

AGENDA

and

MINUTES of BOARDS and COMMITTEES

**to be considered
at the meeting of the Council
to be held at**

**THE COUNCIL HOUSE
ATHERSTONE**

on

27 JUNE 2018

at

6.30pm

Jerry Hutchinson LLB MBA Solicitor
Chief Executive
The Council House
South Street
Atherstone
North Warwickshire CV9 1DE

This matter is being dealt with by
Mr D Harris
Direct Dial : (01827) 719222

Switchboard : (01827) 715341
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E Mail : davidharris@northwarks.gov.uk

Your ref :

Our ref : DH/JB C7

Date : 19 June 2018

To: All Members of the Council

Dear Sir / Madam

You are hereby summoned to attend a meeting of the Council, to be held in the Council Chamber, The Council House, South Street, Atherstone on Wednesday 27 June 2018 at 6.30pm.

The following business will be transacted:

- 1 Evacuation Procedure.
- 2 Apologies for absence / Members away on official Council business.
- 3 Disclosable Pecuniary and Non-Pecuniary Interests
- 4 The Mayor to move, in accordance with Standing Order No 6(1):

“That the minutes of the Annual Meeting of the Council held on 9 May 2018 be approved as a correct record.”
- 5 To receive the Mayor’s announcements.
- 6 To answer Questions from Members and the Public pursuant to Standing Order No. 7.
- 7 To receive and consider minutes, recommendations and notes of the following meetings circulated herewith and to make the necessary Orders thereon:
 - a **Planning and Development Board** – 5 March, 9 April, 14 May and 11 June 2018 (Pages 4 - 19).
 - b **Community and Environment Board** – 12 March 2018 (Pages 20 - 23).

- c **Resources Board** - 19 March and 21 May 2018 (Pages 24 - 33).
 - d **Executive Board** – 18 June 2018 (Pages 34 - 39).
- 8 To receive and consider any Notice of Motion under Standing Order No. 10.
- 9 To authorise the Chief Executive, in accordance with Article 13.05 of the Articles of the Constitution, to Sign and Seal, on behalf of the Council, any Orders, Deeds and Documents necessary to give effect to any resolution of the Council.

Yours faithfully

A handwritten signature in black ink that reads "J. Hutchinson". The signature is written in a cursive style and is positioned above the printed name of the Chief Executive.

Chief Executive

**MINUTES OF THE ANNUAL MEETING OF THE
NORTH WARWICKSHIRE BOROUGH COUNCIL HELD AT THE
COUNCIL HOUSE, ATHERSTONE ON WEDNESDAY 9 MAY 2018**

Present: Councillor Waters in the Chair.

Councillors Bell, Clews, Davey, Davis, L Dirveiks, N Dirveiks, Farrell, Ferro, Gosling, Hayfield, Humphreys, Ingram, Jarvis, Lea, Lewis, Morson, Moss, Payne, Phillips, Reilly, Simpson, Singh, Smith, Smitten, E Stanley, M Stanley, Sweet, Symonds, A Wright and D Wright.

Apologies for absence were received from Councillors Chambers, Henney and Jenns.

Before the commencement of business, the Reverend Michael Brandsma, St Mary's Church, Atherstone, led the Council in Prayer.

1 Election of Mayor

It was proposed by Councillor Davis and seconded by Councillor Singh and

RESOLVED:

That Councillor Clews be and is hereby elected Mayor of the Borough of North Warwickshire for the ensuing year.

Councillor Clews then made and signed the declaration of acceptance of office, was invested with the Chain and Badge of office by the retiring Mayor and took the Chair.

Councillor Clews in the Chair

Councillor Clews then thanked Council Members for the honour they had bestowed on her. She announced that her charity for the year was Ediblelinks.

2 Retiring Mayor

The Mayor presented Councillor Waters and his Mayoress with their past Mayor's and Mayoress's Badges. Councillor Waters then thanked Members, Officers and the people of North Warwickshire for their support during his year in office.

Councillors Davey then offered a vote of thanks to Councillor Waters for his service to North Warwickshire during his year in office.

3 **Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

4 **Minutes**

The minutes of the meetings of the Council held on 21 February and 22 March 2018 were approved as correct record and signed by the Mayor.

5 **Appointment of Deputy Mayor**

It was proposed by Councillor Smith and seconded by Councillor Lea and

RESOLVED:

That Councillor Moss be appointed Deputy Mayor of the Borough of North Warwickshire for the ensuing year.

Councillor Moss then thanked Council Members for the honour they had bestowed on him.

6 **Mayor's Announcements**

The Mayor informed Members that a charity golf day was being held on Monday 30 July 2018 at Maxstoke Golf Club and that a BBQ was to be held at Abbey Farm B & B, Merevale on Saturday 11 August 2018.

Her consorts for the year would be Tony Clews and Gill Davis.

7 **Numbers and Appointments to Boards, Committees and Sub-Committees**

A schedule of numbers and appointments to the Boards, Committees and Sub-Committees and the Chairmen and Vice-Chairmen thereof was placed before the Council.

It was proposed by Councillor Humphreys, seconded by Councillor Farrell and

RESOLVED:

That, subject to the amendment of Councillor M Stanley as the Opposition Spokesperson on CCTV, the Constitution of Boards, Committees and Sub-Committees for 2018/19 and the appointment of Members thereon and the Chairmen and Vice-Chairmen thereof, as shown in Schedule 1 hereto, be approved.

8 **Appointments to Outside Bodies**

It was proposed by Councillor Humphreys, seconded by Councillor Farrell and

RESOLVED:

That the appointment of representatives of the Council to serve on outside bodies for 2018/19, as shown in Schedule II hereto, be approved.

9 Common Seal

It was proposed by Councillor Clews, seconded by Councillor Morson and

RESOLVED:

That the Chief Executive be authorised to affix the Common Seal to any document as necessary to give effect to the decisions of the Council, in accordance with Article 13.05 of the Articles of the Constitution.

**Chairman of the next ensuing meeting
of the Council**

NORTH WARWICKSHIRE BOROUGH COUNCIL

CONSTITUTION OF BOARDS/COMMITTEES FOR 2018/2019 AND THE APPOINTMENT OF MEMBERS AND THE CHAIRMAN AND VICE-CHAIRMAN THERETO

Executive Board (10)

- 1 Leader - Cllr D Humphreys
- 2 Cllr D Wright (Vice-Chair)
- 3 Cllr M Simpson
- 4 Cllr M Bell
- 5 Cllr C Hayfield
- 6 Cllr D Reilly
- 7 Cllr A Farrell (Spokesperson)
- 8 Cllr J Chambers
- 9 Cllr H Phillips
- 10 Cllr N Dirveiks

Community & Environment Board (13)

- 1 Deputy Leader – Cllr M Bell
- 2 Cllr L Smith (Vice-Chair)
- 3 Cllr R Jarvis
- 4 Cllr T Waters
- 5 Cllr M Singh
- 6 Cllr J Lea
- 7 Cllr S Hanratty
- 8 Cllr J Smitten
- 9 Cllr J Chambers (Spokesperson)
- 10 Cllr D Ferro
- 11 Cllr J Gosling
- 12 Cllr A Lewis
- 13 Cllr H Phillips

Resources Board (10)

- 1 Deputy Leader - Cllr D Wright
- 2 Cllr C Symonds (Vice-Chair)
- 3 Cllr M Simpson
- 4 Cllr P Davey
- 5 Cllr T Waters
- 6 Cllr M Davis
- 7 Cllr N Dirveiks (Spokesperson)
- 8 Cllr J Gosling
- 9 Cllr B Henney
- 10 Cllr B Moss

Planning and Development Board (15)

- 1 Deputy Leader – Cllr M Simpson
- 2 Cllr D Reilly (Vice-Chair)
- 3 Cllr R Jarvis
- 4 Cllr A Wright
- 5 Cllr C Symonds
- 6 Cllr M Bell
- 7 Cllr L Smith
- 8 Cllr C Hayfield
- 9 Cllr J Smitten
- 10 Cllr R Sweet (Spokesperson)
- 11 Cllr L Dirveiks
- 12 Cllr B Henney
- 13 Cllr P Morson
- 14 Cllr A Lewis
- 15 Cllr H Phillips

Licensing Committee (15)

- 1 Chairman – Cllr A Jenns
- 2 Cllr M Singh
- 3 Cllr L Smith
- 4 Cllr R Jarvis
- 5 Cllr S Ingram
- 6 Cllr A Wright
- 7 Cllr J Smitten
- 8 Cllr D Clews
- 9 Cllr S Hanratty
- 10 Cllr A Lewis (Vice Chair)
- 11 Cllr M Stanley
- 12 Cllr B Henney
- 13 Cllr P Morson
- 14 Cllr E Stanley
- 15 Cllr B Moss

Special Sub-Group (6)

- 1 Chairman – Cllr C Hayfield
- 2 Cllr D Humphreys (Vice Chairman)
- 3 Cllr A Jenns
- 4 Cllr M Singh
- 5 Cllr J Chambers (Spokesperson)
- 6 Cllr M Stanley

Safer Communities Sub-Committee (11)

- 1 Chairman – Cllr D Reilly
- 2 Cllr R Jarvis (Vice-Chairman)
- 3 Cllr C Symonds
- 4 Cllr R Payne
- 5 Cllr M Davis
- 6 Cllr A Jenns
- 7 Cllr D Clews
- 8 Cllr M Stanley (Spokesperson)
- 9 Cllr E Stanley
- 10 Cllr L Dirveiks
- 11 Cllr B Moss

Local Development Framework Sub-Committee (6)

- 1 Chairman – Cllr D Reilly
- 2 Cllr J Lea
- 3 Cllr L Smith
- 4 Cllr M Bell
- 5 Cllr R Sweet (Spokesperson)
- 6 Cllr H Phillips

Standards Committee (6)

- 1 Cllr D Clews
- 2 Cllr R Payne
- 3 Cllr M Davis
- 4 Cllr D Wright
- 5 Cllr M Stanley
- 6 Cllr J Chambers

*** Spokesperson for Health Wellbeing and Leisure** – Cllr M Bell (*Shadow Cllr J Chambers)

Lead Councillor on HS2 – Cllr D Reilly (Shadow Cllr H Phillips)

***Young Persons Champion** – Cllr D Clews (*Shadow Cllr E Stanley)

Design Champion – Cllr M Simpson (Shadow Cllr R Sweet)

***Lead Councillor on CCTV** – Cllr M Singh (*Shadow Cllr M Stanley)

Leader of the Council – Councillor David Humphreys

Deputy Leader of the Council – Councillor David Wright

Leader of the Opposition – Councillor Adam Farrell

Deputy Leader of the Opposition – Councillor Jacky Chambers

(* Appointments that require a Disclosure and Barring Service Check (DBS) – in addition the Mayor and Deputy Mayor will also require a DBS check)

REPRESENTATION ON OUTSIDE BODIES

Appointments made for a period of one year expiring in May 2019

Body	Representation	Name
Age UK – Warwickshire	1 plus substitute	Councillor L Smith Substitute: Councillor L Dirveiks
Beeline Community Car Service	1 plus substitute	Councillor D Clews Substitute: Councillor N Dirveiks
Birmingham Airport Consultative Committee	1	Councillor T Waters
Coleshill Grammar School Endowment Foundation	2	[Previously appointed by Area Forum South] Councillor D Reilly Ben Henry
Coventry and Warwickshire Joint Committee	1 plus substitute	Councillor D Humphreys Substitute: Councillor D Wright
Coventry and Warwickshire Local Enterprise Partnership Board	1	Leader of the Council - Councillor D Humphreys
Executive Group of LEADER Project	1	Councillor D Humphreys
George Eliot Hospital – Board of Governors	1	Councillor M Bell
Hartshill Hayes Country Park Advisory Committee	1 plus substitute	[Previously appointed by Area Forum East] Councillor M Bell Substitute: Councillor B Henney
Heart of England Liaison Group	2	[Previously appointed by Area Forum South] Councillor D Wright and Councillor L Smith
Industrial Communities Alliance	2	Membership to be determined
JLR Baddesley Liaison Group	2	[Previously appointed by Area Forum North] Councillors R Sweet and A Wright
Local Government Association	1	Leader of the Council – Councillor D Humphreys Substitute: Councillor D Wright
Local Government Information Unit	1 plus substitute	Councillor J Lea Substitute: Councillor P Morson
Local Members' Committee of Warwickshire Community and Voluntary Action (WCAVA)	1 plus substitute	Councillor S Hanratty Substitute: Councillor H Phillips
Middleton Hall Trust	1	[Previously appointed by Area Forum

		West] Councillor D Reilly
North Warwickshire Citizens Advice Bureau – Management Committee	1	Mayor
North Warwickshire Community Partnership	3	Councillors C Hayfield, A Jenns and H Phillips
North Warwickshire Community Safety Partnership	2	Chairman of the Safer Communities Sub-Committee (Councillor D Reilly and Opposition Spokesperson for Safer Communities (Councillor M Stanley)
Northern Warwickshire Financial Inclusion Partnership	2	Councillors M Davis and J Chambers
Nuneaton and Bedworth and North Warwickshire Building Control Steering Group	2	Councillors M Simpson and R Sweet
Piccadilly Community Association	1	[Previously appointed by Area Forum West] Councillor A Lewis
Rowan Organisation	1	[Previously appointed by Area Forum East] Councillor D Clews
Safer Warwickshire Partnership Board	1	Chairman of the Safer Communities Sub-Committee (Councillor D Reilly)
Sparse	1 plus substitute	Membership to be determined
Stanyer's Charity	2	[Previously appointed by Area Forum West] Councillors A Jenns and B Moss
Warwickshire County Council – Adult Social Care and Health Overview and Scrutiny Committee	1	Councillor M Bell
Warwickshire Health and Wellbeing Board	1	Councillor L Smith
Warwickshire Police and Crime Panel	1	Councillor D Reilly
Warwickshire Waste Partnership	1 plus substitute	Chairman of the Community and Environment Board (Councillor M Bell) Substitute: Vice-Chairman of the Community and Environment Board (Councillor L Smith)

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

5 March 2018

Present: Councillor Simpson in the Chair.

Councillors Bell, Chambers, L Dirveiks, N Dirveiks, Hayfield, Henney, Jarvis, Jenns, Morson, Phillips, Reilly, Smitten, Symonds and A Wright

An apology for absence was received from Councillor Sweet (substitute Councillor N Dirveiks)

Councillor Humphreys was also in attendance and with the Chairman's permission spoke on Minute No 66 – Planning Applications (Application No 2016/0280 - Land Opposite 84 To 104, Orton Road, Warton, B79 0HU).

Councillors Smith and D Wright were also in attendance and with the Chairman's permission spoke on Minute No 66 – Planning Applications (Application No 2017/0547 - Corley View, Highfield Lane, Corley, CV7 8BJ).

Councillor Moss was also in attendance

64 **Disclosable Pecuniary and Non-Pecuniary Interests**

Councillors Bell, N Dirveiks, Hayfield, Jenns, Hayfield and Reilly declared non-pecuniary interests in Minute No 66 – Planning Applications (Application No 2016/0280 - Land Opposite 84 To 104, Orton Road, Warton, B79 0HU and Application No 2017/0547- Corley View, Highfield Lane, Corley, CV7 8BJ).

Councillor A Wright declared a non-pecuniary interest in Minute No 66 – Planning Applications (Application No 2017/0335 - Land Adjacent 1, Jean Street, Baddesley Ensor, CV9 2EA).

65 **Minutes**

The minutes of the meetings of the Board held on 15 January and 5 February 2018, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

66 **Planning Applications**

The Head of Development Control submitted a report for the consideration of the Board. Details of correspondence received since

the publication of the agenda is attached as a schedule to these minutes.

Resolved:

- a That in respect of Application No 2016/0280 (Land Opposite 84 To 104, Orton Road, Warton, B79 0HU) and Application No 2017/0202 (Land rear of 29 to 40 Little Warton Road, Warton) the Council is minded to support the development but that further discussions take place with officers and the Chairman, Vice-Chairman, Opposition Spokesperson and local Ward Member in respect of Section 106 issues and to see if there is any possibility of an amended access into the site;

[Speakers Andy Newton, David Walliams, Ian Ritchie and Christopher Timothy]

- b That in respect of Application No 2017/0237 (Land Rear Of 1 To 6, Copeland Close, Warton) planning permission be granted subject to appropriate changes to the conditions set out in Appendix A to the report of the Head of Development Control to reflect the receipt of the amended plan and the accompanying Section 106 Agreement;

[Speaker Janet Hodson]

- c That consideration of Application No 2017/0335 (Land Adjacent 1, Jean Street, Baddesley Ensor, CV9 2EA) be deferred for a site visit;

[Speakers Elaine Whittle and Jack Sweet]

- d That provided the Applicant first enters in to a Section 106 Agreement as set out in the report of the Head of Development Control and no adverse comments are received from the Highway Authority, Application No 2017/0384 (Land Rear of 66 To 71, Arden Forest Estate, Ridge Lane) be approved subject to the conditions specified in the said report;

[Speaker Steve Faizey]

- e That Application No 2017/0465 (Clinic And Welfare Centre, Coventry Road, Kingsbury, B78 2LN) be approved subject to the amendment of the conditions set out in the report of the Head of Development Control as follows

- i) Vary condition 5 so as to require a construction management plan but to explicitly identify the gardens of the yet uncompleted plots 4, 5 and 6 to the south as the area for the site compound; and
- ii) To add a condition requiring all deliveries to the retail units being made by LGV's or by car.

[Speaker Peter Halfpenny]

- f That Application No 2017/0524 (The Old School, Nuneaton Road, Ansley, CV10 0QR) be approved subject to the amendment of the following conditions set out in the report of the Head of Development Control to read as follows:

“Condition 3

Vehicle sales shall only take place between 0830 to 2000 hours on Mondays to Fridays; between 0830 to 1800 hours on Saturdays, 1000 and 1600 on Sundays and shall not take place at any time on Bank Holidays, Good Friday or Christmas Day.

Condition 5

No more than 25 vehicles shall be displayed on site for sale at any one time and this shall be restricted to vehicles only, with no caravans; vehicles over 3.5 tonnes or other commercial vehicles being displayed or advertised for sale from the land.”

[Speaker Heidi Merrall-Thorn]

- g That Application No 2017/0547 (Corley View, Highfield Lane, Corley, CV7 8BJ) be refused for the following reasons:

“The proposed change of use represents inappropriate development in the Green Belt where there is a presumption of refusal in accordance with the NPPF. Although weight is given to the applicant’s personal circumstances as material consideration, it is considered that such material considerations do not outweigh the harm by definition of this inappropriate development. The Council can demonstrate a five year land supply for gypsy and traveller sites in the Borough and so its policies on gypsy and travellers are up to date. Thus to allow a proposal in this rural Green Belt location would be contrary to Development Plan Policy NW2, NW3 and NW8 in the North Warwickshire Core Strategy 2014 and to formal advice given in the NPPF and PPTS.”

[Speaker Angus Murdoch]

- h That consideration of Application No 2018/0025 (Hillcrest Boarding Kennels, Birmingham Road, Water Orton, B46 1TG) be deferred for a site visit;**

[Speakers Stephen Haynes, Mandy Gardner and Nick Sarjant]

- i That in respect of Application No 2018/0084 (The Council House, South Street, Atherstone, CV9 1DE) the removal of the tree is agreed and that a suitable replacement tree be replanted in the garden;**
- j That in respect of Application No 2018/0085 (St Mary And All Saints Church, Coventry Road, Fillongley, Coventry, CV7 8ET) the works as proposed be agreed; and**
- k That in respect of Application No 2018/0023 (Land south east of M42 Junction 10, Trinity Road, Dordon)**
 - i) a Public Path Order be made as described in the report of the Head of Development Control and that it then be the subject of a period of consultation. If there are no objections received, or modifications required, then the Order be referred to the Secretary of State as an Unopposed Order; and**
 - ii) if objections are received or there are representations received that warrant modifications, then the matter be referred back to the Board for consideration.**

67 Planning Legislation Update

The Head of Development Control brought Members up to date with the Government's latest position in respect of changes to planning legislation and advice.

Resolved:

That the report be noted.

Mark Simpson
Chairman

**Planning and Development Board
5 March 2018
Additional Background Papers**

Agenda Item	Application Number	Author	Nature	Date
5/5	PAP/2016/0280	A Newton	Objection	1/3/18
		A Newton	Objection	28/2/18
		Agent	E-mail	28/2/18
5/11	PAP/2017/0237	L Clinton	Representation	2/3/18
		Agent	E-mail	2/3/18
5/93	PAP/2017/0384	Agent	E-mail	27/2/18
		WCC Highways	E-mail	28/2/18
5/104	PAP/2017/0465	Applicant	E-mails	2/3/18
5/125	PAP/2017/0524	Applicant	E-mail	23/2/18
5/173	PAP/2018/0084	Atherstone Town Council	Representation	16/2/18
5/179	PAP/2018/0085	Fillongley Parish Council	Representation	20/2/18

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

9 April 2018

Present: Councillor Simpson in the Chair.

Councillors Bell, L Dirveiks, N Dirveiks, Gosling, Hayfield, Jarvis, Jenns, Lewis, Morson, Phillips, Reilly, Smitten, Symonds and A Wright

Apologies for absence were received from Councillor Chambers (substitute Councillor N Dirveiks), Henney (substitute Councillor Gosling) and Sweet (substitute Councillor Lewis)

Councillors Humphreys, Moss and Clews were also present and with the permission of the Chairman spoke on Minute No 70 b, c and d respectively.

68 **Disclosable Pecuniary and Non-Pecuniary Interests**

Councillor Reilly declared a non-pecuniary interest in Minute No 70 e – Planning Applications (Application Nos 2018/0034 and 2018/0036, Former B Station Site, Faraday Ave, Hams Hall, Coleshill, B46 1AL) and took no part in the consideration of this item.

Councillor A Wright declared a non-pecuniary interest in Minute No 70 a – Planning Applications (Application No 2017/0335 - Land Adjacent 1, Jean Street, Baddesley Ensor, CV9 2EA) and took no part in the consideration of this item.

In respect of Minute No 70 Planning Applications (Application No 2018/0058 - Copperfields, Dog Lane, Nether Whitacre), the Monitoring Officer had granted Members a dispensation to consider and determine the Application.

69 **Appeal Update**

The Head of Development Control brought Members up to date with the outcome of recent appeal decisions. In particular attention was drawn to the recent Daw Mill decision.

Resolved:

That the report be noted.

70 **Planning Applications**

The Head of Development Control submitted a report for the consideration of the Board. Details of correspondence received since the publication of the agenda is attached as a schedule to these minutes.

Resolved:

- a **That Application No 2017/0335 (Land Adjacent 1, Jean Street, Baddesley Ensor, CV9 2EA) be approved subject to the conditions set out in the report of the Head of Development Control;**

Speakers Elaine Whittle and Jack Sweet

- b **That the Board is minded to support Application No 2017/0551 (Land South Of Warton Recreation Ground, Orton Road/Barn End Road, Warton) subject to completion of a Section 106 Agreement and planning conditions but that further discussions are held with a view to an access onto Orton Road and that the final determination of the Application be delegated to the Head of Development Control in consultation with the Board's Chairman, Vice Chairman, Opposition Spokesman and Local Members;**

Speakers Mark Simkins, Linda Cater and Ben Cook

- c **That providing there are no objections from the Highway and Flooding Authorities, that cannot be resolved by way of planning conditions, Applications No 2018/0005 and 2018/0006 (Aston Villa Training Ground, Bodymoor Heath Lane, Bodymoor Heath, B78 2BB) be approved subject to the conditions set out in the report of the Head of Development Control, but with the omission of conditions 3a, 3b and 4 on Application No 2018/0006;**

Speaker Shaun Darke

- d **That Application No 2018/0025 (Hillcrest Boarding Kennels, Birmingham Road, Water Orton, B46 1TG) be approved subject to a the revised conditions as set out in the report of the Head of Development Control, but as further amended in the case of condition 4 as set out below and subject to the grant of planning permission being for a temporary period of one year.**

"4. The holding kennels hereby permitted shall not receive or allow collection of animals other than between 0800 and 1800

hours Mondays to Fridays and 0800 and 1200 hours on Saturdays, Sundays, Public Holidays and Bank Holidays.”

Speakers Stuart Wootton and Stephen Haynes

- e That Applications No 2018/0034 and 2018/0036 (Former B Station Site, Faraday Ave, Hams Hall, Coleshill, B46 1AL) be approved as set out in the report of the Head of Development Control, subject to the minor alterations as verbally outlined to the Board;**
- f That Application No 2018/0058 (Copperfields, Dog Lane, Nether Whitacre, B46 2DT) be approved subject to the conditions set out in the report of the Head of Development Control;**
- g That Applications No 2018/0078 and 2018/0079 (80-82, High Street, Coleshill, B46 3AH) be approved subject to the conditions set out in the report of the Head of Development Control;**
- h That in respect of Application No 2018/0094 (St Andrews Home, Blythe Road, Coleshill, B46 1AF), the applicant be informed that the Council is not minded to support the removal of the condition for the reasons outlined in the report of the Head of Development Control, but that he be invited to meet with appropriate Board Members in order to explore a variation of the condition acceptable to both parties;**
- i That in respect of Application No 2018/0129 (Cole End Park, Lichfield Road, Coleshill) the works may proceed but that suitable replacement trees are planted in consultation with the Coleshill Town Council and that the agreed works are undertaken in accordance with the appropriate legislation in respect of the bird nesting season;**
- j That Application No 2018/0140 (Land East of Castle Road & North of Camp Hill Road, Hartshill & Nuneaton) be noted at this time and a site visit be arranged;**
- k That subject to no objections being received before 12 April 2018, Application No 2018/0185 (Recreation Ground, Johnson Street, Wood End, CV9 2RS) be approved subject to the planting of an appropriate replacement tree and undertaken in accordance with the appropriate legislation in respect of the bird nesting season; and**
- l That subject to no objections being received before 12 April 2018, Application No 2018/0186 (Meadow Street Park And**

Gardens, Meadow Street, Atherstone) be approved and that the works be undertaken in accordance with the appropriate legislation in respect of the bird nesting season.

71 NPPF Consultation on Proposed Changes

The Assistant Chief Executive and Solicitor to the Council brought Members up to date with main changes being proposed in the recent consultation into the NPPF.

Resolved:

- a That the consultation be noted; and**
- b That the Assistant Chief Executive and Solicitor to the Council be authorised to respond accordingly to the consultation including comments made by Members.**

Mark Simpson
Chairman

**Planning and Development Board
9 April 2018
Additional Background Papers**

Agenda Item	Application Number	Author	Nature	Date
5/5	PAP/2017/0335	Site Visit	Note	29/3/18
5/40	PAP/2017/0551	Agent	E-mail	5/4/18
		L Cater	Objection	9/4/18
5/64	PAP/2018/0005 and PAP/2018/0006	WCC Flooding	Consultation	29/3/18
		WCC Highways	Consultation	29/3/18
		Rambler Association	Consultation	29/3/18
		WWT	Consultation	3/4/18
		Sport England	Consultation	28/3/18
5/85	PAP/2018/0025	Site Visit	Note	29/3/18
5/103	PAP/2018/0034 and PAP/2018/0036	Applicant	Letter	28/3/18
		Applicant	E-mail	3/4/18
5/172	PAP/2018/0129	Coleshill Town Council	Representation	3/4/18

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

14 May 2018

Present: Councillor Simpson in the Chair.

Councillors Bell, L Dirveiks, Hayfield, Henney, Jarvis, Lewis, Morson, Phillips, Reilly, Smith, Smitten, Sweet, Symonds and A Wright

Councillors Clews and Gosling were also in attendance.

The Board thanked Councillors Chambers and Jenns for their work on the Board.

1 **Disclosable Pecuniary and Non-Pecuniary Interests**

Councillors Bell, Hayfield, Reilly and A Wright declared a non-pecuniary interest in Minute No 2 – Planning Applications (Application No 2018/0011) by virtue of being Members of Warwickshire County Council.

Jeff Brown, Head of Development Control, declared a non-pecuniary interest in Minute No 2 – Planning Applications (Application No 2018/0011) by virtue of being the Chair of Governors for the Michael Drayton School. He took no part of the consideration of that item.

2 **Planning Applications**

The Head of Development Control submitted a report for the consideration of the Board.

Resolved:

a That in respect of Application No 2018/0011 (Michael Drayton School, The Woodlands, Hartshill, CV10 0SW):

i) no objection be raised but that the County Council be requested to consider the potential for increased car parking by replacing grass verges within The Woodlands estate with parking lay-bys, together with land at the turning circle off Church Road; and

ii) that Members' concern regarding the future provision of school places and parking at school be addressed by inviting the Local Education Authority to a meeting with Members.

b That Application No 2018/0053 (Land South of Gardeners Cottage, Pooley Lane, Polesworth) be deferred for an

independent review of the highways issues related to the application;

- c That Application No 2018/0082 (92, Coleshill Road, Hartshill, CV10 0PH) be approved subject to the conditions set out in the report of the Head of Development Control;

[Speaker Mrs L Duester]

- d That in respect of Application No 2018/0094 (St Andrews Home, Blythe Road, Coleshill, B46 1AF) the Council does not agree to the removal of the condition for the reasons set out in the report of the Head of Development Control;
- e That in respect of Application No 2018/0095 (20, Hawthorn Way, Hartshill, Nuneaton, CV10 0XQ) consent be granted; and
- f That Application No 2018/0133 (St Georges House, Gerards Way, Coleshill, B46 3FG) be deferred for a site visit.

[Speaker Terry Wright]

3 Corporate Plan Targets 2017/18

The Head of Development Control reported on the action taken on a number of targets as set out the 2017/2018 Corporate Plan.

Resolved:

- i) That the report be noted and thanks be given to Officers for their work on the issues reported;
- ii) That a presentation be made to this Board on Section 106 agreements; and
- iii) That the Executive Board be recommended to establish a Member working group on Section 106 agreements.

4 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April 2017- March 2018

The Chief Executive reported on the progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Planning and Development Board for April 2017 to April 2018.

Resolved:

That the report be noted.

5 **Appeal Update**

The Head of Development Control brought Members up to date in respect of the recent Daw Mill appeal decision.

Resolved:

That the report be noted at this time.

6 **Exclusion of the Public and Press**

Resolved:

That under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Schedule 12A to the Act.

7 **Tree Preservation Order**

The Board was asked to consider the making of a Tree Preservation Order in respect of trees at St Mary's Church in No Man's Heath.

Resolved:

That an Order is made for the reasons set out in the report of the Head of Development Control in respect of trees at St Mary's Church in No Man's Heath and that any representations duly made be referred back to the Board in due course for consideration as to whether to confirm the Order or not.

8 **Appeal Update**

The Assistant Chief Executive and Solicitor to the Council and Head of Development Control gave further details on the cases referred to in the report.

Resolved:

- i) That a quarterly update on the five year housing supply be reported to the Member working group recommended in Minute No 3 iii); and**
- ii) That a presentation be given to Members on the five year housing supply issue.**

Mark Simpson
Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

11 June 2018

Present: Councillor Simpson in the Chair.

Councillors Bell, Clews, L Dirveiks, Hayfield, Henney, Jarvis, Lewis, Phillips, Reilly, Smith, Smitten, Sweet and Symonds.

Apologies for absence were received from Councillors Morson and Councillor A Wright (substitute Councillor Clews).

9 **Disclosable Pecuniary and Non-Pecuniary Interests**

None were disclosed at the meeting.

10 **Planning Applications**

The Head of Development Control submitted a report for the consideration of the Board.

Resolved:

- a **That in respect of Application No 2018/0012 (Horiba Mira Ltd, Watling Street, Caldecote, Nuneaton) no objection be raised and the application be supported;**
- b **That in respect of Application No 2018/0014 (Judkins Recycling Centre, Tuttle Hill, Nuneaton, CV10 0HU) the Council raises no objection in principle but recommends that the Nuneaton and Bedworth Borough Council should assess the need for any infrastructure improvements within Hartshill, affect on schools and highways implications (particularly the accessways from this site onto the major or strategic road network) as a consequence of any approval;**
- c **That in respect of Application No 2013/0020 (Plot 1 Ocado, Phase 2, Danny Morson Way, Birch Coppice Business Park, Dordon, B78 1SE):**
 - i) **That the recommendation set out in Appendix A to the report of the Head of Development Control be agreed;**
 - ii) **That the Board receive reports as appropriate, from officers in order to monitor noise emissions from the site; and**

- iii) That Officers attend tenants' meetings as required to raise any relevant noise issue for the Birch Coppice site as a whole

[Speakers Jess Powell, Mike Brownstone and Jonathan Bomfrey]

- d That with respect to Application No 2017/0413 Land north of Grendon Road, Polesworth:

- i) That the Board is minded to approve the application and the decision whether to grant planning permission be delegated to the Head of Development Control in consultation with the Chairman of the Board and Opposition Spokesman including the final details of the section 106 Agreement and subject to conditions set out in the said report and subject to the conditions arising from the Highway Authority's response; the future maintenance of the surface water drainage arrangements as well as the maintenance of on-site open space as shown on the approved plan; and

- ii) That the Board undertake a site visit to the area to consider the overall implications of development

- e That Application No 2018/0133 (St Georges House, Gerards Way, Coleshill, B46 3FG) be approved given the limited amenity value of the current condition of the tree, subject to a tree replacement condition to be agreed by the Head of Development Control;

[Speaker Terry Wright]

- f That in respect of Application No 2018/0206 (Co-op Supermarket, 123 Long Street, Atherstone, CV9 1AB) the works may continue without the need for a Tree Preservation Order;

- g That Application No 2018/0235 (L'abri, Ansley Lane, Arley, Coventry, Warwickshire, CV7 8FU) be deferred for a site visit;

- h That Application No 2018/0282 (Alder Court and Heather Court, Friary Road, Atherstone, CV9 3AE) be approved subject to the conditions set out in the report of the Head of Development Control;

- i That the receipt of Application No 2018/0287 (Former Sparrowdale School & Recycling Centre, Spon Lane, Grendon, CV9 2PD) be noted and a site visit be arranged;

- j That in respect of Application No 2018/0023 (Land south east of M42 Junction 10, Trinity Road, Dordon):**
 - i) Public Path Order AE55 not be confirmed for the reasons given in the the report of the Head of Development Control;**
 - ii) Public Path Order AE55 (Number 2) be made and circulated for consultation; and**
 - iii) Provided no objections are received, that Order be confirmed.**

- k That with respect to Application No 2018/0053 (Land South of Gardeners Cottage, Pooley Lane, Polesworth):**
 - i) That the Board is minded to support the application and the decision whether to grant planning permission be delegated to the Head of Development Control in consultation with the Chairman of the Board and Opposition Spokesman including the final details of the section 106 Agreement, subject to the conditions set out in the report and subject to the additional conditions with regard to Highways matters; and**
 - ii) That the Chairman, Vice Chair and Opposition Spokesman meet with the Cabinet Member for Highways at Warwickshire County Council.**

11 Appeal Update

The Head of Development Control brought Members up to date in respect of three recent appeal decisions.

Resolved:

That the report be noted at this time.

Mark Simpson
Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE COMMUNITY AND ENVIRONMENT BOARD

12 March 2018

Present: Councillor Smith in the Chair.

Councillors Bell, Chambers, Gosling, Hanratty, Humphreys, Jarvis, Lewis, Phillips, Symonds and Waters.

Apologies were received from Councillors Ferro and Singh (Substitute Councillor Humphreys).

44 **Disclosable Pecuniary and Non-Pecuniary Interests**

Councillor Gosling declared a non-pecuniary interest in Minute 47 –Financial Assistance to Outside Bodies, by reason of being a member of the Big Local Partnership Board and Director of Jellybeans Nursery.

Councillor Chambers declared a non-pecuniary interest in Minute 48 – LEADER Programme Update, by virtue of being a Director of Ruby's Yard Community Interest Company.

Councillor Bell declared a non-pecuniary interest in Minute 48 – LEADER Programme Update, by virtue of being the County Council's representative on the Local Action Group.

Councillor Humphreys declared a non-pecuniary interest in Minute 48 – LEADER Programme Update, by virtue of being the Borough Council's representative on the Local Action Group.

Councillor Gosling declared a non-pecuniary interest in Minute 50 – North Warwickshire Green Space Strategy Progress Report, by reason of being a Director of Jellybeans Nursery and a member of the Friends of Daffern's Wood Group.

45 **Minutes of the meeting of the Board held on 22 January 2018**

The minutes of the meeting held on 22 January 2018, copies having been previously circulated were approved as a correct record and signed by the Chairman.

46 **Financial Inclusion Update**

The Assistant Chief Executive (Community Services) provided Members with an update of the Financial Inclusion activity undertaken by the Council. The

majority of activity had been undertaken over the last twelve months and delivered under the North Warwickshire Community Partnership “Tackling Poverty” commitment.

Resolved:

That the report be noted.

47 Financial Assistance to Outside Organisations

The Assistant Director (Leisure and Community Development) detailed requests for assistance through the provision of an annual grant received from Warwickshire Community and Voluntary Action (WCAVA), North Warwickshire Citizens Advice Bureau (NW CAB), Live and Local and the North Warwickshire Allotments Federation.

Resolved:

- a That the progress made by WCAVA in its delivery of the Third Sector Infrastructure Support Grant Agreement be noted and that financial assistance in the form of two instalments for 2018/19 as detailed in the report, be approved;**
- b That the draft Service Level Agreement be approved for further negotiation with NW CAB and that the proposed financial award for 2018/19 be approved and administered as indicated in the report, including the provision for the second instalment to be made subject to the prior agreement of the Chairman and Vice-Chairman of the Board;**
- c That the work undertaken by Live and Local in assisting local promoters to deliver professional arts performances in local venues be noted and that the proposed grant award towards the countywide Key Client Agreement, be approved; and**
- d That the work undertaken by the North Warwickshire Allotments Federation be noted and that, subject to the successful conclusion of negotiations in respect of the appended draft Service Level Agreement, the proposed annual grant award be approved.**

48 LEADER Programme Update

The Assistant Director (Leisure and Community Development) updated Members on the progress made in respect of the delivery of the North Warwickshire and Hinckley and Bosworth LEADER programme (2015 to 2020).

Resolved:

That the progress made in respect of the North Warwickshire and Hinckley and Bosworth LEADER programme (2015 to 2020) be noted.

49 Leisure Facilities: Key Performance Indicators

Members were asked to consider the adoption of a set of key indicators through which the Board could monitor the operational and financial performance of the Borough Council's leisure facilities at each of its meetings.

Resolved:

- a That the proposed set of indicators through which the Board will monitor the operational and financial performance of the Borough Council's leisure facilities at each of its meetings be approved; and**
- b That, directly before the next meeting of the Board, a session be held for Members providing a detailed explanation around the data used to support the proposed Service Improvement Plan and generate the Leisure Facilities Key Performance Indicators.**

50 North Warwickshire Green Space Strategy Progress Report

The Assistant Director (Leisure and Community Development) informed Members of the progress made in respect of delivery against the priorities set out in the North Warwickshire Green Space Strategy (2008 to 2018).

Resolved:

That the progress made in respect of the implementation of the priorities of the North Warwickshire Green Space Strategy (2008 to 2018) be noted.

51 Health and Wellbeing Action Plan (2017 to 2020)

The Assistant Director (Leisure and Community Development) updated Members on the progress made in respect of the actions identified in the approved three-year Health and Wellbeing Action Plan.

Resolved:

That the progress made in respect of the delivery of commitments identified in the current Health and Wellbeing Action Plan be noted.

52 **Minutes of the Health and Wellbeing Working Party meeting held on 8 February 2018**

The minutes of the Health and Wellbeing Working Party meeting held on 8 February 2018 were received and noted.

53 **Atherstone Market**

The Assistant Director (Streetscape) updated Members on the current agreement with Atherstone Town Council and Hinckley and Bosworth Borough Council to manage the events and market trading in Atherstone Market Square and proposed that responsibility for overseeing the day-to-day operation of the Market passes to Atherstone Town Council.

Resolved:

- a **That the contents of the report be noted and that the proposal that Atherstone Town Council oversees the operation of the Market from 1 April 2018, be approved; and**
- b **That a further report be brought back to the Board in twelve months' time to review the success of the Market and how it has been managed and operated.**

54 **Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April – December 2017**

Members were informed of the progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Board from April to December 2017.

Resolved:

That the report be noted.

Councillor Smith
Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE RESOURCES BOARD

19 March 2018

Present: Councillor D Wright in the Chair

Councillors Chambers, Davey, Davis, Henney, Lea, Moss, Simpson and Waters.

Apologies for absence were received from Councillor N Dirveiks.

Councillors Bell, Clews, Jarvis and Symonds were also in attendance.

82 **Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

83 **Minutes of the Resources Board held on 29 January 2018**

The minutes of the meeting of the Board held on 29 January 2018, copies having previously been circulated, were approved as a correct record and signed by the Chairman.

84 **Homelessness Strategy and Action Plan 2018**

The Assistant Director (Housing) submitted a Homelessness Strategy and Action Plan 2018 to the Board for consideration.

Resolved:

- a That the Homelessness Strategy and Action Plan 2018 be approved; and**

Recommendation to Special Sub Group:

- b That the staffing proposals set out in the report of the Assistant Director (Housing) be considered and approved.**

85 Financial Inclusion Update

The Assistant Chief Executive (Community Services) provided Members with an update on the Financial Inclusion activity undertaken by the Council.

Resolved:

That the report be noted.

86 Asset Management Plan – Council Stock

The Assistant Director (Housing) submitted a revised Asset Management Plan to the Board for consideration and comment.

Resolved:

That the Asset Management Plan for the Council's stock be approved.

87 Exclusion of the Public and Press

Resolved:

That under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business, on the grounds that it involves the likely disclosure of exempt information as defined by Schedule 12A to the Act.

88 Irrecoverable Local Taxation Debts

The Assistant Chief Executive (Community Services) detailed the amounts recommended for write-offs in accordance with the write-off policy agreed by the Resources Board on 23 May 2016. The Assistant Chief Executive (Community Services) also tabled an additional write-off amount for consideration by the Board.

Resolved:

- a That the write off of a balance over £5,500 totalling £16,106.46 in respect of 2 Non Domestic Rates Account, £27,300.16 in respect of 4 unpaid Council Tax accounts and £18, 801.46 in respect of 3 Housing Benefit Overpayments, as outlined in Appendix A and the tabled Appendix A(i) of the report of the Assistant Chief Executive (Community Services), be noted; and**

- b That the total amount of write-offs in the year to date and over the last 6 years, including those written off by the Assistant Chief Executive (Community Services) under delegated powers, as detailed in Appendix B to the report, be noted.**

89 Chris Brewer - Deputy Chief Executive

The Chair of Resources Board reported that Chris Brewer was retiring from the Council at the end of March and this was his last Council meeting. The Chair wished to place on record his thanks to Chris for all the work undertaken during his time with North Warwickshire and asked Members to join him in wishing him well for a long and happy retirement.

D Wright
CHAIRMAN

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE RESOURCES BOARD

21 May 2018

Present: Councillor D Wright in the Chair.

Councillors Davis, N Dirveiks, Farrell, Gosling, Humphreys, Reilly, Simpson and Symonds.

Apologies for absence were received from Councillors Davey (Substitute Councillor Reilly), Henney (Substitute Councillor Farrell), Moss and Waters (Substitute Councillor Humphreys)

Councillors Clews, Hayfield, Lewis and Phillips were also in attendance. and with the Chairman's permission Councillor Hayfield spoke on Minute No 3 (Asset Transfer of Arley Sports Centre) and Councillor Phillips spoke on Minute No 4 (Telecoms Proposal at Wood End Recreation Ground).

1 **Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

2 **Public Participation**

The following questions were submitted to the Board.

Question from Karen Birch, Arley

What safeguards are in place to ensure that the land and the buildings use for the next 10 years stays as a recreational / leisure use if the asset is sold to Elite Sports Development and if the building is then deemed "not fit for purpose" (as per point 4.3 in the Resources Board report dated 21st May 2018, Agenda Item no 5)?

The response given by the Chairman was as follows:-

The Borough Council is seeking to asset transfer Arley Sports Centre as the best means by which to secure the continued and enhanced availability of the facility for the local community.

Within its detailed negotiations with Elite Sports Development, the Borough Council has sought to protect, for at least the next 10 years, Arley Sports Centre's use as a leisure / recreational asset for the local community by way of a covenant that restricts its use to that of the current "Use Class Order" (that of

a sports / leisure facility). This period of time is considered to be reasonable in view of the age and condition of the building. The Authority has no reason to believe that a structural defect will prevent its use as a Sports Centre within this time frame. Subject to any agreed asset transfer, however, the Authority cannot be held responsible for the manner in which the building is maintained and, therefore, cannot safeguard its leisure / recreational use subsequent to responsibility for the building passing to another body, beyond the terms of the proposed asset transfer agreement.

The terms of the proposed transfer are such that the Borough Council has sought to both protect the availability of the Sports Centre and provide an opportunity for an alternative provider to invest in improved facility provision for the community.

Question from Andrew Crow, Arley

If an independent small company can prepare a sound financial business plan to run Arley Sports Centre even if not to make vast profits, but at least without losing money, can Councillors explain why with all their experience of running sports and leisure facilities they cannot do the same as part of a Local Authority Trading Company?

The response given by the Chairman was as follows:-

Both nationally and locally, authorities are considering, and implementing, different operating models for a variety of services, some of which include the potential afforded by relatively small, independent organisations.

It is not appropriate to divulge the details of a private company's business plan, but it is clear that it will not be carrying the same level of staffing and organisational overheads that are borne by the Borough Council. It may also be able to reduce its projected business rates liabilities and, potentially, access funding for which the Authority is not eligible. These factors were identified by the external consultants responsible for the recent Strategic Leisure Review and were used to support their recommendation to consider the advantages of an asset transfer of the Sports Centre, in order to protect its continued availability for the local community.

Questions from Kelly Shemmans, Ansley

In the meeting this evening Councillors are discussing a proposal to basically give away a valuable asset to an independent third party. In the event that this third party venture fails can Councillors explain why there is no clause in the proposed agreement which would automatically ensure that either the Council or possibly the Local Community would have first refusal on re-possession of the property in that event?

The response given by the Chairman was as follows:-

In recognition of its value to the local community, the proposed asset transfer of the Sports Centre is being pursued as the best option to secure the continued and enhanced provision of leisure facilities in Arley. The proposed covenant to restrict the facility's use for the provision of a leisure service for at least the next 10 years further emphasises this commitment. If any future operator determines to seek to sell the facility, the Borough Council and / or the local community could seek to acquire the property. From a Borough Council perspective, however, any such decision would be based upon the prevailing needs of the community; the age, condition of, and liabilities associated with, the building and the financial climate under which the Authority was operating at the time. Under these circumstances a "first refusal" clause was considered not to be necessary.

3 Asset Transfer of Arley Sports Centre

The Assistant Director (Leisure and Community Development) and the Assistant Director (Streetscape) informed the Board of the outcome of negotiations with Elite Sports Development and asked Members to consider the asset transfer of the Sports Centre to them on the identified terms.

Resolved:

- a That Arley Sports Centre be declared surplus to requirements; and**

Recommended:

- b That the asset transfer of Arley Sports Centre to Elite Sports Development, on the terms identified in the report of the Assistant Director (Leisure and Community Development) and the Assistant Director (Streetscape), be approved.**

4 Telecoms Proposal at Wood End Recreation Ground

The Assistant Director (Streetscape) and Assistant Director (Leisure and Community Development) informed Members of a proposal to install a telecoms mast at Wood End Recreation Ground.

Resolved:

- a That the proposal to install a telecoms mast at Wood End Recreation Ground on the terms set out in the report of the Assistant Director (Streetscape) and Assistant Director (Leisure and Community Development) be approved;**

- b That a 25 year lease be granted to Shared Access for the associated Access Rights to Wood End Recreation Ground; and**

Recommendation to Executive Board

- c That the capital receipt received from Shared Access be ring-fenced to be used in Wood End, in consultation with local ward Members.**

5 Update of the Financial Regulations

The Assistant Chief Executive (Finance and Human Resources) informed Members of some proposed amendments to the Financial Regulations.

Recommended:

That the updated Financial Regulations, attached at Appendix A to the report of the Assistant Chief Executive (Finance and Human Resources), be approved and the consequent amendments to the Constitution be made.

6 Internal Audit Annual Report 2017/18

The Assistant Chief Executive (Finance and Human Resources) presented the Head of Internal Audit's Annual Report.

Resolved:

- a That the findings of the assessment of the internal audit function against the Public Sector Internal Audit Standards and quality assurance programme be noted;**
- b That the summary of the internal audit work which supports the Head of Internal Audit's opinion, as set out in Appendix A to the report of the Assistant Chief Executive (Finance and Human Resources) be noted; and**
- c That the Head of Internal Audit's overall opinion on the control environment be noted.**

7 Internal Audit Plan 2018/19

The Assistant Chief Executive (Finance and Human Resources) set out the proposed Internal Audit Plan for 2018/19.

Resolved:

That the Internal Audit Plan, as set out in Appendix A of the report of the Assistant Chief Executive (Finance and Human Resources), be approved.

8 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April 2017 – March 2018

The Chief Executive informed Members of the progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Resources Board for April 2017 to March 2018.

Resolved:

That the report be noted.

9 Members' Allowances Out-turn for 2017/18

The Assistant Chief Executive (Finance and Human Resources) advised Members of the allowances paid for 2017/18, which the Council had a duty to publish under the Members' Allowance Scheme.

Resolved:

That the report be noted.

10 Risk Management Annual Report 2017/18

The Assistant Chief Executive (Finance and Human Resources) informed Members of risk management actions undertaken during 2017/18 and the risks identified for 2018/19.

Resolved:

That the report be noted.

11 Annual Treasury Report for 2017/18

The Assistant Chief Executive (Finance and Human Resources) reported on the out-turn for 2017/18 and highlighted any areas of significance.

Resolved:

**a That the Annual Treasury Report for 2017/18 be noted;
and**

Recommended:

- b That the Annual Treasury Report be approved.**

12 Universal Credit Update

The Assistant Chief Executive (Community Services) updated Members on the latest information regarding the implementation of Universal Credit.

Resolved:

That the report be noted.

13 Exclusion of the Public and Press

Resolved:

That under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following items of business, on the grounds that they involve the likely disclosure of exempt information as defined by Schedule 12A to the Act.

14 Microsoft Office Replacement

The Assistant Director (Corporate Services) reported on the need to consider the replacement of versions of Microsoft Office (2010), Exchange (2010) and Windows (7) that it was licensed to use as they would cease to be supported early in 2020. Members were asked to agree a suggested course of action.

Recommendation:

- a That the contents of the report of the Assistant Director (Corporate Services) be approved; and**
- b That the revenue requirement detailed in paragraph 6.1.1 of the report of the Assistant Director (Corporate Services) be taken forward as approved additional funding in the 2019/20 budget process.**

15 Irrecoverable Local Taxation Debts

The Assistant Chief Executive (Community Services) detailed the amounts recommended for write-offs in accordance with the write-off policy agreed by the Resources Board on 23 May 2016.

Resolved:

- a That the write off of a balance over £5,750 totalling £7,906.70 in respect of 2 unpaid Council Tax accounts,**

as outlined in Appendix A of the report of the Assistant Chief Executive (Community Services), be noted; and

- b That the total amount of write-offs in the year to date and over the last 6 years, including those written off by the Assistant Chief Executive (Community Services) under delegated powers, as detailed in Appendix B to the report, be noted.**

16 Land at Clinton Road, Coleshill

Consideration of this item was deferred to a future meeting.

D Wright
CHAIRMAN

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE EXECUTIVE BOARD

18 June 2018

Present: Councillor Humphreys in the Chair

Councillors Bell, Chambers, N Dirveiks, Farrell, Hayfield, Phillips, Reilly, Simpson and D Wright

Councillor Symonds was also in attendance.

1 **Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

2 **Minutes of the meetings of the Board held on 12 February and 22 March 2018**

The minutes of the meetings of the Board held on 12 February and 22 March 2018, copies having been circulated, were approved as a correct record and signed by the Chairman.

3 **Capital Programme – 2017/18 Final Position**

The Assistant Chief Executive (Finance and Human Resources) updated Members on the final position of the 2017/18 Capital Programme and highlighted those schemes which had not progressed as quickly as expected and which were recommended to be carried forward into the 2017/18 Capital Programme.

Recommended:

- a **That the level of expenditure incurred to the end of March 2018 against the 2017/18 Revised Capital Programme be noted;**
- b **That the new build programme for HRA assets in 2018/19 be reduced by £731,117;**
- c **That the requests to carry forward schemes identified in column 6 of Appendix A to the report of the Assistant Chief Executive (Finance and Human Resources) be approved and added to the 2018/19 Capital Programme; and**
- d **That the supplementary estimate request of £120,000 for work at the Depot be approved and added to the 2018/19 Capital Programme.**

4 Capital Accounts 2017/18

The Board was informed that the Capital Accounts 2017/18 had been prepared. Members were invited to approve the methods of funding used.

Recommended:

That the methods of funding to meet capital expenditure incurred in 2017/18 be approved.

5 Earmarked Reserves 2018/19

The Assistant Chief Executive (Finance and Human Resources) reported on the level of reserves at 31 March 2018, subject to audit. Members were asked to approve the proposed use of reserves in 2018/19.

Recommended:

That the reserves held at 31 March 2018, and the planned use of reserves in 2018/19 be approved.

6 Annual Governance Statement 2017/18

The Assistant Chief Executive (Finance and Human Resources) reported on the Annual Governance Statement setting out arrangements the Council had put in place for the governance of its affairs and facilitating the effective exercise of its functions, including arrangements for the management of risk. Members were asked to approve the Statement and Improvement Plan.

Recommended:

- a That the Annual Governance Statement for 2017/18, attached as Appendix A to the report of the Assistant Chief Executive (Finance and Human Resources) be approved; and**
- b That the improvement plan, attached as Appendix C to the report be approved and progress against the plan be report to the Board**

7 Financial Statements 2017/18

The Assistant Chief Executive (Finance and Human Resources) highlighted the position on the General Fund and Housing Revenue Account, compared with the estimated position previously reported.

Resolved:

That the position on the General Fund and Housing Revenue Account as at 31 March 2018 be noted.

8 Elected Member – Armed Forces Covenant Champion

The Assistant Chief Executive (Community Services) invited the Board to appoint an Elected Member to champion the work of the Council's delivery on the Armed Forces Covenant to ensure that the Armed Forces Community were able to access Council services and other agencies for the area.

Recommended:

That Councillor Jenns be appointed as Armed Forces Covenant Champion.

9 Representation on Outside Bodies

The Chief Executive asked the Board to consider the Council's continued membership of the Industrial Communities Alliance and SPARSE Rural.

Recommended:

- a That notice be given to end the Council's membership of the Industrial Communities Alliance;**
- b That notice be given to end the Council's membership of SPARSE Rural; and**
- c That the Council does not make an additional one-off voluntary payment of £350 to SPARSE Rural for further research.**

10 General Data Protection Regulation Preparation and Review of Data Protection Policy

The Assistant Chief Executive and Solicitor to the Council informed Members of the preparations carried out for the implementation of the General Date Protection Regulation and sought approval of a revised Data Protection Policy for the Council.

Resolved:

- a That the revised Data Protection Policy be approved;
- b That the preparations carried out for the implementation of the General Data Protection Regulations, outlined in the report of the Assistant Chief Executive and Solicitor to the Council, be noted; and
- c That training be arranged for Members on the General Data Protection Regulations.

11 Telecoms Proposal at Wood End Recreation Ground

The Assistant Director (Streetscape) and Assistant Director (Leisure and Community Development) invited the Board to consider the financial implications relating to the installation of a telecoms mast at Wood End Recreation Ground.

Recommended:

That the capital receipt received from Shared Access be ring-fenced to be used in Wood End, in consultation with local ward members.

12 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April 2017 – March 2018

The Chief Executive informed Members of the progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Executive Board for April 2017 to March 2018.

Recommended:

- a That the report be noted but where possible in future more information and clarification be given;
- b That progress against NI 154, NI 155, NI159 and NWLPI 015 be reported to the next meeting of the Board;
- c That a report be presented to a future meeting of the Board on proposals for Community Safety across North Warwickshire; and
- d That Officers be asked to arrange a cross-party meeting with the Police and other appropriate Partners.

13 Velo Cycle Event

The Assistant Director (Streetscape) asked Members to support the hosting of the Velo cycle event in North Warwickshire and proposed that the Borough Council work in partnership with Warwickshire County Council, the organisers and the other host authorities to promote the event over the coming year and beyond.

Resolved:

That the hosting of the Velo event in the Borough in 2019 be supported and, if successful, the event be invited back to the area in future years.

14 Section 106 Working Group

The Assistant Chief Executive and Solicitor to the Council invited the Board to consider the setting up of a Members working group on Section 106 Agreements.

Recommended:

- a That a Member Working Group on Section 106 Agreements be established comprising 3 Conservative Members and 2 Labour Members; and**
- b That membership of that Group be agreed at the Full Council meeting to be held on 27 June 2018.**

15 Minutes of the Safer Communities Sub-Committee held on 13 March 2018

The minutes of the meeting of the Safer Communities Sub-Committee held on 13 March 2018 were received and noted.

16 Minutes of the Special Sub-Group held on 13 February and 22 May 2018

The minutes of the meetings of the Special Sub-Group held on 13 February and 22 May 2018 were received and noted.

17 Exclusion of the Public and Press

Resolved:

That under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the grounds that it

involves the likely disclosure of exempt information as defined in Schedule 12A to the Act.

18 Senior Management Structure

The Chief Executive sought approval for recommendations on financial and operational matters required to implement the new Senior Management arrangements agreed at the February Council Meeting. The Chief Executive responded at the meeting to a number of questions raised by Members.

Recommended:

That the proposals set out in section 4 of the report of the Chief Executive, in relation to job roles, remuneration, job titles, back-filling and support arrangements be agreed.

David Humphreys
Chairman