

# **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**

**26 FEBRUARY 2020**

**at**

**6.30pm**



North Warwickshire  
Borough Council

**Steve Maxey** BA (Hons) Dip LG Solicitor  
**Chief Executive**

The Council House  
South Street  
Atherstone  
Warwickshire  
CV9 1DE

**This matter is being dealt with by**  
**Emma Humphreys**  
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Your ref :

Our ref : EH

Date : 18 February 2020

**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 26 February 2020 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 Meeting of the Council held on  
4 December 2019 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** – 9 December 2019, 13 January 2020 and 3 February 2020 (Pages 100 to 111).
  - b **Community and Environment Board** – 20 January 2020 (Pages 112 to 115).
  - c **Resources Board** – 27 January 2020 (Pages 116 to 120).
  - d **Licensing Committee** - 28 January 2020 (Pages 121 to 122).
  - e **Executive Board** – 10 February 2020 (Pages 123 to 126).

- 8 Under Standing Order No 10 the following Notice of Motion has been received:

**“This Council notes**

Fireworks are used by people throughout the year to mark different events. While they bring much enjoyment to some people, they can cause significant problems and fear for other people and animals. The noise from fireworks can be a source of fear and distress for many animals and the debris from fireworks can pose a hazard to animals such as horses and livestock.

Legislation allows the use of fireworks up to 1am on the night of New Year’s Eve and it is the police who enforce outside this time. The noise from fireworks would be governed by the normal law of nuisance, however, because of the short nature of fireworks and the difficulty with specifics as to who is setting them off, this law typically is not useful.

North Warwickshire Borough Council does not have the power to place advertising conditions on firework displays as they are not licensable activities.

The proposal is that:

- 1 NWBC website should display current legislation and guidance regarding the use of fireworks and provide advice on mitigating the impact on neighbours and animals.
- 2 NWBC should write to our MPs requesting them to ask government to introduce legislation to limit the maximum noise level of fireworks to 90dB for those sold to the public for private displays.
- 3 NWBC should consider the conditions under which it allows use of its own land for firework displays.”

- 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, consisting of a series of loops and a long horizontal stroke.

Chief Executive

**MINUTES OF THE MEETING OF THE  
NORTH WARWICKSHIRE BOROUGH COUNCIL HELD AT THE COUNCIL  
HOUSE, SOUTH STREET, ATHERSTONE ON  
WEDNESDAY 4 DECEMBER 2019**

Present: Councillor Moss in the Chair.

Councillors Bell, Chambers, D Clews, T Clews, Davey, Deakin, Downes, Farrell, Farrow, Gosling, Hayfield, D Humphreys, M Humphreys, Jarvis, Jenns, Lebrun, Lees, McLauchlan, Osborne, Parker, Parsons, H Phillips, O Phillips, Reilly, Rose, Simpson, Smith, Symonds, and D Wright

Apologies for absence were received from Singh and A Wright.

**31 Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

**32 Minutes of the Meeting of the Council held on 25 September 2019 and the Minutes of the Extraordinary Meeting of the Council held on 22 October 2019**

The minutes of the Meeting of the Council held on 25 September 2019 and the minutes of the Extraordinary Meeting of the Council held on 22 October 2019 were approved as a correct record and signed by the Mayor.

**33 Mayor's Announcements**

The Mayor advised that he had been to the funerals of the former Members who had recently died, and gave further details of the life of former Councillor Stuart.

The Mayor passed on his best wishes to former Councillor Ann Lewis who had been unwell.

**34 Questions Pursuant to Standing Order No. 7**

No questions had been received

**35 Minutes of Boards/Committees**

**a) Planning and Development Board – 7 October and 4 November 2019**

It was proposed by Councillor Simpson, seconded by Councillor T Clews and

**Resolved:**

**That the minutes of the meetings of the Planning and Development Board held on 7 October and 4 November 2019, together with the recommendations contained therein, be approved and adopted.**

**b) Community and Environment Board – 14 October 2019**

It was proposed by Councillor Bell, seconded by Councillor Smith and

**Resolved:**

**That the minutes of the meeting of the Community and Environment Board held on 14 October 2019, together with the recommendations contained therein, be approved and adopted.**

**c) Resources Board – 11 November 2019**

It was proposed by Councillor D Wright, seconded by Councillor Symonds and

**Resolved:**

**That the minutes of the meeting of Resources Board held on 11 November 2019, together with the recommendations contained therein, be approved and adopted.**

**d) Executive Board – 25 November 2019**

It was proposed by Councillor D Humphreys, seconded by Councillor D Wright and

**Resolved:**

**That the minutes of the meeting of the Executive Board held on 25 November 2019, together with the recommendations contained therein, be approved and adopted.**

**36 Notice of Motion under Standing Order No. 10**

There following Notice of Motion was proposed by Councillor Chambers and Seconded by Councillor Dirveiks:

**“This Council notes**

Atherstone Town Community Football Club is a positive force for good within the local community. It provides a vital sporting facility for a wide range of local people of all ages to engage in active sport as well as providing a social focus for others.

Over many years there has been continuing uncertainty over the future of the Sheepy Road Ground, now a Community Asset.

The lease is currently between North Warwickshire Borough Council and a private company, who allow Atherstone Town Community Football Club access. The Football Club have no direct agreement with the Borough Council, but the leaseholder has now confirmed they wish to give up the lease. This provides an opportunity to secure the long-term future of football at the site.

**Given the potential legal implications of releasing all information into the public domain regarding the lease, this Council therefore commits to:**

- 1 Seek all available legal routes to end the lease of the current leaseholder with immediate effect.**
- 2 Enters into negotiations with Atherstone Town Community Football Club with a view to the asset transfer of the site or providing them with a long-term lease enabling them to access the readily available funding from Sport England and others.**
- 3 Publicly declares its commitment to the football ground remaining a sporting facility for the benefit of the community.”**

**Upon being put to the meeting the Mayor declared the Motion to be carried.**

### **37 The Common Seal**

It was proposed by Councillor Morson, seconded by Councillor D Wright 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

### MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

9 December 2019

Present: Councillor Simpson in the Chair.

Councillors Bell, T Clews, Chambers, Deakin, Dirveiks, Downes, Hayfield, D Humphreys, Lebrun, Lees, Morson, H Phillips, Reilly and Symonds.

Apologies for absence were received from Councillor Jarvis (substitute Councillor Reilly), Councillor Parson (substitute Councillor Chambers) and A Wright (substitute Lees).

Councillors D Clews, Jenns, Lees and Moss were also in attendance. With the permission of the Chairman, Cllr D Clews spoke on item 35 d (Brittannia Mill), and Cllrs Jenns and Moss spoke on item 35 g (Land adjacent to Orchard House, Cliff).

#### 39 **Disclosable Pecuniary and Non-Pecuniary Interests**

Councillors Bell, Dirveiks, Hayfield and Reilly declared interests in respect of minutes 41 a, b and c by virtue of being County Councillors.

Councillor Hayfield a non-pecuniary interest in item 41 c by virtue of being the Portfolio Holder for Education and Learning for Warwickshire County Council, left the meeting and took no part in the consideration of that item.

Councillor Reilly did not vote on either of these items due to their membership of the County Council's Regulatory Committee.

Councillor Dirveiks did not vote or speak on item 41b by virtue of his membership of the Warwickshire Waste Partnership.

#### 40 **Minutes**

The minutes of the meetings of the Planning and Development Board held on 7 October and 4 November. Copies having been previously circulated, were approved as a correct record and signed by the Chairman.

#### 41 **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
  - i) That in respect of Application Nos CON/2019/0026 (Existing Water Weir, Kingsbury Junction, Coventry Road, Sutton Coldfield) the County Council be notified that this Council has no objection to the proposal;
  - ii) That in respect of Application Nos CON/2019/0024 (Kingsbury Park Outdoor Education Centre, Bodymoor Heath, Kingsbury) and No CON/2019/0025 (Environment Agency Depot, Coton Road, Lea Marston) the County Council be notified that this Council submits objections for the reasons given in this report;
- b) That in respect of Application No CON/2019/0029 (Packington Lane Landfill Site, Packington Lane, Little Packington) this Council does not object subject to the grant of any planning permission being time limited to 2028 or an appropriate date linked to the completion of the remediation and restoration of the mound, together with a plan to reduce litter and other detritus linked to the site;
- c) That in respect of Application No CON/2019/0031 (High Meadow Infant School, Norton Road, Coleshill) this Council raises no objection;
- d) That Application Nos PAP/2019/0236 (Land Adjacent to 32 Church Road, Warton) be refused for the following reasons:
  - i) It is considered that the scale and location of the proposal does not accord with the position of Warton within the Borough's settlement hierarchy as defined by policies NW2 and NW5 of the North Warwickshire Core Strategy 2014;
  - ii) It is considered that the proposal does not accord with policy NW12 of the North Warwickshire Core Strategy 2014 or section 12 of the National Planning Policy Framework 2019. This is because the scale and location of the proposal will cause significant and demonstrable harm to the character and appearance of the settlement and the surrounding area which is not outweighed by the benefits of allowing the development

- particularly as the Council can show that it has a five year housing land supply;
- iii) It is considered that the proposal does not accord with policy NW14 of the North Warwickshire Core Strategy 2014 or section 16 of the National Planning Policy Framework 2019. This is because it would cause substantial harm to the setting of the Grade 2 Listed Church of the Holy Trinity which is not outweighed by the benefits of allowing the development particularly as the Council can show that it has a five year housing land supply; and
  - iv) That an additional reason for refusal related to any objections (should there be any) from the Lead Local Flood Authority.

e That Application No PAP/2019/0503 (Foyle House, Arley Lane, Fillongley) be approved for the reasons set out in the report; and

f That Application No PAP/2019/0557 (87 Pooley View, Polesworth) be approved for the reasons set out in the report.

#### 42 **Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April – September 2019**

The Chief Executive informed Members of the progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Board for April to June 2019.

##### **Resolved:**

- i) That the report be noted; and
- ii) That the Chief Executive and the Head of Development Control request a meeting with the Highways Authority with a view to improving the performance on consultation responses.

#### 43 **Appeal Update**

The Head of Development Control updated the Board on recent appeal decisions.

**Resolved:**

**That the report be noted.**

**44 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.**

**45 Tree Preservation**

**The Head of Development Control sought authority for an Emergency Tree Preservation Order.**

**Resolved:**

**That the Emergency Tree Preservation Order be approved, for the reasons set out in the report**

**Councillor Simpson  
Chairman**

**Planning and Development Board  
4 November 2019  
Additional Background Papers**

Agenda Item	Application Number	Author	Nature	Date
5/5	DOC/2019/0080	Corley PC	Objection	23/10/19
5/239	PAP/2018/0349	Resident	Objection	4/11/19
		Resident	Objection	4/11/19
		Resident	Resident	4/11/19
5/249	PAP/2019/0180	Warwickshire County Council	Consultation	25/10/19
5/325	PAP/2019/0508	Historic England	Consultation	30/10/19

## NORTH WARWICKSHIRE BOROUGH COUNCIL

### MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

13 January 2020

Present: Councillor Simpson in the Chair.

Councillors Bell, D Clews, T Clews, Deakin, Dirveiks, Downes, D Humphreys, Jarvis, Lebrun, Morson, Parsons, H Phillips, and A Wright.

Apologies for absence were received from Councillor Symonds (substitute Councillor D Clews) and Councillor Hayfield

Councillor Farrow was also in attendance.

#### 46 **Disclosable Pecuniary and Non-Pecuniary Interests**

There were no interests declared at the meeting.

#### 47 **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 PAP/2019/0524 (Lea Marston Sports Ground, Blackgreaves Lane, Lea Martson) be deferred for a site visit together with discussions with the applicant and Parish Council;**

##### **Speaker: Kevin Oakley**

- b
  - i) **That Application No PAP/2019/0561 (Rear Gardens to 3 – 6 Trinity Close, Church Road, Warton) be deferred for a site visit to look particularly at parking and access;**
  - ii) **That Application No PAP/2019/0562 (Hatters Arms, Church Road, Warton) be deferred for a site visit to look particularly at parking and access;**
  - iii) **That Application No PAP/2019/0563 (3 – 6 Trinity Close, Warton) be deferred for a site visit to consider the design of the house;**

iv) That Application No MIA/2019/0037 (Non material minor amendment for changes to condition 2 of PAP/2018/0764, covering two additional parking spaces being provided) be deferred for a site visit to look particularly at parking and access;

c That Application No PAP/2019/0570 (5 Roman Way, Dordon, B78 1RD be deferred for a site visit;

**Speakers: David Kirkland and David Townsend**

d That Application No PAP/2019/0685 (Wathen Grange School, Church Walk, Mancetter, CV9 1PZ) be noted;

48 **“The Funky Bear” Public House, Cliff**

The Head of Development Control updated the Board in respect of its decision to serve a Listed Building Enforcement Notice in respect of this property/

**Resolved:**

**That the Board is satisfied that there is compliance with the Notice requirements in this case.**

49 **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.**

50 **Land Adjacent Orchard House, Cliff**

The Head of Development Control updated Members in respect of this site and in particular to an outstanding Board resolution to consider the expediency of Enforcement action.

**Resolved:**

**That officers be instructed take action in the Courts, should there be non-compliance with the terms of the injunction affecting the present unauthorised development of the site.**

**Councillor Simpson  
Chairman**

## NORTH WARWICKSHIRE BOROUGH COUNCIL

### MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

3 February 2020

Present: Councillor Simpson in the Chair.

Councillors Bell, T Clews, Deakin, Dirveiks, Farrell, Hayfield, D Humphreys, Jarvis, Lebrun, Morson, Parsons, H Phillips, Symonds and A Wright

An apology for absence was received from Councillor Downes (substitute Councillor Farrell)

Councillors Chambers, Lees and Rose were also in attendance. With the consent of the Chairman, Councillor Chambers spoke on item 54 (d).

The Chairman also welcomed Ben Dowker and Sam Patten from the Planning Division to the meeting.

#### 51 **Disclosable Pecuniary and Non-Pecuniary Interests**

There were no interests declared at the meeting.

#### 52 **General Fund Fees and Charges 2020/2021**

The Board was asked to consider the fees and charges for 2019/20 and the proposed fees and charges for 2020/21.

**Resolved:**

**That the schedule of fees and charges for 2020/21, as set out in the report of the Director of Corporate Services and the Chief Executive, be accepted.**

#### 53 **General Fund Revenue Estimates 2020/21**

The Corporate Director – Resources detailed the revised budget for 2019/20 and an estimate of expenditure for 2020/21, together with forward commitments for 2021/22, 2022/23 and 2023/24.

**Resolved:**

**a That the revised budgets for 2019/20 be accepted;**

**b That the Estimates of Expenditure for 2020/21, as submitted in the report of the Corporate Director – Resources, be accepted and included in the budget to be**



**brought before the meeting of the Executive Board on 10 February 2020.**

**54 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 PAP/2019/0498 (Polesworth High School, Dordon Road, Polesworth, Warwickshire, B78 1QT), be deferred for a site visit and further consideration of the community use of the buildings;**

**Speakers: David Harris and Stephanie Eastwood**

- b That Application No PAP/2019/0555 and 0556 (Blyth Hall, Blythe Road, Shustoke, B46 2AF) be approved subject to the conditions set out in the report of the Head of Development Control together with an additional condition relating to a management plan for the building;**
- c That the determination of Application Nos PAP/2019/0561, 0562, 0563 and MIA/2019/0037 (Trinity Close and The Hatters at Church Road, Warton, B79 0JN) be delegated to the Head of Development Control, in consultation with the Chairman of the Board, Opposition Spokesman and Ward Members;**
- d That Application No PAP/2019/0570 (5 Roman Way, Dordon, B78 1RD) be deferred for further discussion on potential amendments to the application;**

**Speakers: David Kirkland and Michelle Townsend**

- e That receipt of Application No PAP/2019/0701 (Land Adjacent to Coleshill Manor, Off South Drive, Coleshill, B46 1DF) be noted.**

**Speakers: Fran Rowley and Richard Gamble**

**55 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April – December 2019**

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 to December 2019.

**Resolved:**

**That the report be noted.**

**Councillor Simpson  
Chairman**

**Planning and Development Board  
3 February 2020  
Additional Background Papers**

Agenda Item	Application Number	Author	Nature	Date
6/4	PAP/2019/0498	LLFA	Consultation	29/1/20
6/93	PAP/2019/0570	Resident	Objection	31/1/20
		Resident	Objection	29/1/20
		Applicant	Comments	30/1/20
		Resident	Objection	2/2/20
		Resident	No objection	3/2/20
		Residents (not local) x12	Support	3/2/20

## NORTH WARWICKSHIRE BOROUGH COUNCIL

### MINUTES OF THE COMMUNITY AND ENVIRONMENT BOARD

20 January 2020

Present: Councillor Bell in the Chair.

Councillors Downes, Gosling, M Humphreys, Lebrun, Lees, Phillips, Rose, Singh, Smith and A Wright.

Apologies for absence were received from Councillors Moss and Deakin.

#### 33 **Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

#### 34 **Minutes of the Meeting of the Board held on 14 October 2019**

The minutes of the meeting held on 14 October 2019, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

#### 35 **General Fund Fees and Charges 2020/21**

The Board was asked to consider the proposed fees and charges for 2020/21.

**Resolved:**

**That the schedule of fees and charges for 2020/21 as set out in Appendix A to the report be accepted, subject to the following amendments;**

- **Charges for the Supplementary Garden Waste collection and the hire of Sports Pitches and Pavilions remain at the current 2019/20 levels.**

#### 36 **General Fund Revenue Estimates 2020/21**

The Corporate Director Resources presented the revised budget for 2019/20 and an estimate of expenditure for 2020/21, together with forward commitments for 2021/22, 2022/23 and 2023/24.

**Resolved:**

- a That the revised budget for 2019/20 be accepted;**

### **Recommendation to Executive Board**

- b That the growth item of £10,000 for treeworks, be accepted; and**
- c That the Estimates of Expenditure for 2020/21, as submitted to the Board, be included in the budget to be brought before the meeting of Executive Board on 10 February 2020.**

### **37 Capital Programme 2020/21 to 2022/23**

The Corporate Director Resources presented proposals for schemes to be included within the Council's Capital programme over the next three years.

#### **Resolved:**

- a That the schemes previously approved within the Council's three-year capital programme be supported; and**
- b That the schemes which will not be included within the capital programme be noted.**

### **38 Prosecutions Taken by the Environmental Health Division**

The Board was provided with details of the prosecutions, cautions and fixed penalty notices dealt with by the Environmental Health Division during the calendar year 2019.

#### **Resolved:**

**That the report be noted.**

### **39 Leisure Facilities – 2020/2021 Bank Holiday Closures**

The Director of Leisure and Community Development sought the Board's approval of a schedule of Bank Holiday closures of leisure facilities during the 2020/2021 financial year.

#### **Resolved:**

- a That the revised schedule of leisure facility bank holiday closures, as presented to the meeting, be approved; and**
- b That Officers be instructed to review the opening hours of leisure facilities during the Christmas / New Year period and to report the outcomes of this review to a future meeting of the Board.**

40 **Leisure Facilities: Service Improvement Plan and Key Performance Indicators**

The Director of Leisure and Community Development sought Members' consideration of the Service Improvement Plan (SIP) and the associated set of key performance indicators (KPIs), detailing activity through to the end of November 2019, through which the Board monitors the operational and financial performance of the leisure facilities at each of its meetings.

**Resolved:**

**That the progress made against the requirements identified in the approved 2019/20 Leisure Facilities Services Improvement Plan and the associated set of key indicators through which operational and financial performance are monitored be noted.**

41 **Kerbside Recycling Service**

The Corporate Director Streetscape updated Members on the introduction of fully commingled recycling collections in November 2019.

**Resolved:**

**That the report be noted.**

42 **Bulky Waste Service Update**

The Corporate Director Streetscape updated Members on the successful first year of the bulky waste service operated by the charity Emmaus Coventry and Warwickshire.

**Resolved:**

**That the report be noted.**

43 **North Warwickshire Green Space Strategy (2020 to 2033)**

The Director of Leisure and Community Development presented a revised draft of the North Warwickshire Green Space Strategy (2020 to 2033) for consideration, further to the conclusion of the associated community consultation programme.

**Resolved:**

**That the revised draft North Warwickshire Green Space Strategy (2020 to 2033), be adopted.**

44 **Minutes of the Health and Wellbeing Working Party Meeting held on 7 January 2020**

The minutes of the Health and Wellbeing Working Party meeting held on 7 January 2020 were received and noted.

**Recommendation to Resources Board:**

**That the Board be asked to consider creating a plan to focus on housing and homelessness as a corporate priority to support the Health and Wellbeing agenda.**

45 **Update on Sub-Regional Materials Recycling Facility**

Following the Council's decision to become full partners in the sub-regional MRF project, the Corporate Director Streetscape updated Members on the project's progress to date and the next steps in the process of procuring and delivering the facility.

**Resolved:**

**That the report be noted.**

46 **Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April – September 2019**

Members were informed of the progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Board for April to September 2019.

**Resolved:**

**That the report be noted.**

Margaret Bell  
Chairman

## NORTH WARWICKSHIRE BOROUGH COUNCIL

### MINUTES OF THE RESOURCES BOARD

27 January 2020

Present: Councillor D Wright in the Chair

Councillors T Clews, Davey, Dirveiks, O Phillips, McLauchlan, Simpson, Singh and Symonds.

Councillors D Clews and D Humphreys were also in attendance.

#### 36 **Disclosable Pecuniary and Non-Pecuniary Interests**

Councillor Dirveiks declared a non-pecuniary interest in Minute No 48 Advance Payment of Pension Contributions, by virtue of being a Member of the County Council's Pension Fund Investment Sub-Committee and took no part in the discussion or voting thereon.

#### 37 **Minutes of the Resources Board meeting held on 11 November 2019**

The minutes of the meeting of the Board held on 11 November 2019, copies having been previously circulated, were approved as a correct record, subject to Councillor Dirveiks being amended as an apology for absence, and signed by the Chairman.

#### 38 **Cyber Security**

The Director of Corporate Services provided information on the work carried out to prepare for, respond to, and recover from a potential cyber incident and approval was sought for actions to improve the governance of cyber matters.

##### **Recommendation to Council:**

- a That the report be noted; and**
- b That the proposals set out in paragraph 7.2 of the report of the Director of Corporate Services be approved.**

#### 39 **Broadband Update Report**

The Director of Corporate Services provided an update on the progress made over the last few years to improve broadband coverage and speeds in the Borough.



**Resolved:**

**That the report be noted.**

**40 Online Services Update 2019**

The Director of Corporate Services provided an update on the services delivered online, via the Internet and on the use of the Website and Social Media.

**Resolved:**

**That the report be noted.**

**41 General Fund Fees and Charges 2020/21**

The Chief Executive, Corporate Director – Streetscape, Corporate Director – Resources and Director of Housing reported on the fees and charges for 2019/20 and the proposed fees and charges for 2020/21.

**Resolved:**

**That the schedule of fees and charges for 2020/21, as set out in the report of the Chief Executive, Corporate Director – Streetscape, Corporate Director – Resources and the Director of Housing be approved.**

**42 General Fund Revenue Estimates 2020/21 – Services Recharged Across All Boards**

The Corporate Director – Resources reported on the revised budget for 2019/20 and gave an estimate of expenditure for 2020/21, together with forward commitments for 2021/22, 2022/23 and 2023/24.

**Resolved:**

**a That the revised budget for 2019/20 be accepted; and**

**Recommendation to the Executive Board:**

**b That the Estimates of Expenditure for 2020/21, as submitted in the report of the Corporate Director - Resources, be included in the budget to be brought before the meeting of the Executive Board on 10 February 2020.**

**43 General Fund Revenue Estimates 2020/21 – Services Remaining within the Board**

The Corporate Director - Resources reported on the revised budget for 2019/20 and gave an estimate of expenditure for 2020/21, together with forward commitments for 2021/22, 2022/23 and 2023/24.

**Resolved:**

- a That the revised budget for 2019/20 be accepted;**

**Recommendation to the Executive Board:**

- b That the Estimates of Expenditure for 2020/21, as submitted in the report of the Corporate Director – Resources, be included in the budget to be brought before the meeting of the Executive Board on 10 February 2020.**

**44 General Fund Revenue Estimates 2020/21 - Summary**

The Corporate Director - Resources reported on the revised budget for 2019/20 and gave an estimate of expenditure for 2020/21, together with forward commitments for 2021/22, 2022/23 and 2023/24.

**Recommendation to Executive Board:**

**That the following items be recommended to the Executive Board for consideration in setting the Council Tax of the Borough Council:**

- a The revised budget for 2019/20; and**
- b The schedule of expenditure requirements totalling £8,773,380 for 2020/2021.**

**45 Housing Revenue Account Estimates 2020/21 and Rent Review**

The Corporate Director - Resources reported on the revised budget for 2019/20 and gave an estimate of expenditure for 2020/21, together with forward commitments for 2021/22, 2022/23 and 2023/24.

**Recommendation to Council:**

- a That the revised estimates for 2019/20 be accepted;**
- b That the garage rents be increased by £0.50 per week for 2020/21;**

- c That a rent increase of 2.7% in 2020/21, as required by the Government, be adopted;**
- d That the proposed fees and charges for 2020/201, as set out in Appendix D to the report of the Corporate Director - Resources, be approved;**
- e That the service charges for the cleaning of communal areas, as detailed in Appendix E to the report of the Corporate Director - Resources, be approved from April 2020;**
- f That the service charges for window cleaning, as detailed in Appendix F to the report of the Corporate Director - Resources, be approved from April 2020;**
- g That the Estimates of Expenditure for 2020/21, as submitted, be approved.**

(The Chief Executive has subsequently received a notice signed by Councillors Dirveiks, Farrow, McLauchlan and O Phillips) under Standing Order No 30(1)(b)(Minority Report) with regard to the decision of the Board on this matter and it is therefore referred to Council for confirmation.)

#### **46 Capital Programme 2019/20 to 2022/23**

The Corporate Director - Resources identified changes to the Council's 2019/20 capital programme and detailed proposals for schemes to be included within the Council's capital programme over the next three years.

##### **Recommendation to Council:**

- a That the changes to the 2019/20 revised capital programme be approved;**
- b That the schemes shown in Appendix A to the report of the Corporate Director - Resources, previously approved within the Council's three-year capital programme, including any 2022/23 additions relating to previously approved schemes be approved;**
- c That the growth bid included within the 2020/21 capital programme be approved;**
- d That the schemes which will not be included within the capital programme, as shown in Appendix B to the report of the Corporate Director - Resources, be noted; and**

- e **That the proposed vehicle replacement schedule, as shown in Appendix C to the report of the Corporate Director - Resources, be approved.**

(The Chief Executive has subsequently received a notice signed by Councillors Dirveiks, Farrow, O Phillips and McLauchlan) under Standing Order No 30(1)(b)(Minority Report) with regard to the decision of the Board on this matter and it is therefore referred to Council for confirmation.)

47 **Treasury Management Strategy Statement, Minimum Revenue Provision Policy Statement and Annual Investment Strategy for 2020/21**

The Corporate Director – Resources outlined the Treasury Management Strategy, Minimum Revenue Provision Policy Statement and Investment Strategy for 2020/21.

**Recommendation to Council:**

**That the proposed strategies for 2020/21, as outlined in the report of the Corporate Director – Resources, be approved.**

48 **Advance Payment of Pension Contributions**

The Corporate Director – Resources outlined the payment of pension contributions in advance and the potential risks and benefits.

**Recommendation to Executive Board:**

**That the payment of both the percentage of pay and monetary elements of the pension contributions payments on 1 April 2020, as detailed in the report of the Corporate Director – Resources, be approved.**

D Wright  
Chairman

## NORTH WARWICKSHIRE BOROUGH COUNCIL

### MINUTES OF THE LICENSING COMMITTEE

28 January 2020

Present: Councillor Jenns in the Chair

Councillors D Clews, Dirveiks, Farrow, Gosling, Jarvis, McDonald, Moss, Morson, Parker, Parsons, H Phillips, Smith, and A Wright

Apologies for absence were received from Councillors Downes (Substitute Councillor Dirveiks) and Lebrun

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

Councillor D Clews declared a pecuniary interest in Minute No 4 – General Fund Fees and Charges 2020/2021 by virtue of holding a Home Boarders Licence and took no part in the discussion or voting thereon.

#### 2 **Minutes**

The minutes of the meeting of the Committee held on 18 March 2019, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

#### 3 **Service Plan for the Licensing Section**

The Chief Executive sought the Committee's approval to the 2020/21 Service Plan for the Licensing Section.

**Resolved:**

**That the Service Plan as set out in the Appendix to the report of the Chief Executive be agreed.**

#### 4 **General Fund Fees and Charges 2020/2021**

The Chief Executive reported on the fees and charges for 2019/20 and the proposed fees and charges for 2020/21.

**Resolved:**

**That the schedule of fees and charges for 2020/21, as set out in the report of the Chief Executive, be accepted**

**5 General Fund Revenue Estimates 2020/21**

The Corporate Director – Resources reported on the revised budget for 2019/20 and an estimate of expenditure for 2020/21, together with forward commitments for 2021/22, 2022/23 and 2023/24.

**Resolved:**

- a That the revised budget for 2019/20 be accepted; and**

**Recommendation to Executive Board:**

- b That the Estimates of Expenditure for 2020/21, as submitted in the report of the Corporate Director – Resources, be included in the budget to be brought before the meeting of the Executive Board on 10 February 2020.**

A Jenns  
Chairman

## NORTH WARWICKSHIRE BOROUGH COUNCIL

### MINUTES OF THE EXECUTIVE BOARD

10 February 2020

Present: Councillor Humphreys in the Chair

Councillors Bell, Farrell, Gosling, Hayfield, McLauchlan, Rose, Reilly, Simpson and D Wright

Councillors Jarvis, Smith and Symonds were also in attendance.

#### 42 **Declarations of Personal or Prejudicial Interest.**

None were declared.

#### 43 **Minutes of the meeting of the Board held on 25 November 2019**

The minutes of the meeting of the Board held on 25 November 2019, copies having been circulated, were approved as a correct record and signed by the Chairman.

#### 44 **Garden Waste Service**

The Corporate Director - Streetscape asked Members to introduce a charge for the collection of garden waste from 1 June 2020.

##### **Recommendation to Council:**

- a **That a charge for garden waste collection from 1 June 2020, as set out at 3.1 in the report of the Corporate Director – Streetscape, be agreed; and**
- b **That a further report detailing how the services will be promoted, introduced and delivered be brought to the next meeting of the Community and Environment Board.**

(The Chief Executive has subsequently received a notice signed by Councillors Farrell, Gosling, McLauchlan and Rose) under Standing Order No 30(1)(b)(Minority Report) with regard to the decision of the Board on this matter and it is therefore referred to Council for confirmation.)

#### 45 **The Capital Strategy**

The Corporate Director – Resources reported on updates to the Capital Strategy approved by the Council in February 2019.

**Recommended:**

**That the Capital Strategy, attached at Appendix A to the report of the Corporate Director – Resources, be approved.**

**46 The Proposed 3 Year Capital Programme 2020/21 – 2022/23**

Management Team put forward proposals for the Three Year Capital Programme and outlined the availability of capital resources and the options to meet any shortfalls.

**Recommendation to Council:**

- a That the Revised Capital Programme for 2019/20 as set out in Appendix A be adopted;**
- b That the 3 Year Capital Programme for the period 2020/21 to 2022/23 as set out in Appendix B, be adopted; and**
- c That the prudential indicators as set out in Section 9 to the report, be approved.**

(The Chief Executive has subsequently received a notice signed by Councillors Farrell, Gosling, McLauchlan and Rose) under Standing Order No 30(1)(b)(Minority Report) with regard to the decision of the Board on this matter and it is therefore referred to Council for confirmation.)

**47 General Fund Revenue Estimates 2020/21**

The Corporate Director - Resources reported on the revised budget for 2019/20 and an estimate of expenditure for 2020/21, together with forward commitments for 2021/22, 2022/23 and 2023/24.

**Recommendation to Council:**

- a That the revised budget for 2019/20 be accepted; and**
- b That the Estimates of Expenditure for 2020/21, as submitted, be included in the budget to be brought before the meeting for consideration under Minute No. 48.**

(The Chief Executive has subsequently received a notice signed by Councillors Farrell, Gosling, McLauchlan and Rose) under Standing Order No 30(1)(b)(Minority Report) with regard to the decision of the Board on this matter and it is therefore referred to Council for confirmation.)



**48 General Fund Revenue Estimates 2020/21 and Setting the Council Tax 2020/21**

The Corporate Director - Resources set out the proposed General Fund Revenue Estimate for 2020/21, and the options available when setting the 2020/21 Council Tax for the Borough in the context of the Authority's Settlement Funding Assessment, and the effect on General Fund balances.

**Recommendation to Council:**

- a That the savings of £409,000 shown in Appendix H of the report of the Corporate Director - Resources be approved;**
- b That the revised estimate for the year 2019/20, and the revenue estimates for 2020/21, including any amendment relating to Garden Waste, be approved;**
- c That the Council Tax base for 2020/21, as set out in Appendix G be noted;**
- d That a Council Tax increase of £5 for 2020/21 be approved;**
- e That the Corporate Director – Resources' comments on the minimum acceptable level of general reserves be noted;**
- f That the manpower estimates for the year 2020/21 are approved; and**
- g That a Council Tax resolution be prepared for consideration by the Council, using the recommendations agreed by this Board.**

**49 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April – December 2019**

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 to December 2019.

**Resolved:**

- a That the report be noted;**

- b That the targets, traffic light and direction of travel from the State of the Borough indicators; and**
- c That, from each Group, a Member lead for performance management from each be nominated.**

**50 Pay Policy Statement 2019/20**

The Corporate Director - Resources reported on the requirement under Section 38 of the Localism Act 2011 for Councils to have and to publish a Pay Policy Statement, agreed by Full Council, which would be subject to review at least annually.

**Recommendation to Council:**

**That the Pay Policy Statement 2020/21 be adopted.**

**51 Minutes of the Safer Communities Sub-Committee held on 18 November 2019**

The minutes of the meeting of the Safer Communities Sub-Committee were received and noted.

**52 Minutes of the Special Sub-Group held on 10 December 2019**

The minutes of the Special Sub-Group held on 10 December 2019 were received and noted.