made publically available due to sensitive information contained therein which may give an unfair advantage to future applicants. An alternative proposal was to provide a fuller explanation to a future Corporate Policy Advisory Group meeting.

**RESOLVED (1)** that the recent changes to the administration of the HPC CIM Fund as set out in paragraphs 5.1 – 5.7 of the report be noted.

**RESOLVED (2)** that it be recommended to Council to endorse the recommendations of the HPC Planning Obligations Board as follows:

(i) To approve the allocation of £69,000 from the 2<sup>nd</sup> Annual HPC CIM Fund Payment to Fiddington Village Hall for the Village Hall Improvement Project.

(ii) To approve the allocation of £30,000 from the 2<sup>nd</sup> Annual HPC CIM Fund Payment to Holford and Village District Hall Committee for the Holford and District Village Hall Fit for Future Project.

**CAB16**     **Allocation of HPC S106 Tourist Information Centre Funds**

(Report No. WSC 59/18 – circulated with the Agenda.)

The purpose of the report was to consult with Cabinet on a suggested approach for allocating Hinkley Point C Section 106 funds for Tourist Information Centres (TICs) for 2018/19, and to consult with Cabinet on a suggested approach for post 2018/19 allocations.

The Lead Member for Regeneration and Economic Growth presented the report and provided background information. He went on to propose the recommendations which were duly seconded by Councillor D Westcott.

Members underlined how important and valuable it was to employ professionals and retain volunteer staff to keep tourist information centres vibrant and to provide a first class service.

Following concerns raised regarding the lack of funding provision for tourist information centres in Dulverton and Dunster, the Economic Regeneration and Tourism Manager clarified that the TICs within the Exmoor National Park (ENP) had never been traditionally funded by the Council. She advised, however, that the wider ENP area and the whole of West Somerset district was supported through the activity of the Hinkley Tourism Action Partnership and money was spent on marketing and public relations activity, as well as supporting and assisting businesses in the area.

The undertaking of a strategic review of tourist information centre provision would look at ways of how they would be supported in the future and the centres in the ENP would be part of that discussion.

**RESOLVED (1)** that it be recommended to Council to allocate £28,000 from HPC S106 allocations for tourist information centres from the Development Consent Order Works Agreement that makes allowance of £160,000 with the details in respect of drawdown outlined in paragraph 6.1 of the report. Staggered payments to be made in line with service level agreements with individual centres, which total £28,000 for the purposes of supporting Minehead, Porlock and Watchet tourist information services for the financial years 2018/19.

**RESOLVED (2)** that the Hinkley Tourism Action Partnership be requested to undertake a strategic review of the TIC allocations post April 2019, taking into account the tourism priorities of the three Coastal Community Teams that operate in Minehead, Watchet and Porlock as well as the individual requirements of the Centres.

**CAB17 Quarter 4 2017/2018 Performance Report**

(Report No. WSC 55/18 – circulated with the Agenda.)

The purpose of the report was to provide Members with key performance management data up to the end of Quarter 4 2017/2018, to assist in monitoring the Council's performance.

In the absence of the Leader, the Deputy Leader introduced the item and the Corporate Strategy and Performance Officer provided further explanation on the two red measures detailed in the report.

The Lead Member for Environment advised that the planning targets had been met in all other measures and provided reassurances that a great deal of work was being undertaken by members and officers to improve and rectify the situation as quickly as possible.

The Lead Member for Housing, Health and Wellbeing highlighted problems which were out of the Council's control in relation to the delays experienced in meeting the affordable housing target. He advised that the figures looked more promising for the coming year and hoped that they would be delivered.

Several points of concern were raised by members concerning the planning performance and operational staffing issues, and it was agreed to provide a members' briefing to understand and discuss directly with officers the full pressures to which the Planning Team was working under at either the next meeting of the Planning Committee or Corporate Policy Advisory Group.

Reference was made to pre-application planning advice and that it would be a good measure to consider as part of future performance monitoring.

The Chairman of Scrutiny was disappointed at the fact that the Scrutiny Committee comments were not included in the Cabinet report and it was requested they be incorporated in future performance reports.

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

**CAB18** **Revenue and Capital Outturn 2017/2018**

(Report No. WSC 58/18 – circulated with the Agenda.)

The purpose of the report was to provide Members with details of the Council's financial outturn position for both revenue and capital budgets, together with information regarding end of year reserve balances, for the financial year 2017/2018.

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

The Chairman of Scrutiny was again disappointed at the fact that the Scrutiny Committee comments were not included in the Cabinet report and a request was made for the comments to be incorporated in the report being presented to full Council.

**RESOLVED (1)** that the Council's reported General Fund Revenue Budget underspend of £100k for the financial year 2017/18 which takes into account proposed earmarked reserve transfers including budget carry forwards be noted.

**RESOLVED (2)** that it be recommended to Council to approve the net Earmarked Reserve transfers as set out in Appendix A of the report, including recommended Budget Carry Forward of 2017/18 underspends for specific service costs in 2017/18 totalling £295k.

**RESOLVED (3)** that it be recommended to Council to approve the proposed Capital Programme Budget Carry Forwards totalling £7.850m for general schemes to be funded using capital receipts, capital grant and S106 contributions and borrowing (as set out in Appendix B of the report).

**RESOLVED (4)** that it be recommended to Council to approve the proposed Capital Programme Budget Carry Forwards totalling £3.208m for Hinkley S106-funded schemes (as set out in Appendix B of the report).

**RESOLVED (5)** that the residual net overspend of £19k in relation to the Capital Programme for general schemes in 2017/2018 be noted.

The meeting closed at 5.51 pm.