

North Warwickshire Borough Council

Jerry Hutchinson LLB MBA Solicitor
Chief Executive

The Council House
South Street
Atherstone
North Warwickshire CV9 1DE

DX : 23956 Atherstone

Switchboard : (01827) 715341

Fax : (01827) 719225

E Mail : davidharris@northwarks.gov.uk

This matter is being dealt with by
Mr D Harris

Direct Dial : (01827) 719222

Your ref :

Our ref : DH/JB C7

Date : 20 September 2011

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 28 September 2011 at 6.30pm. Father Philip Wells, will be in attendance to lead the Council in Prayer.

After prayer, the following business will be transacted:

- 1 Evacuation Procedure.
- 2 Apologies for absence / Members away on official Council business.
- 3 Declarations of Personal or Prejudicial Interest other than those declared in the minutes of the meetings of Boards/Committees and any personal interests arising from the membership of Warwickshire County Council of Councillors Fowler, Fox, Hayfield, Lea, May, B Moss, Sweet and membership of the various Town or Parish Councils of Councillors Barber (Ansley), Butcher (Polesworth) Davis (Atherstone), Fox (Shustoke), Freer (Atherstone), Lewis (Kingsbury), Moore (Baddesley Ensor), Morson (Dordon), B Moss (Kingsbury), M Moss (Kingsbury), Phillips (Kingsbury), Pickard (Atherstone), M Stanley (Polesworth), Y Stanley (Polesworth) and Winter (Dordon) all of which interests are deemed to be declared at this meeting.
- 4 The Mayor to move, in accordance with Standing Order No 6(1):

“That the minutes of the Meeting of the Council held on 29 June 2011 and the Extraordinary Meeting of the Council held on 18 July 2011 be approved as correct records”.
- 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 and recommendations of the following Boards circulated herewith and to make the necessary Orders thereon:
 - a **Scrutiny Board** - 5 July 2011 (Pages 38 - 39) and 19 September 2011 (to follow)
 - b **Resources Board** - 11 July and 5 September 2011 (Pages 40 - 50)
 - c **Area Forum South** - 12 July 2011 (Pages 51- 53)
 - d **Area Forum North** - 14 July 2011 (Pages 54 - 58)
 - e **Planning and Development Board** - 18 July, 15 August and 12 September 2011 (Pages 59 - 73)
 - f **Area Forum East** - 21 July 2011 (Pages 74 - 77)
 - g **Area Forum West** - 28 July 2011 (Pages 78 - 81)
 - h **Executive Board** - 13 September 2011 (Pages 82 - 91)
- 8 To receive and consider any Notice of Motion under with 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

Chief Executive

**MINUTES OF THE MEETING OF THE
NORTH WARWICKSHIRE BOROUGH COUNCIL HELD AT THE
COUNCIL HOUSE, ATHERSTONE ON WEDNESDAY 29 JUNE 2011**

Present: Councillor Butcher in the Chair.

Councillors Barber, L Dirveiks, N Dirveiks, Ferro, Forwood, Freer, Hayfield, Holland, Humphreys, Johnston, Lea, Lewis, May, Moore, Morson, B Moss, M Moss, Payne, Pickard, Sherratt, Simpson, Smith, A Stanley, M Stanley, Y Stanley, Sweet, Turley, Watkins and Winter.

Apologies for absence were received from Councillors Davis, Fowler, Fox, Phillips and Mr Stan Orton (Chairman of the Standards Committee).

Before the commencement of business, Father Philip Wells led the Council in Prayer.

11 Declarations of Interest

Declarations of Personal or Prejudicial Interest other than those declared in the minutes of the meetings of Boards/Committees and any personal interests arising from the membership of Warwickshire County Council of Councillors Hayfield, May, Lea, B Moss and Sweet and membership of the various Town or Parish Councils of Councillors Barber (Ansley), Butcher (Polesworth), Freer (Atherstone), Lewis (Kingsbury), Moore (Baddesley Ensor), Morson (Dordon), B Moss (Kingsbury), M Moss (Kingsbury), Pickard (Atherstone), M Stanley (Polesworth), Y Stanley (Polesworth) and Winter (Dordon) all of which interests were deemed to be declared at this meeting.

12 Minutes

The minutes of the meeting of the Council held on 18 May 2011 were approved as a correct record and signed by the Mayor.

13 Mayor's Announcements

The Mayor reported that BOB - the Branching Out Bus project had scooped the 'Best Partnership Award' from the Institute of Money Advisers at their annual conference in Kenilworth in May. He presented the award to Bob Trahern, Assistant Chief Executive (Community Services).

The Mayor then announced:

- that the charities he would be supporting during his year in

office were the Scoliosis Association UK and Help for Heroes;

- that his Civic Service would be held at Polesworth Abbey on Sunday 9 October 2011;
- that his Civic Dinner would be held in early March 2012 at Oakridge Golf Club;
- that his annual charity golf day was being held at the Belfry on 17 April 2012; and

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

The following question was received from Councillor Hayfield

“Will the Leader of the Council agree to an immediate reduction in the mileage allowance for all Councillor travel to 45 pence per mile?”

The response from Councillor M Stanley, Leader of the Council, was as follows

“We have no problem with the 45 pence per mile as we had already suggested a reduction in the budget. In the Leaders letter to the residents on the 1st March he said “The Council has also agreed to look at reducing the amount of money spent on Councillors allowances and subsistence” Nothing happened! It is a pity the leader of the Conservatives had to wait to be in opposition to agree with us to get it done. We would expect subsistence allowance within North Warwickshire to be removed as this was recommended by an independent panel and was rejected by the Conservative Council. We will refer this to the Resources Board to be introduced without delay.”

The following question was received from Councillor Hayfield

“Will the Leader of the Council instruct the CE to begin appropriate consultation/negotiations with staff for a similar reduction in their mileage allowances?”

The response from Councillor M Stanley, Leader of the Council, was as follows

“At Executive Board on Monday evening, officers were asked to review travel arrangements for staff. It would be sensible to wait for the outcome of that review, so that decisions are taken in the light of the whole policy on staff travel. Also that way, any consultation or negotiation needed is dealt with at one time.”

The following question was received from Councillor Hayfield

“Will the Leader of the Council confirm that all rail fares for official travel for both staff and Councillors remain at no more than the standard class fare?”

The response from Councillor M Stanley, Leader of the Council, was as follows

“I can confirm that all rail fares for official travel for both officers and staff are at no more than the standard class fare, which was the case just a few weeks ago when the Conservatives were the administration.”

The following question was received from **Councillor Fowler (presented by Councillor Hayfield)**

“To the Leader of the Council:

Given the election pledges of Cllr Ferro, can the Leader of the Council inform us what his Administration's intentions now are towards Coleshill Car Park?”

The response from Councillor M Stanley, Leader of the Council, was as follows

“With regard to Coleshill car park the Conservative controlled Council entered into a contract with Limes Development against the wishes of local people and Labour Councillors disagreed with the sale. Limes Development was then given a 12 month extension to the contract. At the end of that period we will look at the whole thing again.”

The following question was received from **Councillor Smith**

“To the Leader of the Council:

Can the new Administration advise when or if the Safer Neighbourhood Team will be relocating to Old Bank House, in order to ensure the continued police presence in the Atherstone Area?”

The response from Councillor M Stanley, Leader of the Council, was as follows

“No date has yet been agreed for the Safer Neighbourhood Team to be relocated to OBH. The Police have some IT issues that they need to resolve and once they have done this we should be in a position to confirm a date. The Police have now engaged a property agent to handle the

rental of office space at OBH on their behalf.

We support Atherstone's need for a police presence, but it's not just about Atherstone but the whole of North Warwickshire. We oppose the closure of police stations in Coleshill and Atherstone supported by Conservatives on the police authority. Government funding cuts have resulted in police numbers going down and crime going up. This Council will continue to work with the police and the community to help tackle crime in our area."

15 Minutes of Boards/Committees

a) Planning and Development Board – 23 May and 20 June 2011

The minutes of the meeting of the Board held on 20 June 2011 were circulated at the meeting. It was proposed by Councillor Sweet, seconded by Councillor Winter and

Resolved:

That the minutes of the meetings of the Planning and Development Board held on 23 May and 20 June 2011, be approved and adopted.

b) Licensing Committee – 6 June 2011

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

Resolved:

That the minutes of the meeting of Licensing Committee held on 6 June 2011, together with the recommendations contained therein, be approved and adopted.

c) Resources Board – 6 June 2011

It was proposed by Councillor Moore, seconded by Councillor Winter and

Resolved:

That the minutes of the meeting of Resources Board held on 6 June 2011 be approved and adopted.

d) Community and Environment Board – 13 June 2011

It was proposed by Councillor Lewis, seconded by Councillor Winter and

Resolved:

That the minutes of the meeting of the Community and Environment Board held on 13 June 2011, be approved and adopted.

e) Executive Board – 27 June 2011

The minutes of the meeting of the Board held on 27 June 2011 were circulated at the meeting.

(i) Minute No 14 – Earmarked Reserves 2011/12

It was proposed by Councillor Simpson, seconded by Councillor M Stanley and

Resolved:

That the report and recommendation be referred back to the Executive Board for further consideration.

It was then proposed by Councillor M Stanley, seconded by Councillor Simpson and

Resolved:

That the minutes of the meeting of Executive Board held on 27 June 2011, together with the recommendations contained therein as amended at (i) above, be approved and adopted.

16 Notice of Motion Under Standing Order No. 10

There were no Notices of Motion received under Standing Order No. 10.

17 The Common Seal

It was proposed by Councillor Butcher, seconded by Councillor Winter 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

**MINUTES OF THE EXTRAORDINARY MEETING OF THE
NORTH WARWICKSHIRE BOROUGH COUNCIL HELD AT THE
COUNCIL HOUSE, ATHERSTONE ON MONDAY 18 JULY 2011**

Present: Councillor Butcher in the Chair.

Councillors Barber, Davis, L Dirveiks, N Dirveiks, Forwood, Fowler, Fox, Freer, Hayfield, Holland, Humphreys, Johnston, Lea, Lewis, Moore, Morson, B Moss, M Moss, Payne, Phillips, Simpson, Smith, A Stanley, M Stanley, Y Stanley, Sweet, Turley, Winter and Wykes.

Mr Stan Orton (Chairman of the Standards Committee) was also in attendance.

Apologies for absence were received from Councillors Ferro, May, Pickard, Sherratt and Watkins.

Before the commencement of business the Mayor led the Council in Prayer.

18 Declarations of Interest

Declarations of Personal or Prejudicial Interest other than those declared in the minutes of the meetings of Boards/Committees and any personal interests arising from the membership of Warwickshire County Council of Councillors Fowler, Fox, Hayfield, Lea, B Moss and Sweet and membership of the various Town or Parish Councils of Councillors Barber (Ansley), Butcher (Polesworth), Davis (Atherstone), Fox (Shustoke), Freer (Atherstone), Lewis (Kingsbury), Moore (Baddesley Ensor), Morson (Dordon), B Moss (Kingsbury), M Moss (Kingsbury), Phillips (Kingsbury), M Stanley (Polesworth), Y Stanley (Polesworth) and Winter (Dordon) all of which interests were deemed to be declared at this meeting.

Councillors Barber, Davis, Fowler, Fox, Freer, Hayfield, Holland, Humphreys, Johnston, Lea, Payne, Simpson, Smith and Wykes declared a personal interest in Minute No 19 by reason of the Conservative headquarters at the Coleshill Manor development being affected by the proposed route.

19 HS2 (High Speed Rail Route) Consultation

At this point in the meeting it was proposed by Councillor M Stanley, seconded by Councillor Sweet and

Resolved:

That Standing Orders be suspended to allow officers and

members of the public present at the meeting to speak on this issue.

The Assistant Chief Executive and Solicitor to the Council presented a revised response to the consultation on the preferred route for HS2 which was circulated at the meeting. In addition to observations from a number of Councillors, representations were also heard from Ian Waddell, Middleton Action Group and David Henry, Water Orton Action Group.

At this point in the meeting it was then proposed by Councillor M Stanley, seconded by Councillor Sweet and

Resolved:

That Standing Orders be re-instated.

It was then proposed by Councillor M Stanley, seconded by Councillor Hayfield and

Resolved:

- a That the context section of the Borough Council's proposed response be re-drafted, strengthened and made more punchy;**
- b That delegated authority be given to the Assistant Chief Executive and Solicitor to the Council, in consultation with the HS2 Spokesperson and Opposition Spokesperson and the Chairman and Opposition Spokesperson on the Planning and Development Board, to send the Borough Council's response to the Government's consultation for the preferred route of HS2 and endorse the 51M submission in response to the consultation; and**
- c That Councillors and members of the local action groups be invited to write to the Assistant Chief Executive and Solicitor to the Council with any further observations before the due deadline.**

Chairman of the next ensuing meeting of the Council

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE SCRUTINY BOARD

5 July 2011

Present: Councillor Pickard in the Chair

Councillors Barber, Butcher, N Dirveiks, Fowler, Freer, Hayfield, Humphreys, Johnston, M Moss, Y Stanley, Turley and Winter.

Apologies for absence were received from Councillor Davis and B Moss.

1 **Declarations of Personal or Prejudicial Interests**

Any personal interests arising from the membership of Warwickshire County Council of Councillors Fowler and Hayfield and membership of the various Town or Parish Councils of Councillors Barber (Ansley), Freer and Pickard (Atherstone), Winter (Dordon), M Moss (Kingsbury), Butcher and Y Stanley (Polesworth) were deemed to be declared at this meeting.

2 **Minutes**

The minutes of the Scrutiny Board held on 15 February 2011, copies having previously been circulated, were approved as a correct record and signed by the Chairman.

3 **Future Operation of the Scrutiny Function**

The Assistant Chief Executive and Solicitor to the Council sought approval from the Board for changes to the Scrutiny function.

Resolved:

- a **That the approach to Scrutiny as detailed in the report and appendices of the Assistant Chief Executive and Solicitor to the Council be adopted;**
- b **That a review of the procedure be carried out in 6 months time;**
- c **That a Working Sub-Group be set up to carry out a detailed study of Vacant Commercial Units. The Sub-Group would comprise the following Members: Councillors Pickard, Freer, Humphreys, M Moss and Turley;**

- d That a Working Sub-Group be set up to carry out a review and analysis of activities concerning community involvement. The Sub-Group would comprise the following Members: Councillors D Pickard, Barber, Johnston, Y Stanley and Turley; and**
- e That a report be brought back to a future meeting of the Board providing information regarding the operation of the Dog Warden service.**

4 Recycling

The Assistant Chief Executive and Solicitor to the Council informed Members of the work done to date to improve the recycling rate in the Borough and to formally transfer this work stream to the Community and Environment Board.

Resolved

That the steps taken on recycling as detailed in the report of the Assistant Chief Executive and Solicitor to the Council be noted; and

Recommendation to the Community and Environment Board

That the Community and Environment Board continue the work of the Council to increase recycling.

D PICKARD
Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE RESOURCES BOARD

11 July 2011

Present: Councillor Moore in the Chair

Councillors N Dirveiks, Forwood, Fowler, Hayfield, Johnston, Payne, Smith, Morson, M Stanley, Y Stanley, and Winter.

Apologies for absence were received from Councillors Ferro, Lea and Watkins.

Councillors Davis, L Dirveiks, Humphreys, Lewis, Phillips and Wykes were also in attendance.

10 **Declarations of Personal or Prejudicial Interests**

Any personal interests arising from the membership of Warwickshire County Council of Councillors Fowler and Hayfield and membership of various Parish Councils of Councillors Moore (Baddesley), Morson and Winter (Dordon) and M Stanley and Y Stanley (Polesworth) were deemed to be declared at the meeting.

11 **Minutes**

The minutes of the meeting of the Board held on 6 June 2011, copies having previously been circulated, were approved as a correct record and signed by the Chairman.

12 **Presentation on the Work of the Housing Division**

The Assistant Director (Housing) gave a presentation on the work of her Division.

13 **Fillongley Churchyard Wall**

The Assistant Director (Leisure and Community Development) advised Members of the Council's obligation in respect of the maintenance of the churchyard at the Parish Church of St Mary and All Saints, Fillongley, and sought approval for the funding of repairs to the churchyard wall.

Resolved:

- a That the Council's obligations in respect of the maintenance of the churchyard at Fillongley be noted;**

- b That the proposed funding of the repair to the churchyard wall be approved.**

14 HRA Self Financing

The Deputy Chief Executive identified the financial implications for the Council's 30 year business plan of the Government's self financing proposals for Housing.

Resolved:

- a That the financial implications of self financing be noted; and**
- b That the Deputy Chief Executive works with the Council's Treasury Advisers to identify the most advantageous loans portfolio.**

15 Investor in People Review

The Assistant Director (Finance and Human Resources) recommended that the Council did not seek to retain the Investor in People award when it expired on 31 March 2012.

Resolved:

- a That the Council does not seek a further assessment of the Investor in People Award; and**
- b That the Council continues a programme of self-assessments and that a monitoring report be brought back to a future meeting of the Board.**

16 Annual Treasury Report for 2010/11

The Deputy Chief Executive reported on the out-turn for 2010/11 and highlighted areas of significance.

Resolved:

- a That the Annual Treasury Report for 2010/11 be noted;**
- b That the prudential Indicators set out in Appendix A to the report of the Deputy Chief Executive be noted; and**

Recommended:

- c That the out-turn be noted by Council.**

17 Progress Report on Human Resources Issues

The Assistant Director (Finance and Human Resources) advised Members of the progress against the Human Resources Strategy Action Plan, the work being done by the Human Resources team, the sickness levels for the period of April 2010 to March 2011 and provided further information on the action taken in managing absence.

Resolved:

That the report be noted.

18 Budgetary Control Report 2011/12 Period Ended 31 May 2011

The Assistant Director (Finance and Human Resources) reported on the revenue expenditure and income for the period from 1 April 2011 to 31 May 2011. The 2011/12 budget and the actual position for the period, compared with the estimate at that date were detailed, together with an estimate of the out-turn position for services reporting to the Board.

Resolved:

That the report be noted.

19 Consolidated Budgetary Control Report 2011/12 – Period Ended 31 May 2011

The Assistant Director (Finance and Human Resources) updated the Board on the total Council General Fund revenue expenditure and income for the period from 1 April 2011 to 31 May 2011.

Resolved:

That the report be noted.

20 Housing Revenue Account Budgetary Control Report 2011/2012 Period Ended 31 May 2011

The Assistant Director (Finance and Human Resources) updated the Board on the total Housing Revenue Account revenue expenditure and income for the period from 1 April to 31 May 2011.

Resolved:

That the report be noted.

21 **Capital Programme 2011/12 Period Ending May 2011**

The Assistant Director (Finance and Human Resources) updated Members on the progress of the 2011/12 Capital Programme in terms of both expenditure and outcomes.

Resolved:

That the progress made against the 2011/12 Capital Programme be noted.

22 **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.

23 **Affordable Housing Development Schemes**

The Assistant Director (Housing) provided information about proposals to develop affordable housing on Council owned land in Hurley and Mancetter.

Recommended:

- a That the proposed valuation of £7,500 per plot to develop affordable houses on the sites detailed in the report of the Assistant Director (Housing) be agreed;**
- b That the land is surplus to requirements; and**
- c That any capital receipts received by the Council in connection with the sale of land/proposed development on the land outlined in Appendix A (Hurley) and Appendix B (Mancetter) to the report of the Assistant Director (Housing) be used for affordable housing.**

24 **Land Sales**

The Assistant Director (Streetscape) updated Members on two pieces of Council owned land which had previously been identified as being suitable for disposal and asked Members to agree a course of action in respect of each site.

Recommended:

- a That the sale of land at Jean Street, Baddesley Ensor, as detailed in paragraph 3.9 of the report of the Assistant Director (Streetscape) be agreed;**
- b That the offer for land adjacent to 40 Kiln Way, Polesworth as set out in paragraph 3.8 of the report of the Assistant Director (Streetscape) be accepted; and**
- c That any capital receipts received by the Council in connection with the sale of either parcel of land, be used for affordable housing.**

25 Land at Atherstone

The Assistant Director (Streetscape) and the Solicitor to the Council informed Members of unauthorised works that had recently been undertaken by Arragon Construction to widen the access road from Long Street, Atherstone to Atherstone Leisure Centre and the development at Phoenix Yard. Members were asked to consider what action the Council should take next.

Recommended:

- a That the content of the report of the Assistant Director (Streetscape) and the Solicitor to the Council and the action taken so far be noted; and**
- b That the Assistant Director (Streetscape) report back to the Board following discussions with Warwickshire County Council and that the Solicitor to the Council considers the financial and reputational risks in taking legal action and report those risks to the Board at a future meeting.**

J Moore
Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE RESOURCES BOARD

5 September 2011

Present: Councillor Moore in the Chair

Councillors N Dirveiks, Ferro, Forwood, Johnston, Payne, Smith, Morson, M Stanley, Y Stanley, Watkins and Winter.

Apologies for absence were received from Councillors Fowler, Hayfield and Lea (Official Council Business).

Councillors Humphreys and Phillips were also in attendance.

26 **Declarations of Personal or Prejudicial Interests**

Any personal interests arising from the membership of various Parish Councils of Councillors Moore (Baddesley), Morson and Winter (Dordon) and M Stanley and Y Stanley (Polesworth) were deemed to be declared at the meeting.

27 **Presentation on the Work of the Finance and Human Resources Division**

The Assistant Director (Finance and Human Resources) gave a presentation on the work of her Division.

28 **Site Supervision – Artificial Grass Pitch at Queen Elizabeth School and Sports College**

The Assistant Director (Leisure and Community Development) proposed the engagement of a Site Supervisor to manage community use of the new Artificial Grass Pitch at Queen Elizabeth School and Sports College in Atherstone.

Resolved:

That the appointment of a Site Supervisor to oversee community use of the Artificial Grass Pitch at Queen Elizabeth School and Sports College in Atherstone be approved.

29 **A Review of the Effectiveness of Internal Audit 2010 - 11**

The Deputy Chief Executive informed members of the annual review of the effectiveness of the system of Internal Audit.

Resolved:

- a **That the findings of the annual review of the effectiveness of the system of Internal Audit for 2010 – 2011 be noted; and**
- b **That it be noted that the system of Internal Audit is operating effectively and can be relied upon as reflected in the Annual Governance Statement for 2010 – 2011.**

30 **Council Office Accommodation**

The Management Team reminded Members of the serious Health and Safety issues arising from the poor state of the Council House's electrical installation, the ongoing issues with many other elements of the building's infrastructure and that there was urgent need to address all these. The background to the option appraisal and feasibility work carried out to date was also detailed.

Resolved:

- a **That the decision on the preferred option be deferred until later on in the meeting;**

Recommendation to the Executive Board:

- b **That the agreed preferred mechanism for progress on the project being reported back to Members be meetings of the Special Sub-Group; and**
- c **That the most appropriate methods of keeping both staff and the public up to date with progress on this project in the future should include North Talk, the staff Insider newsletter and the Council's web-site.**

31 **Payment Card Industry Requirements Review**

The Assistant Director (Corporate Services) advised Members of the requirements being placed on the Council to achieve compliance with the Payment Card Industry data security standard and its implications for how the Council manages payments made to it.

Resolved:

- a **That the report be noted; and**

b That a further report be brought to the Board when the outcome of the review is known and any financial implications identified.

32 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April – June 2011

The Chief Executive and the Deputy 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 – June 2011.

Resolved:

That the report be noted.

33 Review of Attendance Management Policy and Procedure

The Assistant Director (Finance and Human Resources) presented reviews and updates to the Attendance Management Policy and Procedure.

Resolved:

That the revised Attendance Management Policy and Procedure be adopted.

34 Internal Audit – Performance for First Quarter 2011-12

The Deputy Chief Executive reported on the progress of the Council's Internal Audit function against the agreed plan of work for the year.

Resolved:

That the report be noted.

35 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.

36 Police Accommodation – Old Bank House

The Assistant Director (Streetscape) reported on progress to date on the previously agreed proposal that Warwickshire Police rent office accommodation within Old Bank House once the existing base within Atherstone Police Station closed in May 2011 and asked members to consider a further request from Warwickshire Police to rent four parking spaces within South Street Car Park on an annual basis to provide accommodation for essential but non-emergency vehicles. Members were also asked to agree to the principle that the Police be given the option to transfer their staff to the Council House once all agreed refurbishment work has been completed on the building.

Resolved:

- a That the proposal, in principle, to make four parking spaces within South Street Car Park available exclusively to Warwickshire Police for non-emergency vehicles be agreed and the Assistant Director (Streetscape), in consultation with the Chairman and the Vice-Chairman of the Board, be authorised to determine an appropriate rental charge; and**
- b That the proposal, in principle, that the Police will be given the option to transfer their staff to the Council House once all agreed refurbishment work has been completed be agreed.**

37 Creation and Appointment of Financial Inclusion and Partnership Officer

The Assistant Chief Executive (Community Services) updated Members on a decision taken in July 2011 under the Chief Executive's emergency powers, in consultation with the Leader and both the Chairman and Shadow Chairman of the Board, to grant permission for a 11 month temporary position of Financial Inclusion and Partnership Manager to be created and advertised without Board approval.

Resolved:

That the report be noted.

38 Council Office Accommodation

The Management Team reminded Members of the serious Health and Safety issues arising from the poor state of the Council House's electrical installation, and the ongoing issues with many other elements of the building's infrastructure. Members were asked to decide on their preferred option for the refurbishment of the Council Offices based on the work carried out to date on a number of alternatives. The background to the option appraisal and feasibility work carried out to date were also detailed.

Recommendation to the Executive Board

- a That the Council agrees to pursue Option 2 as set out in Section 6.2 of the report of Management Team, as its preferred option for the refurbishment of the Council House;**
- b That a specialist contractor to project manage the design, tendering and delivery of the preferred option is appointed as soon as possible;**
- c That a budget, as set out in the report of Management Team be established to fund the appointment and initial fees of that contractor;**
- d Once the refurbishments are completed, all staff currently located at Old Bank House be moved to the main Council House building to free up Old Bank House for disposal or rental to a third party;**
- e That the agreed preferred mechanism for progress on the project being reported back to Members on an ongoing basis be meetings of the Special Sub-Group; and**
- f That recommendations (a) to (e) above be made available to the public.**

38 Irrecoverable Local Taxation and Housing Debts

The Assistant Chief Executive (Community Services) detailed the amounts recommended for write-off, in accordance with the write-off policy agreed by the former Finance Sub-Committee in September 2000.

Resolved:

- a** That the write-off of 1 balance over £1,250 totalling £1,281.53 in respect of unpaid Council Tax be approved;
- b** That the write-off of 4 balances over £1,250 totalling £70,259.37 in respect of unpaid Non Domestic Rates be approved;
- c** That the write-off of 3 balances over £1,250 totalling £4,123.36 in respect of overpaid Housing Benefit be approved;
- d** That the write-off of 27 balances under £1,250 totalling £3,862.88 in respect of unpaid Council Tax be noted;
- e** That the write-off of 7 balances under £1,250 totalling £1,949.85 in respect of unpaid Non Domestic Rates be noted;
- f** That the write-off of 98 balances under £1,250 totalling £12,666.96 in respect of overpaid Housing Benefit be noted;
- g** That the write-back of 12 balances totalling £811.63 in respect of unpaid Council Tax be noted;
- h** That the write-back of 9 balances totalling £5,768.20 in respect of unpaid Non Domestic Rates be noted; and
- i** That the write-back of 1 balance totalling £89.17 in respect of overpaid Housing Benefit be noted.

J MOORE
CHAIRMAN

MINUTES OF THE AREA FORUM SOUTH

Tuesday 12 July 2011

The Area Forum South met at Astley Reading Room, Astley at 7.00pm.

Present: Councillor Hayfield in the Chair.

Councillors Fowler, Fox, Smith, Ferro, Watkins, Barber

In Attendance: Robert Beggs – North Warwickshire Borough Council
PC Ellen Beaty (Beat Manager), & John Reeves, PCSO Phil McGuinness & Jane Owen – Warwickshire Police
Martin Gibbins – Warwickshire County Council
Gordon Etheridge, Barry Cotton – Shustoke Parish Council
Richard Williams – Corley Parish Council
Brian Martin – Ansley Parish Council
Jane Sands – Ansley Parish Council Clerk
Alison Perkins, Olivia Hunter – Astley Parish Council
Gill Guy, Gail Williams – Arley Parish Council
Bill Richards Coleshill Town Council
Sue Taylor – Fillongley Parish Council

J Hoyle, Paul Reader, Jillian Wall, John Wall, Jane Ormrod, John Taylor

and others. (30 people attended)

1. Apologies for absence.

Cllr Sherratt, Joanna Rhodes (WCC), John Poole (Clerk to Shustoke Parish Council)

2. Minutes & You Said We Did

The minutes of the meeting of the Area Forum South, held on 19 April 2011 were agreed as a true record and signed by the Chairman.

Martin Gibbins provided an update – You Said We Did concerning progress made in addressing issues raised at the previous meeting of Area Forum South. A copy of the presentation can be viewed on the Councils website www.warwickshire.gov.uk via the link for meetings and minutes online

3. Safer Neighbourhoods Update

PC Ellen Beaty, Warwickshire Police and Robert Beggs, North Warwickshire Borough Council, presented a summary of the progress and actions that had been undertaken since the last meeting of the Forum. A copy of the summary detailing these actions can be viewed on the Council's website www.warwickshire.gov.uk via the link for meetings and minutes online.

The priorities identified were:

- Anti social behaviour, damage & robberies - Coleshill Memorial park
- Nuisance motorcycles to the rear of Sycamore Crescent Arley

Other issues raised included:

Coleshill Library is receiving more enquiries than expected which is positive. It was noted that shotgun certificates are dealt with at the desk or can be dealt with via the post.

Work will be undertaken with Coleshill Primary in the Autumn involving pupils focussed on parking issues at dropping off and collecting times.

4 Police Authority

Peter Fowler, Police Authority representative, updated the meeting on the proposals for a strategic alliance with West Mercia Police force aimed at providing greater resilience for both forces. It was emphasised that it was an alliance not a merger with each Police Force retaining their respective Chief Constable.

Further information concerning the Police Authority can be found on the website: www.warwickshirepa.gov.uk

Peter Fowler highlighted the crime mapping function available on the website <http://www.police.uk/crime>. To use this simply type in the post code and a map is then produced showing offences committed within the area.

Some concerns were expressed regarding the potential reduction in opening hours at Coleshill library with the front reception service for the Police being provided from there.

5 Public Questions & Parish Issues

Arley – land to the rear of Silver Knight depot – Cllr Fox confirmed that the Police and Fire Service are aware of the issue.

Astley – Accidents and speed of vehicles approaching the crossroads, including those using Nuthurst Lane. It was agreed that Christine Lambert should be asked to attend the next meeting of Astley Parish Council to provide an update.

Fillongley – Overflowing bottle bank adjacent to the Village Hall. Restricted visibility at the junction of Wood End Lane/Park Lane due to overgrown verges.

Shustoke – dumped mattress on Castle Lane (1st gate on the lane) hasn't been removed in spite of being reported.

Waste disposal & recycling – An update was requested on recycling arrangements for glass bottles from clubs & pubs or whether they go to landfill. Concern was also raised about recycling vehicles not going out to Astley in particular Cow Lees/Astley Lane. Green bin collections being missed at Charles Street New Arley and the distribution of orange bags in Fillongley.

6 Updates

HS2 – Closing date for the consultation on HS2 being led by HS2 Ltd is 29 July. The County Council Cabinet is due to consider the response to the consultation on HS2 on 14 July and the Borough Council on 18 July. Both Councils have already indicated their opposition to the proposal for HS2.

Libraries & Youth Centres – The Forum was provided with an update concerning the outcome of the consultations undertaken by the County Council into the future provision of library services and Youth Services.

It was confirmed that the only County Council Youth Centre will be in Atherstone and will act as a “Centre of Excellence”. The “Centre of Excellence” will act as a base for expertise and support to be available to local organisations which are taking on responsibility for working with young people. From the centre good quality programmes will be offered to young people that can be shared and replicated.

Funding News – It was confirmed that the County Councils North Warwickshire Area Committee were due to consider proposals for the use of the Area Community grants at the meeting on 20 July. The total fund available was £50,000.

7. Representatives on Outside Bodies

The Area Forum considered a report seeking recommendations for appointments to the outside bodies. It was agreed that:

Coleshill Grammar School Endowment Foundation – Councillors Gordon Sherratt and Andrew Watkins

8. Potential Issues for Future Meetings

Transport
Localism Bill
Powers of Parish & Town Councils
Future direction of Borough Council

Future Meeting Dates

27 October 2011

MINUTES OF THE AREA FORUM NORTH

THURSDAY, 14 JULY 2011

The Area Forum North met at Shuttington and Alvecote Parish Hall, Newton Lane, Shuttington at 6.30 pm.

Present: Councillor Morson in the Chair.
Borough Councillors Humphreys, Moore, A Stanley, M Stanley, Y Stanley, Winter and Sweet

In Attendance: Robert Beggs and Chris Brewer – North Warwickshire Borough Council
Jo Roberts – Warwickshire County Council
Jim Onions – Warwickshire Fire and Rescue
Carol Fox – Warwickshire Police Authority
Sgt Roger Fildes and PC Painter - Warwickshire Police
D Hanratty – Dordon Parish Council
G Taylor - Baddesley Parish Council
P Carbutt and L Ferguson – Baddesley Parish Council
D Waithman – Newton Regis Parish Council
Jean Ball and R Meredith – Polesworth Parish Council
W Whitmore – Dordon Resident
Ken Broomfield – Baxterley Parish Council
Stan Orton – Austrey Resident
B and P Fletcher and Mrs Baxter – Shuttington Residents
J & D Tattershall – Alvecote Residents
V Wright – Warton Resident

1 **Apologies for Absence**

An apology for absence was received from Stan Orton.

2 **Minutes of the Meeting of the Forum held on 7 April 2011**

The minutes of the meeting of the Area Forum North held on 7 April 2011 were agreed as a correct record and signed by the Chairman.

3 **Matters Arising : You Said We Did**

Jo Roberts provided an update – You Said We Did concerning progress made in addressing issues raised at the previous meeting of Area Forum North. A copy of the presentation can be viewed on the Councils website www.northwarks.gov.uk via the link for meetings and minutes online.

During the feedback the importance of using wider communication channels other than through websites was expressed.

4 **To receive a Petition Against Cuts to Buses**

Mrs Baxter highlighted a petition against the cuts to bus services submitted to Warwickshire County Council and the impact the service changes were having on local residents. Some discussion was held regarding cuts to the bus service within the area (particularly Shuttington and Alvecote). The following specific items were discussed:

- Unable to use bus passes on the replacement service
- The length of bus journey to and from Tamworth
- Full buses do not stop at Alvecote
- Why does Polesworth get a better service?

It was suggested that a representative from Warwickshire County Council attend the next forum meeting in order to respond to concerns from public transport users. Everyone was encouraged to feedback their issues to Councillor May about the impact on the bus services in order that further consideration of the changes can take place as part of a review after 6 months to maximise any improvements for local residents.

5 Safer Neighbourhoods Update

PC Paul Painter, Warwickshire Police and Robert Beggs, North Warwickshire Borough Council, presented a summary of the progress and actions that had been undertaken to address the priorities nominated by the Forum at its last meeting. The priorities addressed Nuisance Motorcycles within Baddesley Ensor, Anti-Social Behaviour within a quarter of a mile of Browns Lane and Anti-Social Behaviour within Polesworth (Nethersole Street/High Street/Station Road). The programme of youth related activities and events for July and August was also highlighted. A copy of the summary detailing these actions can be viewed on the Council's website www.northwarks.gov.uk via the link for meetings and minutes.

Discussion took place regarding the following issues:

- Request for alcohol free zone in North Warwickshire. The Police reaffirmed their view that a designated public places order would not be effective and difficult to enforce. A representative from the Licensing Department to attend the next meeting of the Forum to provide further details regarding how the process works.
- Skate boarding on pavements at Pooley View in Polesworth.
- Concerns raised regarding the length of time it takes the police control room to answer their phones.
- Request for Alvecote Roadshow – PC Painter to organise by the end of the year.
- Community Safety Partnership to provide relevant information on drugs and alcohol misuse to parish councils to help support any communications on education and prevention messages.
- Police to bring Cannabis and other substances kits to next meeting.

- Community Safety Partnership to circulate Summer Activities posters to Parish Councils.
- Request regarding whether the Bottle Watch Scheme could be rolled out to the Polesworth area. The evaluation of the pilot scheme in Kingsbury showed the scheme didn't have the impact it was aimed to achieve.
- Request for more volunteers for the Speed Watch Scheme. Police to email Parish Council with details.
- Speeding problems in Warton.

It was then agreed that the priorities to be taken forward from Area Forum North were:

- Anti-Social Behaviour within Polesworth (Abbey Green Park), Dordon (Browns Lane) and Baddesley Ensor Recreation Ground;
- Anti-Social Behavior at Polesworth (Abbey Green). Work with Councillors, North Warwickshire Borough Council, Warwickshire County Council and local residents in order to reduce anti social behaviour within the area.
- Traffic flow and parking problems at Long Street (Dordon).

6 **Police Authority Community Confidence**

Councillor Fox, Police Authority representative, updated the meeting on the proposals for a strategic alliance with West Mercia Police force aimed at providing greater resilience for both forces. It was emphasised that it was an alliance, not a merger, with each Police Force retaining their respective Chief Constable.

Feedback on any issues arising from the introduction of the new Policing Model was requested to help inform any further changes.

The provision of the Police front desk reception services within the One Stop Shop in Atherstone and the planned accommodation of the Safer Neighbourhood Team within Old Bank House Atherstone were highlighted.

Further information concerning the Police Authority can be found on the website: www.warwickshirepa.gov.uk

Councillor Moore highlighted a concern that a neighbouring police force encouraged some travellers to move into North Warwickshire recently.

The following question was raised from Derek Tattersall:

“Can anyone advise me how to approach and communicate with Travellers when the official police position is that, unlike non-Travellers, Travellers do not tell lies?”.

This question has been forwarded to the Police and Mr Tattersall was asked to contact the Police directly for a response.

7 **Public Questions and Parish Issues**

Ken Broomfield requested some guidance on who is the appropriate authority to give permission for temporary event signage. This had proved to be problematic for the recent Wings and Wheels event.

A query was raised on the current position with sales of land for open cast mining near to Shuttington.

The locking of the car park at the Alvecote Priory site was raised with visitors being expected to use the Pooley Fields Country Park car park.

8 **Updates**

HS2

The following question was raised from Derek Tattersall:

“I have been told that the new rail line will go ahead regardless of any opposition to it. Is there any chance that the project will be dropped as a result of objections already raised?”

If not, why are we having a "consultation"?

If it is important to 'consult' people affected by stage one, why is it less important to consult people further afield, and in particular along the whole of the proposed route/s?”

Councillor May confirmed that this concern had been raised repeatedly. The important thing was to respond to the consultation opportunity despite the obvious flaws in the process.

The closing date for the consultation on HS2 being led by HS2 Ltd is 29 July. The County Council Cabinet is due to consider the response to the consultation on HS2 on 14 July and the Borough Council on 18 July. Both Councils have already indicated their opposition to the proposal for HS2.

A local meeting at Newton Regis Village Hall was also arranged for 18 July.

Libraries & Youth Centres

Jim Onions provided an update concerning the outcome of the consultations undertaken by the County Council into the future provision of library services and Youth Services.

It was confirmed that the only County Council Youth Centre will be in Atherstone and will act as a “Centre of Excellence”. The “Centre of Excellence” will act as a base for expertise and support to be available to local organisations which are taking on responsibility for working with young

people. From the centre good quality programmes will be offered to young people that can be shared and replicated.

Councillor Sweet highlighted the intention to extend the time period by 4 weeks for local communities to prepare business plans for sustaining local community libraries. Five local plans for Baddesley, Dordon, Hartshill, Kingsbury and Water Orton were being prepared. There is a deadline of 19 August.

Concerns were expressed about the disproportionate impacts the reductions in services would have in the Borough.

Concerns about the lack of opportunity for local parish councils to be consulted on the youth services reductions were raised.

Lorna Fergusson presented an overview of the approach Baddesley Parish Council are taking to provide local community services and access to information and advice using parish pathways . The aim is to provide a community library and hub based in Baddesley which will provide services for all the parish villages.

NWBC

Chris Brewer confirmed that £11,296 was still available from the Area Forum fund for the North. Any potential applications need to be submitted to Jaki Douglas in Leisure and Community Development. The deadline for applications is 11 August.

WCC

Jo Roberts highlighted the availability of a Community Development fund of £50,000 which the North Warwickshire Area Committee was expected to approve on the 21 July. Further information will be circulated about the fund.

9 Future Agenda Items

Young People's Area Forum
Health Issues
Designated Public Places Order
NWBC future priorities and financial reductions

10 Any Other Business

None.

11 Future Meeting Date

20 October 2011.

Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

18 July 2011

Present: Councillor Sweet in the Chair.

Councillors Barber, Butcher, L Dirveiks, Holland, Humphreys, Lea, B Moss, Phillips, Simpson, A Stanley, Turley, Winter and Wykes

An apology for absence was received from Councillor Sherratt.

Councillors Lewis and Payne were also in attendance.

17 **Declarations of Personal or Prejudicial Interests**

Personal interests arising from the membership of Warwickshire County Council of Councillors Lea, B Moss and Sweet and membership of the various Town/Parish Councils of Councillors Barber (Ansley), Butcher (Polesworth), B Moss (Kingsbury), Phillips (Kingsbury) and Winter (Dordon) were deemed to be declared at this meeting.

Councillors Lea, B Moss and Sweet declared a personal interest in Minute No 21 - Planning Applications (Application No 2011/0346 - Proposed Bund & Landscaping Merevale Lane, Merevale) by reason of being members of Warwickshire County Council and took no part in the discussion or voting thereon.

18 **Minutes**

The minutes of the meetings of the Board held on 23 May and 20 June 2011, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

19 **Development Control Section**

Jeff Brown, Head of Development Control, presented an outline of the work of the Development Control Section.

20 **Budgetary Control Report 2011/2012 Period Ended 30 June 2011**

The Assistant Director (Finance and Human Resources) reported on the revenue expenditure and income for the period from 1 April 2011 to 30 June 2011. The 2011/12 budget and the actual position for the period, compared with the estimate at that date were detailed, together with an estimate of the out-turn position for services reporting to the Board.

Resolved:

That the report be noted.

21 **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 2011/0273 (Land Rear Of Atherstone Road, Hartshill) be approved subject to the conditions set out in the report of the Head of Development Control; and**
- b **That in respect of Application No 2011/0346 (Proposed Bund & Landscaping Merevale Lane, Merevale) the County Council be notified that this Council has no objection to this proposal. [For consideration of this matter Councillor Sweet vacated the Chair – Councillor Winter in the Chair]**

22 **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.

23 **Breaches of Planning Control**

The Head of Development Control reported on a number of alleged breaches of planning control and the Board was asked to agree suggested courses of action.

Resolved:

- a **That in respect of Ash End Farm, Middleton Lane, Middleton, the Head of Development Control continue dialogue with the planning agent with a view to reporting to and recommending any further action to the Planning and Development Board in August;**
- b **That in respect of New House Farm, Wishaw Lane, Curdworth, Sutton Coldfield**
 - (i) **the Solicitor to the Council be authorised to issue an Enforcement Notice relating to the erection of a building, comprising additional living accommodation, within the garden of the property;**

- (ii) **the owner/occupier being required to demolish the structure and remove the resulting materials from the site, and also to reinstate the land by digging up and removing the foundation of the building and any associated hardstanding, service connections, or related development; and**
 - (iii) **the compliance period be six months.**
- c That Breach Brook Market Garden, Square Lane, Corley the Solicitor to the Council be authorised to take appropriate legal action in response to the non-compliance with an extant Enforcement Notice requiring: Cease the residential use of the land, removal of all development ancillary to a residential use and the reinstatement of the building as stables, in accordance with the approved plans dated 11 December 2002 under planning reference 1089/2002.**

R Sweet
Chairman

**Planning and Development Board
18 July 2011
Additional Background Papers**

Agenda Item	Application Number	Author	Nature	Date
7	2011/0273	Applicant	Application	20/5/11
		Warwickshire Police	Consultation	3/6/11
		Nuneaton & Bedworth Council	Consultation	14/6/11
		WCC Highways	Consultation	2/6/11
		WCC Highways	Letter	23/6/11

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

15 August 2011

Present: Councillor Sweet in the Chair.

Councillors Barber, Butcher, L Dirveiks, Holland, Humphreys, Lea, B Moss, Phillips, Sherratt, Simpson, A Stanley, Turley, Winter and Wykes

Councillor N Dirveiks was also in attendance.

24 **Declarations of Personal or Prejudicial Interests**

Personal interests arising from the membership of Warwickshire County Council of Councillors Lea, B Moss and Sweet and membership of the various Town/Parish Councils of Councillors Barber (Ansley), Butcher (Polesworth), B Moss (Kingsbury), Phillips (Kingsbury) and Winter (Dordon) were deemed to be declared at this meeting.

Councillor Sweet declared a personal and prejudicial interest in Minute No 27 (Proposed Tree Preservation Order - The Vicarage, Baddesley Ensor) vacated the Chair and took no part in the discussion or voting thereon.

25 **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 subject to the signing of a Section 106 Agreement with the following terms:**

“£25000 as a contribution towards improvement and/or enhancement of existing off-site Public Open Space provision in Atherstone and £10000 as a contribution towards the provision of additional spaces on the car park opposite the site and maintenance of the public car parks in Atherstone,”

planning application No 2010/0236 (The Vero Works, 36 Station Street, Atherstone) be approved subject to the conditions with the general wording as set out in the report of the Head of Development Control, but that the exact wording be delegated to officers in consultation with the Chairman and Vice-Chairman of the Board together with the Opposition Planning Spokesperson;

- b** That Application No 2011/0122 (Victor Valet Limited, Kingsbury Road, Curdworth, Warwickshire) be approved subject to the conditions set out in the report of the Head of Development Control;
- c** That Application No 2011/0256 (3 The Green Austrey Atherstone) be refused for the reasons set out in the report of the Head of Development Control;
- d** That Application No 2011/0270 (19 Edward Road, Water Orton) be approved subject to the amendment of condition i) to read as follows

“i) The development hereby approved shall be discontinued on or before 30 September 2012”
- e** That the report in respect of Planning Application No 2011/0286 (Grendon Fields Farm, Warton Lane, Grendon) be noted, and the Board undertake a site visit prior to determination of this application;
- f** That the report in respect of Applications No 2011/0340 and 2011/0342 (Shustoke House Barns, Coleshill Road (B4114), Shustoke) be noted and the Board undertake a site visit prior to determination of these applications;
- g** That in respect of Application No 2011/0353 (West Midland Water Ski Centre, Tamworth Road, Kingsbury) this Council raises no objection subject to the following conditions:
 - i)** that the County Council satisfies itself that the Environment Agency has no objection to the flood alleviation measures being proposed;
 - ii)** that the County Council satisfies itself, from its consultation with the appropriate ornithological bodies, that there is unlikely to be an adverse impact on the ornithological value of the lake as an over-wintering resource; and finally
 - iii)** that this Council remains very concerned about the adverse visual impact of this significant artificial feature in the landscape which is affecting the openness of the Green Belt hereabouts. As a consequence, the County Council is strongly urged to formally seek re-contouring of the main bund between the River and Lake A such that it appears as a lower and more natural feature.

- h That in respect of Application No 2011/0370 (Land Off Lower House Lane Lower House Lane Baddesley Ensor) the County Council be informed that this Council raises no objection.**

26 Planning Protocol

The Assistant Chief Executive and Solicitor to the Council reported on an outline Draft Planning Protocol which the Coventry and Warwickshire Local Enterprise Partnership had requested the Borough Council to consider.

Resolved:

- a That the Coventry and Warwickshire Local Enterprise Partnership be informed that this Council is unhappy with the Planning Protocol as drafted;**
- b That the Council recommends that the Planning Protocol be redrafted to better balance the commitments of the Local Planning Authority and the Business Community; and**
- c That these observations be sent to the Department for Communities and Local Government and the two local Members of Parliament.**

27 Proposed Tree Preservation Order - The Vicarage, Baddesley Ensor

[Councillor Sweet vacated the Chair for this item and took no part in the discussion or voting thereon – Councillor Winter in the Chair]

The Board was invited to confirm or otherwise a Tree Preservation Order made in respect of land at The Vicarage in Baddesley Ensor.

Resolved:

That the Tree Preservation Order be confirmed.

28 Use Classes Order Consultation Paper

The Head of Development Control reported that the Government had circulated a further paper for consultation concerning the possibility of further relaxation of the Use Classes Order and that the Council's comments had been invited.

Resolved:

- a That in North Warwickshire's case, this Council considers that any further relaxation in the Use Classes Order will**

inevitably involve far worse adverse impacts arising from unrestricted changes of use, particularly traffic and environmental impacts, and that these would outweigh any benefits that might arise. Any alternative should be introduced through Local Development Orders such that local circumstances can be better reflected;

- b That this Council has in particular seen the adverse impacts arising from temporary use permitted development rights, and once again requests that these are reviewed such that greater emphasis is given to limiting these rights so as to reduce these impacts on local communities; and**
- c That the Government be asked to consider the introduction of a rolling programme of modernisation for the Use Classes Order.**

29 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April - June 2011

The Chief Executive and the Deputy Chief Executive reported on the performance and achievement against the Corporate Plan and Performance Indicator targets relevant to the Board for the first quarter from April to June 2011.

Resolved:

That the report be noted.

30 Annual Performance Report

The Head of Development Control reported on the annual performance over 2009/10 of the Development Control service comparing it with recent years.

Resolved:

That the report be noted.

31 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.

32 Breaches of Planning Control

The Head of Development Control reported on a number of alleged breaches of planning control and the Board was asked to agree suggested courses of action.

Resolved:

- a That in respect of Ash End Farm, Middleton Lane, Middleton**
- 1.1 the Solicitor to the Council be authorised to issue an Enforcement Notice relating to the unauthorised erection of a building intended for residential purposes; creation of hard standing with retaining wall; erection of wall adjacent to the public highway exceeding 1 metre in height; and change of use of land from agricultural to residential;**
 - 1.2 the compliance period be three months in relation to demolishing the building and removing unauthorised works;**
 - 1.3 the compliance period be six months in relation to restoring the agricultural land to its former condition;**
 - 1.4 the Solicitor to the Council also be authorised to issue a full Stop Notice relating to the erection of the building and creation of hard standing with retaining wall; and**
 - 1.5 Officers maintain an open dialogue with the landowner should they provide any possible solutions which would negate the need for formal enforcement action, ahead of any formal service of Notice(s).**
- b That in respect of the site adjacent to Woodside Farm Bungalow, Linden Lane, Polesworth it is no longer in the public interest for the Solicitor to the Council to take legal action in response to the non-compliance with an extant Enforcement Notice requiring the demolition and/or removal of a stables building because a similar volume of older, poor quality buildings have been demolished and the majority of the resulting materials have been removed from the land.**

R Sweet
Chairman

**Planning and Development Board
15 August 2011
Additional Background Papers**

Agenda Item	Application Number	Author	Nature	Date
4/1	2010/0236	Assistant Director (Streetscape)	Consultation	12/8/11
4/7	2011/0353	Turley Associates	Letter	15/8/11

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

12 September 2011

Present: Councillor Sweet in the Chair.

Councillors Barber, Butcher, L Dirveiks, Holland, Humphreys, Lea, B Moss, Phillips, Sherratt, Simpson, A Stanley, Winter and Wykes

An apology for absence was received from Councillor Turley.

Councillor May was also in attendance.

33 **Declarations of Personal or Prejudicial Interests**

Personal interests arising from the membership of Warwickshire County Council of Councillors Lea, B Moss and Sweet and membership of the various Town/Parish Councils of Councillors Barber (Ansley), Butcher (Polesworth), B Moss (Kingsbury), Phillips (Kingsbury) and Winter (Dordon) were deemed to be declared at this meeting.

Councillor B Moss declared a personal and prejudicial interest in Minute No 35 – Planning Applications (Application No 2011/0417 - 50 Mill Crescent Kingsbury Tamworth) left the meeting and took no part in the discussion or voting thereon.

Councillor Simpson declared a personal interest in Minute No 35 – Planning Applications (Land within NEC Complex - Consultation by Solihull MBC) by reason of his connections with the adjacent Crowne Plaza Hotel.

34 **Budgetary Control Report 2011/2012 Period Ending 31 August 2011**

The Assistant Director (Finance and Human Resources) reported on the expenditure and income from the period 1 April 2011 to 31 August 2011.

Resolved:

That the report be noted.

35 **Planning Applications**

The Head of Development Control submitted a report for the consideration of the Board. A supplementary report was circulated at the meeting in respect Application No 2011/0227 (24 - 26 Atherstone Road, Hartshill). Details of correspondence received since the publication of the agenda is attached as a schedule to these minutes.

Resolved:

a That Application No 2011/0227 (24 - 26 Atherstone Road, Hartshill) be refused for the reasons set out in the addendum report of the Head of Development Control;

b That Application No 2011/0332 (OS Field 2961, Hickey Lane, off Main Road, Newton Regis, Tamworth) be approved subject to the amendment of condition iii to read as follows

“iii The clay pigeon shooting hereby approved shall not take place other than between 1000 hours and 1400 on Sundays and shall be limited to no more than 28 days of operation in any one calendar year.”

c That provided amended plans are first agreed, Applications No 2011/0340 and 0342 (Shustoke House Barns, Coleshill Road, Shustoke) be approved subject to the following amended and additional conditions

“xxv Within six months of the date of this permission, full details shall be submitted of the landscaping to be provided throughout the site, together with full details of measures to enhance bio-diversity throughout the site, shall be submitted to the Local Planning Authority. Particular attention shall be paid to the area between the car parks and the road. Once agreed in writing, these details and measures shall then be implemented in accordance with a programme that itself shall have been agreed in writing by the Local Planning Authority.

xxvii Within twelve months of the occupation of the site for business purposes, a noise assessment report shall be submitted to the Local Planning Authority providing information, to be agreed in advance with the Authority, which provides evidence on the level of noise emissions arising from the business operations. This report shall also contain recommendations arising from the report findings as to any measures that might be needed to reduce noise emissions. If this is the case, those measures shall be agreed in writing by the Local Planning Authority, and fully installed in line with a timetable also agreed by the Authority. Thereafter further assessment reports will be prepared and submitted as requested by the Local Planning Authority.

xxx Within twelve months of the date of this permission, full details shall be submitted outlining a programme of repairs and refurbishment for the building marked as “Existing Open Cart Store” on approved plan

number 1012/03. This programme shall include a schedule of repairs, timetable, and proposals for the building's use. The details as may be approved shall then be fully implemented in accordance with the agreed timetable.”

- d That Application No 2011/0417 (50 Mill Crescent, Kingsbury, Tamworth be approved subject to conditions specified in the report of the Head of Development Control; and
- e That in respect of the land within NEC Complex - consultation by Solihull MBC the Head of Development Control be authorised to respond taking into account the matters raised in his report and the issues raised at the meeting by the Board.

36 Public Speaking at Planning and Development Board Meetings

The Assistant Chief Executive and Solicitor to the Council sought approval for a scheme to allow the public to speak on planning applications considered by the Planning and Development Board.

Recommendation to the Executive Board

- a That the scheme for public speaking at the Planning and Development Board detailed in the Appendix be adopted; and
- b That the scheme be reviewed in twelve months time.

37 Executive and Planning and Development Board Terms of Reference

The Assistant Chief Executive and Solicitor to the Council reported on proposed changes in the Terms of Reference of the Executive and Planning and Development Boards and Members were asked to agree a suggested course of action.

Resolved:

That the changes to the Constitution detailed in the Appendices to the report of the Assistant Chief Executive and Solicitor to the Council be agreed and referred to the Executive Board for approval.

38 Draft Core Strategy and Accompanying Documents

The Assistant Chief Executive and Solicitor to the Council provided Members with the documents to accompany the Draft Core Strategy and the Board was asked to agree a suggested course of action.

Recommended to the Executive Board:

That the report be agreed and referred to the Executive Board for approval.

39 A5 Strategy 2011 - 2026

The Assistant Chief Executive and Solicitor to the Council reported on proposals for the development of and consultation on a draft Strategy for the A5 Transport Corridor.

Resolved:

- a That the comments from the Board on the draft strategy be fed into the consultation process; and**
- b That the date of the launch of the Draft Strategy for consultation and event on Friday the 30 September 2011 be noted.**

40 Draft National Planning Policy Framework

The Assistant Chief Executive and Solicitor to the Council sought views on the Draft National Planning Policy Guidance which aimed to bring existing Planning Policy Statements, Planning Policy Guidance Notes and some Circulars into a single consolidated document.

Recommendation to Executive Board

- a That Members be invited to respond to Assistant Chief Executive and Solicitor to the Council by the 30 September 2011 with any observations on the draft guidance; and**
- b That those observations, together with the comments included in the report be sent as the Council's response to the consultation.**

R Sweet
Chairman

**Planning and Development Board
12 September 2011
Additional Background Papers**

Agenda Item	Application Number	Author	Nature	Date
5/1	2011/0227	Objection	K Moss	8/9/11
		Objection	S Moss	8/9/11
		Objection	Mr & Mrs Holloway	12/9/11
		Objection	T & C Sharp	12/9/11
		Objection	J Allen	12/9/11
5/2	2011/0332	Objection	M Abbott	7/9/11
		Objection	A Hall	7/9/11
		Objection	R Edge	8/9/11
		Objection	P Wilson	8/9/11
		Objection	L Kesterton	8/9/11
		Objection	Anon	8/9/11
		Objection	J Walsh	7/9/11
		Objection	J Humphries	9/9/11
5/3	2011/0340 & 2011/0342	Representation	R Swindells	5/9/11
		Objection	P Pears	5/9/11
		Objection	M Swindells	5/9/11
		Objection	Mr Dade	10/9/11
		Objection	R & C Parker	11/9/11

MINUTES OF THE AREA FORUM EAST

21 July 2011

The Area Forum East met at 6.30pm The Partnership Centre,
Coleshill Road, Atherstone

Present: County Councillor / Police Authority - Carol Fox in the Chair

County Councillor M Shaw

Borough Councillors: A Forwood, L Dirveiks, N Dirveiks, L Freer, K
Johnston, M Davis

In Attendance: A Rigby, J Rhodes - Warwickshire CC
S Garner, C Bridges - North Warwickshire BC
PC Carter, PCSO Mander – Warks Police

D Clews, R Jarvis, G Davis, - Atherstone TC
D Clay, M Wrigley, D Atkin, Mr Chowdray

1. Apologies for Absence.

Apologies for absence were received from T Wykes, D Pickard, A Wright, T Hopkins, A Macchi

2. Minutes and Matters Arising of the meeting held on 14 April 2011

The minutes were agreed as a true record.

A Rigby presented 'You said – We did' reporting back on the actions from the last meeting that were followed up by Warwickshire County Council, (WCC) North Warwickshire Borough Council (NWBC) and NHS Warwickshire.

A copy of the presentation can be viewed at www.warwickshire.gov.uk via the link for meetings and minutes.

Discussion focused on Atherstone Train Station. Request was made for improved signage to direct people to the station and for an updated timetable to be displayed at the bus station.

3. Safer Neighbourhoods Update

PC Leon Carter, Beat Manager for SNT East fed back on Police activity over the last 3 months including the three priorities chosen at the last meeting. The presentation can be viewed at www.northwarks.gov.uk via the link for meetings and minutes.

Cheryl Bridges, NWBC reported back on the success of a number of recent youth and community activities including: Call 4 Sport; Community Fun Days, Community Safety Day in Atherstone and 5 a-side tournament at Aston Villa's training ground.

A general discussion then followed about the next set of priorities to take forward for this round.

Comments made:

- Highway Agency to be notified of speeding on Atherstone by-pass
- Pavement clutter outside shops on Coleshill Rd, Chapel End to be reduced
- Police to ask NWBC licensing officer to approach Atherstone supermarket re: sales of alcohol to minors
- Police School Liaison Officer to approach Head of QE School re: impact of pupils in town on Prom Night
- Police force priority to respond to serial burglars
- Police to increase presence along canal in Atherstone to deter motorbikes and under age drinking
- Parking on Ratcliffe Road and on Coleshill Road, Atherstone to be looked at after the summer holidays
- Thanks passed to PC Carter's team for work on 3 priorities

Priorities for next 3 months:

Priority: Parking - Long Street, Atherstone

Priority: ASB - Under age drinking in PH, Atherstone town centre

Priority: ASB and associated issues in Chapel End

4. **Police Authority**

Update given by Police Authority representative Cllr Fox.

A strategic alliance between Warwickshire Police and West Mercia Police Force has been agreed. This will help Warwickshire Police meet its next saving target of £5.9 million by merging some of the workforce eg IT department.

Both police forces will retain a separate Police Authority, Chief Constable and Deputy Chief Constable.

Since the new policing model came into operation on 9 May: 900 police staff have been moved, 400 computers / items of IT have been moved, 150 police vehicles relocated and more Special Constables have been used.

221 requests for voluntary redundancy by Warwickshire policing staff were approved.

On 9 August Atherstone's CCTV centre will be linked directly to Leek Wooton.

5. **Tell us your issues**

Atherstone Town Council would like to assist the Borough Council's dog warden in keeping the town clean and tidy. Coleshill Road, Atherstone in particular needs attention. Officers to discuss ideas further.

Residents / Councillors can already make use of the One Stop Shop to report any dog related issues.

6. Updates

- **HS2**

J Rhodes gave an update on the consultation that closes on 29 July. All the latest information can be found at <http://highspeedrail.dft.gov.uk>

The County Council's Cabinet met on 14 July to agree its formal response to the Government's consultation on High Speed Rail 2 in opposing the project.

A question was raised as to whether the County Council supports in principle a high speed rail connection from Birmingham to Scotland.

- **Libraries**

The County Council's Cabinet met on 14 July to decide on the proposal for the transformation of libraries. Cabinet approved an extension for finalising the business plans of all 16 bids to run community libraries. Community groups have until 19 August to complete their plans.

Hartshill library has two business cases proposed by Hartshill Parish Plan project and Inglebury Foundation. Officers are assisting both groups to complete their business cases on time.

- **Youth Service**

Cabinet has confirmed that the Ratcliffe Centre, Atherstone will continue to be run as a Youth Centre and will act as a "Centre of Excellence" providing a base for expertise and support to local organisations continuing to work with young people locally.

- **Funding**

Warwickshire County Council's North Warwickshire Area Committee has agreed to launch a grants programme worth £50K. The Community Development Fund and Small Grants Fund will run as in previous years. Both funds will be open to community and voluntary groups in North Warwickshire and launched before the end of July. For further details visit

www.warwickshire.gov.uk/grants

7. Representatives of Outside Bodies

Borough Councillors agreed the membership to be:

Hartshill Hayes Country Park Advisory Committee – Cllr Wykes
(Sub Cllr Johnston)

Rowan Organisation – Cllr Forwood

8. Any Other Business

Council officers to assess and comment on the improvement works around the bridge at Atherstone train station

9. Suggestions for items / themes for next meeting

Update Atherstone train station

Resident only parking in Atherstone town centre

10. Date of next meeting

Thursday, 6 October 2011

MINUTES OF THE AREA FORUM WEST
28 July 2011

The Area Forum West met at Hurley Village Hall, Knowle Hill, Hurley, at 6.30pm.

- Present:** Borough and County Councillor Lea in the Chair
Borough Councillors Lewis, M Moss, Payne and Phillips.
County and Borough Councillor B Moss.
- In attendance:** Linda Bird, Jenny Price and Cheryl Bridges -North Warwickshire Borough Council
Alistair Rigby and Bob Perks – Warwickshire County Council
PC Nina Bowden, and PCSO's Peter Beales and Gavin Scott - Warwickshire Police.
Alex and Helen Simpson, Jenny Pearson and Paul Beavon - Hurley Community Association
Ian and Jean Thomas and Julia Rawlins – PCA
Carol Fox – Warwickshire Police Authority
C Ayasamy – Kingsbury Parish Council
Steve Turner, Tracey Fox, and Fred Lee – Kingsbury Residents
Mary Pitts – Wood End Resident
David Williets – Middleton Parish Council
Anne Rimmer and E G Bullivant – Curdworth Parish Council
John Poole – Lea Marston Parish Council
- Apologies:** Borough Councillor Holland.
P Ross and A Vaughton – Curdworth Parish Council
Kevin Oakley – Lea Marston Parish Council
John Rowland – Middleton Parish Council

1 Minutes of the meeting held on 5 April 2011

The minutes of the meeting held on 5 April 2011 were agreed as true record and signed by the Chairman.

2 Matters Arising and You Said – We Did

There were no matters arising from the minutes of the meeting held on 5 April 2011.

Alistair Rigby presented You Said – We Did, an update on the progress of issues raised at the previous meeting of the Forum. A copy of the presentation can be viewed on the Council's website www.northwarks.gov.uk via the link for minutes and meetings online.

3 Safer Neighbourhoods

PC Nina Bowden, Warwickshire Police, together with Cheryl Bridges, North Warwickshire Borough Council, presented a summary of the progress and actions that had been undertaken on the three PACT priorities nominated by the Forum at its last meeting. A programme of youth related activities and events for July and August was also highlighted. A copy of the summary detailing these actions can be viewed on the Council's website www.northwarks.gov.uk via the link for minutes and meetings online.

A general discussion then followed about the next set of priorities to take forward for this round.

As part of the discussions, a request was made to tackle speeding in the area of Coventry Road / Mill Crescent, Kingsbury. It was agreed that PC Bowden would seek assistance from the traffic department rather than making it a priority at this stage.

It was decided that the priorities to be taken forward from Area Forum West were:-

- ASB Attleboro Lane/Vicarage Lane, Water Orton.
- ASB recreation ground area and St Peters Place.
- ASB Pear Tree Avenue, Kingsbury.

Members of Area Forum West requested that their thanks to PCSO's Scott and Beale for their work on Hurley Police week with Year 6 pupils, be noted.

4 Police Authority Update

Councillor Fox, Police Authority representative, updated the meeting on the proposals for a strategic alliance with West Mercia Police force aimed at providing greater resilience for both forces. It was emphasised that it was an alliance, not a merger, with each Police force retaining their respective Chief Constable.

Further updates included;

- The role of Special Constables
- Launch of an electronic notebook device
- Launch of a national helicopter scheme

Feedback on any issues arising from the introduction of the new Policing Model was requested to help inform any further changes.

5 **Public Questions and Parish Issues**

North Arden Heritage Trail Feature at Kingsbury

A request was made for a plaque to be installed attributing what the feature was and how it was funded. This would inform the many visitors to Kingsbury who were not walking the trail but were interested to know more about it.

Linda Bird, NWBC, to take request back to Borough Council.

6 **Updates**

Bob Perks, Warwickshire County Council updated the meeting as follows;

HS2

The official consultation period by HS2 Ltd ends on 29 July 2011. Warwickshire County Council and the Borough Council had sent their responses to the consultation.

Libraries

The decision on the transformation of libraries had been deferred until October 2011. Community groups had until 19 August 2011 to complete their business plans. A meeting with interested parties had taken place with library staff to go through business plans and firm up offers. Water Orton and Kingsbury both had bid proposals.

£100k capital fund was available across the county to help groups set up community libraries.

Youth Service

Following on from the consultation on Youth Services, the Ratcliffe Centre in Atherstone would remain open and become a centre of excellence. The centres at Kingsbury, Polesworth, Baddesley and Coleshill would no longer be run by the County Youth Service.

The responsibility for Kingsbury Youth and Community Centre building would return to the Trustee of the centre.

Funding

£125,000 was available across the whole of Warwickshire from the County Council's Big Society fund to provide grants which directly contribute to building the Big Society in Warwickshire. The fund supports projects that establish well-organised, compassionate and thriving communities where local people can do the things they really think are important to themselves. Closing date for applications - 16 September 2011.

A grant programme worth £50k is available from the Community Development and Small Grant funds. £45k for Community Development fund and £5k for Small Grant fund. Closing date for applications - 16 September 2011.

Community Computers

WCC had 25 recycled desktop computers available free of charge to local community organisations. Closing date for applications – 16 September 2011.

Application forms for all funds were made available at the meeting.

7 Representations on Outside Bodies

The Borough Council asked for recommendations for appointments to the outside bodies 'local' to the area covered by this Area Forum.

It was agreed that the following should be appointed for a period of one year expiring in May 2012.

Kingsbury Liaison Group – Councillor B Moss
Middleton Hall Trust – Councillor Lea
Piccadilly Community Association – Councillor Lewis
Stanyer's Charity – Councillors B and M Moss
Wood End Community Centre – Councillor Phillips.

8 Future Agenda Items

Changes in the planning system.

9 Date of Next Meeting

Thursday 13 October 2011 at Piccadilly Community Centre.

Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE EXECUTIVE BOARD

13 September 2011

Present: Councillor M Stanley in the Chair

Councillors Davis, Fox, Hayfield, Lewis, May, Moore, Morson, B Moss, Phillips, Simpson, Smith, Sweet, Watkins and Winter.

Councillor Pickard was also in attendance.

23 **Declarations of Personal or Prejudicial Interest.**

Any personal interests arising from the membership of Warwickshire County Council of Councillors Fox, Hayfield, May, B Moss and Sweet and membership of the various Town/Parish Councils of Councillors Davis (Atherstone), Fox (Shustoke), Lewis (Kingsbury), Moore (Baddesley Ensor), B Moss (Kingsbury), Morson (Dordon), Phillips (Kingsbury), M Stanley (Polesworth) and Winter (Dordon) were deemed to be declared at this meeting.

24 **Minutes of the meeting of the Board held on 27 June 2011.**

The minutes of the meeting of the Board held on 27 June 2011, copies having been circulated, were approved as a correct record and signed by the Chairman.

25 **Financial Statements 2010/11**

The Deputy Chief Executive submitted the Annual Financial Statements for 2010/11 for approval.

Resolved:

That the Financial Statements 2010/2011 be approved subject to audit.

26 **External Auditors' Report**

The Deputy Chief Executive submitted a report informing Members of changes to the 2010/11 Statement of Accounts following the audit and the External Auditors' report to those charged with governance.

Alison Breedon and Leon Mayfield from PricewaterhouseCoopers were in attendance at the meeting and presented their report on which Members asked a number of questions.

Resolved:

That the contents of the External Auditors' report be noted.

27 Council Vision, Priorities and Corporate Plan Key Actions – Implications Arising from the 2011 Elections

The Chief Executive reported further on potential changes to the Council's Vision, Priorities and Corporate Plan Key Actions following the elections in May 2011. The Board was asked to agree a suggested course of action.

Recommended:

- a That the Council's Vision and Priorities be confirmed as set out in Appendix 1 to the report of the Chief Executive; and**
- b That Appendix 2 be adopted as the format for the Council's Priorities and Corporate Plan Key Actions and that further reports be brought on any proposals for the areas in italics in Appendix 2 which require additional budget provision to take forward in the current financial year.**

28 Corporate Plan 2012/13 – Key Corporate issues

The Chief Executive reported on the key corporate issues facing the Council over the next 18 months and sought agreement to addressing these issues during the formulation of the 2012/13 Budget and Corporate Plan.

Recommended:

That the issues raised in the report of the Chief Executive are the main areas which should be considered for inclusion in the 2012/13 Corporate Plan.

29 Financial Strategy 2012–16

The Deputy Chief Executive reported on the Authority's Financial Strategy, projected forward the Authority's General Fund budgets to 2015/16, and suggested a detailed budget approach for the 2012/13 General Fund Budget.

Recommended:

- a That the Financial Strategy shown as Appendix A to the report of the Deputy Chief Executive be approved;**

- b That the General Fund budget projections for 2012/13 to 2015/16 be noted;**
- c That the budget approach, set out in paragraph 12.1 to 12.2 of the report, be adopted; and**
- d That growth bids be assessed according to the criteria set out in 9.2 of the report.**

30 Earmarked Reserves 2011/12

As requested at the last meeting of the Council the Deputy Chief Executive reported on the balances in the reserves at 31 March 2011. The Board was asked to agree a suggested course of action.

Recommended:

- a That earmarked reserves of £111,985.81 be moved into the General Fund balance, £100,000 into a one-off initiative reserve and £5,765.50 into the Housing Revenue Account balance; and**
- b That the remaining reserves held at 31 March 2011 (detailed in Appendix A) and the planned use of reserves in 2011/12 be approved.**

31 Council Office Accommodation

Members received and considered the public report on the Council Office Accommodation project.

At this point in the meeting it was proposed by Councillor M Stanley, seconded by Councillor Winter and

Resolved:

That the two reports on the Council Office Accommodation project be considered together and that under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting during consideration of this item, on the grounds it involves the likely disclosure of exempt information as defined by Schedule 12A to the Act.

The Board was informed further on the proposals for the work to the Council House and Members were asked to agree a suggested course of action.

Recommended:

- a That the Council agrees to pursue Option 2 (Full Mechanical and Electrical Refurbishment) as set out in the body of the report of Management Team at section 5.2 as its preferred option for the refurbishment of the Council House;
- b That a specialist contractor to project manage the design, tendering and delivery of the preferred option is appointed as soon as possible;
- c That a budget as set out in the report be established to fund the appointment and initial fees of that contractor;
- d That once the refurbishments are completed, all staff currently located at Old Bank House be moved to the main Council House building to free up Old Bank House for disposal or rental to a third party;
- e That the agreed preferred mechanism for progress on the project being reported back to Members on an ongoing basis be meetings of the Special Sub-Group;
- f That the most appropriate methods of keeping both staff and the public up to date with progress on this project in the future should include North Talk, the staff Insider newsletter and the Council's web-site; and
- g That recommendations (a) to (f) above be made available to the public.

32 **Review of Parliamentary Constituency Boundaries in England**

The Chief Executive reported on the proposals published by the Boundary Commission for England in respect of its initial proposals for the review of Parliamentary Constituency Boundaries in England. Members were asked to agree a suggested course of action.

Recommended:

That matter be referred to the Special Sub-Group to agree the Council's response to the initial proposals from the Boundary Commission for England.

33 **Changes to Boards and the Special Sub-Group**

The Assistant Chief Executive and Solicitor to the Council sought approval to changes in the Constitution and terms of reference of the Policy Boards and the Special Sub-Group and the creation of

Sub-Committees to deal with Housing and Safer Communities matters. Revised recommendations were circulated at the meeting.

Recommended:

- a That the number of Members on the Executive, Resources and Community and Environment Boards be reduced to nine;**
- b That substitutes for all Boards be allowed in accordance with the scheme set out in revised Standing Order No 23 in the Appendices to the report of the Assistant Chief Executive and Solicitor to the Council;**
- c That responsibility for Human Resource matters be given to the Special Sub-Group;**
- d That Appeals Panels consist of either the Chairman of the Special Sub-Group or the Chairman of the Resources Board together with three other Members from either the Special Sub-Group or the Resources Board and that all the Council's policies that refer to Appeals Panels or similar be amended accordingly;**
- e That a Sub-Committee consisting of 5 Members be appointed with delegated powers over Housing matters as set out in the attached Appendix;**
- f That a Sub-Committee consisting of 5 Members of the Executive Board be appointed with delegated powers over Safer Communities issues;**
- g That the changes to the Constitution detailed in the Appendices to the report be approved;**
- h That the above changes be reviewed by a cross party task and finish group with a view to evaluating whether other forms of decision making structures would be more effective; and**
- i That a replacement for Cllr A Stanley be appointed as Portfolio Holder for Community Life.**

34 Executive and Planning and Development Board Terms of Reference

The Assistant Chief Executive and Solicitor to the Council sought approval to changes in the terms of reference of the Executive and Planning and Development Boards.

Recommended:

That changes to the Constitution detailed in the Appendices to the report of the Assistant Chief Executive and Solicitor to the Council be approved.

35 Public Speaking at Planning and Development Board Meetings

The Assistant Chief Executive and Solicitor to the Council sought approval for a scheme to allow the public to speak on planning applications considered by the Planning and Development Board.

Recommended:

- a That the scheme for public speaking at the Planning and Development Board detailed in the Appendix to the report of the Assistant Chief Executive and Solicitor to the Council be adopted; and**
- b That the scheme be reviewed in twelve months time.**

36 Draft Core Strategy

The Assistant Chief Executive and Solicitor to the Council reported on the draft Core Strategy and provided information on the accompanying documents for public consultation.

Recommended:

- a That the Draft Core Strategy be approved for consultation;**
- b That representations be reported to the LDF Sub-Committee for their consideration;**
- c That the LDF Sub-Committee make recommendations to this Board on changes to the Draft Core Strategy, if required; and**
- d That the Draft Core Strategy be considered as a material planning consideration.**

37 A5 Strategy 2011 - 2026

The Assistant Chief Executive and Solicitor to the Council reported on the development of and consultation on a Strategy for the A5 Transport Corridor. The Board was asked to agree a suggested course of action.

Recommended:

- a That the comments from the Board on the draft strategy be fed into the consultation process; and
- b That the date of the launch of the Draft Strategy for consultation and event on Friday the 30 September 2011 be noted.

38 **Warwickshire Compact 2011**

The Assistant Director (Leisure and Community Development) reported on the production of a refreshed Warwickshire Compact and sought authority for the Leader of the Council to sign and endorse the Compact on behalf of the Borough Council.

Recommended:

- a That the principles and commitments within the revised Warwickshire Compact 2011, attached at Appendix A to the report of the Assistant Director (Leisure and Community Development), be endorsed and that the Leader of the Council be authorised to sign the Compact on behalf of the Council; and
- b That due account be taken of the Compact's principles and commitments in the preparation and implementation of Council policy and all associated strategic plans and procedures, where these may have an impact on relations with voluntary and community sector organisations.

39 **Business Rates Retention**

The Deputy Chief Executive reported that the Department of Communities and Local Government (DCLG) had issued a consultation paper together with 8 further technical papers regarding proposals for business rates retention by local authorities. He sought approval, in consultation with the Chairman of the Board and the Leader of the Conservative Group to agree a response to the consultation.

Recommended:

- a The report be noted; and
- b That authority be given to the Deputy Chief Executive, in consultation with Chairman of Board and Leader of Conservative Group to formulate the Council's response.

40 **Budgetary Control Report 2011/12 Period Ending 31 August 2011**

The Assistant Director (Finance and Human Resources) reported on the revenue expenditure and income for the period from 1 April 2011 to 31 August 2011. The 2011/2012 budget and the actual position for the period, compared with the estimate at that date, was given, together with an estimate of the out-turn position for services reporting to this Board.

Resolved:

That the report be noted.

41 **Progress Report on Achievement of Corporate Plan and Performance Indicator Targets – April 2011 to June 2011**

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 June 2011.

Resolved:

That the report be noted.

42 **The Open Public Services White Paper**

The Chief Executive informed Members of the Open Public Services White Paper, the consultation exercise currently taking place and sought authority for the Chief Executive to agree a response following consultation with leading Members.

Recommended:

That the contents of the Open Public Services White Paper be noted and the Chief Executive be authorised to respond to the consultation and to the approach from the County Council following consultation with the Leader of the Council and the Leader of the Opposition.

43 **Minutes of the meetings of the Local Development Framework Sub-Committee held on 6 July 2011 and 31 August 2011**

The minutes of the meetings of the Local Development Framework Sub-Committee held on 6 July 2011 and 31 August 2011 were received and noted.

44 **Draft National Planning Policy Framework**

The Assistant Chief Executive and Solicitor to the Council sought views on the Draft National Planning Policy Guidance which brought together Planning Policy Statements, Planning Policy Guidance Notes and some Circulars into a single consolidated document.

Recommended:

- a That the proposed changes be noted; and**
- b That the observations included in the report, together with any others received from Members, be sent in response to the consultation.**

45 Draft Plan Making Regulations

The Assistant Chief Executive and Solicitor to the Council sought views on the Government's proposed new regulations governing the process by which local councils prepare their development plan and associated documents.

Recommended:

- a That the changes being suggested are noted; and**
- b That the comments in the report of the Assistant Chief Executive and Solicitor to the Council be forwarded as the Council's response to the consultation.**

46 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.

47 Minutes of the meetings of the Special Sub-Group held on 22 August 2011 and 13 September 2011

The minutes of the meetings of the Special Sub-Group held on 22 August 2011 were received and noted.

The minutes of the meetings of the Special Sub-Group held on 13 September 2011 were received and noted and

Recommended:

That, following the trial period, the Council be recommended to make the interim Management Structure agreed in May 2010 permanent in accordance with the recommendations set out in the report, including the consequential savings and reduction in the Senior Management establishment.

M Stanley
Chairman