

AGENDA

and

MINUTES of BOARDS and COMMITTEES

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

**THE COUNCIL HOUSE
ATHERSTONE**

on

27 FEBRUARY 2013

at

6.30pm



North Warwickshire
Borough Council

Jerry Hutchinson LLB MBA Solicitor

Chief Executive

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This matter is being dealt with by

Mr D Harris

Direct Dial : (01827) 719222

Your ref :

Our ref : DH/JB C7

Date : 19 February 2013

To: All Members of the Council

Dear Sir / Madam

You are hereby summoned to attend a meeting of the Council, to be held in the Council Chamber, the Council House, South Street, Atherstone, on Wednesday 27 February 2013 at 6.30pm. Members are invited to join the Mayor for prayers led by the Reverend Tony Tooby, Vicar of Mancetter, prior to the commencement of business.

After prayer, the following business will be transacted:

- 1 Evacuation Procedure.
- 2 Apologies for absence / Members away on official Council business.
- 3 Disclosable Pecuniary and Non-Pecuniary Interests
- 4 The Mayor to move, in accordance with Standing Order No 6(1):
“That the minutes of the meetings of the Council held on 12 December 2012 and 17 January 2013 be approved as a correct record.”
- 5 To receive the Mayor’s announcements.
- 6 To answer Questions from Members and the Public pursuant to Standing Order No. 7.
- 7 To receive and consider minutes, recommendations and notes of the following meetings circulated herewith and to make the necessary Orders thereon:

/continued...

- a **Planning and Development Board** – 17 December, 14 January and 11 February 2013 (Pages 164 - 178).
 - b **Licensing Committee** – 28 January 2013 (Pages 179 - 181).
 - c **Resources Board** - 28 January 2013 (Pages 182 - 188).
 - d **Community and Environment Board** – 29 January 2013 (Pages 189 - 194).
 - e **Area Forum East** – 5 February 2013 (To follow).
 - f **Area Forum North** – 7 February 2013 (Page 195 - 196).
 - g **Executive Board** – 12 February 2013 (Pages 197 - 202).
 - h **Scrutiny Board** – 18 February 2013 (Pages 203 - 204).
- 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 12 DECEMBER 2012**

Present: Councillor L Dirveiks in the Chair.

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

Apologies for absence were received from Councillors Barber and Winter.

Before the commencement of business, the Right Reverend Dr Christopher Cocksworth, the Bishop of Coventry, led the Council in Prayer.

26 Disclosable Pecuniary and Non-Pecuniary Interests

None were declared at the meeting.

27 Minutes

The minutes of the meeting of the Council held on 26 September 2012 were approved as a correct record and signed by the Mayor.

28 Mayor's Announcements

The Mayor made the following announcements

- she reported that the sponsored swim had raised £742 and thanked all those involved;
- that the winners of the photographic competition had received their prizes at the Dickens Night and that the winning pictures had been made into a calendar;
- that a Charity Dinner was being held at the Purley Chase Centre on Friday 25 January 2013; and
- that a Music Night was being held in conjunction with the Mayor of Nuneaton and Bedworth Borough Council at Bedworth Civic Hall on Friday 8 February 2013 and that posters advertising the event were available.

29 Questions Pursuant to Standing Order No. 7

The following Question was received from Councillor Hayfield under Standing Order No. 7

“Could the Leader of the Council please tell us his views on the

potential decriminalisation of car parking in North Warwickshire?”

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

“It is too early to say as Warwickshire County Council has yet to set out its proposals for the control of on-street parking or even set a date for its possible implementation. I can give my assurance that this Council will work with the County Council to ensure that the regulation of both on-street and off-street car parking is reasonable and effective.”

The following Question was received from Mr Berry under Standing Order No. 7

“When the allotments and car park were sold for the new super market, we of Coleshill were told we would have some of the revenue to build a new leisure centre. This has now been financed by a grant so: what happens to the money that was to be spent in Coleshill, do we loose out and it’s spent else where?”

The response from Councillor Moore, Chairman of the Resources Board, was as follows

“The proceeds from the sale of the car park in Coleshill have been earmarked for the development of the proposed new leisure centre in the town. This capital receipt was not sufficient, however, to fund the proposed facility in its entirety. The Borough Council, therefore, has identified further sources of funding for the project from its own resources. In addition, the Authority will be applying for a relatively small grant from Sport England; whilst its partner, The Coleshill School, will also be applying for a grant from the Education Funding Agency. Full details are available on the Council’s website.”

30 **Minutes of Boards/Committees**

a) Planning and Development Board – 15 October and 12 November 2012

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

Resolved:

That the minutes of the meetings of the Planning and Development Board held on 15 October and 12 November 2012 be approved and adopted.

b) Licensing Committee – 22 October 2012

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

Resolved:

That the minutes of the meeting of Licensing Committee held on 22 October 2012, together with the recommendations contained therein, be approved and adopted.

c) Community and Environment Board – 22 October 2012

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

Resolved:

That the minutes of the meeting of the Community and Environment Board held on 22 October 2012, together with the recommendations contained therein, be approved and adopted.

d) Resources Board – 19 November 2012

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

Resolved:

That the minutes of the meeting of Resources Board held on 19 November 2012, together with the recommendation contained therein, be approved and adopted.

e) Area Forum (East) – 20 November 2012

It was proposed by Councillor Forwood, seconded by Councillor N Dirveiks and

Resolved:

That the notes of the meeting of Area Forum (East) held on 20 November 2012 be approved and adopted.

f) Executive Board – 26 November 2012

(i) Minute No 51- (Adoption of a Council Tax Support Scheme for 2013/14)

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

Resolved:

“That the following recommendation be added

- (d) That authority be delegated to the Assistant Chief Executive (Community Services), in consultation with the Deputy Chief Executive, to implement the agreed Council Tax Support scheme on behalf of the Council.”**

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

Resolved:

That the minutes of the meeting of Executive Board held on 26 November 2012, together with the recommendations contained therein and the addition at (i) above, be approved and adopted.

g) Area Forum (West) – 27 November 2012

It was proposed by Councillor B Moss, seconded by Councillor Lewis and

Resolved:

That the notes of the meeting of Area Forum (West) held on 27 November 2012 be approved and adopted.

h) Area Forum (North) – 29 November 2012

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

Resolved:

That the notes of the meeting of Area Forum (North) held on 29 November 2012 be approved and adopted.

i) Scrutiny Board – 3 December 2012

The minutes of the Scrutiny Board held on 3 December 2012 were circulated at the meeting. It was proposed by Councillor Pickard, seconded by Councillor Fowler and

Resolved:

That the minutes of the meeting of the Scrutiny Board held on 3 December 2012 be approved and adopted.

j) Area Forum (South) – 6 December 2012

The notes of Area Forum (South) held on 6 December 2012 were circulated at the meeting. It was proposed by Councillor Sherratt, seconded by Councillor Fowler and

Resolved:

That the notes of the meeting of Area Forum (South) held on 6 December 2012 be approved and adopted.

31 Notice of Motion Under Standing Order No. 10

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

32 The Common Seal

It was proposed by Councillor L Dirveiks, seconded by Councillor Turley 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
WEDNESDAY 17 JANUARY 2013**

Present: Councillor L Dirveiks in the Chair.

Councillors Butcher, Davis, N Dirveiks, Ferro, Forwood, Fowler, Hayfield, Holland, Humphreys, Johnston, Lewis, Moore, Morson, B Moss, M Moss, Payne, Phillips, Pickard, Sherratt, Simpson, Smith, A Stanley, M Stanley, Y Stanley, Sweet, Turley, Watkins, Winter and Wykes.

Apologies for absence were received from Councillors Lea and May.

Before the commencement of business Councillor Sweet led the Council in Prayer.

33 Disclosable Pecuniary and Non-Pecuniary Interests

None were declared at the meeting.

34 Minutes of the meeting of the Executive Board held on 17 January 2013

The minutes of the Executive Board held on 17 January 2013 were circulated at the meeting.

(i) Minute No 66 - Reduction of Council Tax Discounts for Second Homes and Long Term Empty Dwellings

It was proposed by Councillor Simpson, seconded by Councillor Hayfield by way of amendment

“That the recommendation at Minute No 66 be amended by the deletion at a iii of ‘14 days’ and its replacement with ‘6 weeks’ and the deletion of a iv.”

Upon being put to the meeting the Mayor declared the amendment to be lost.

The substantive motion as follows was then put to the meeting

“a That with effect from 1 April 2013, the following changes are made to Council Tax Discounts and Exemptions;

i the reduction of council tax discounts on second homes from 10% to 0% from day one;

ii the reduction of the council tax discount on uninhabitable dwellings (Class A) from 100% to 25% in

line with the existing 12 month period of exemption;

- iii the reduction of the council tax discount exemption period on long-term empty dwellings (Class C – empty and substantially unfurnished) from 6 months to 14 days;
- iv the charging of a 50% premium on Class C long term empty dwellings once they have been so for a continuous period of two years;
- b That the exemption status for repossessed dwellings (Class L) is removed from day one with immediate effect on the passing of enabling regulations; and
- c That a full appraisal of the changes to the Council Tax discounts and exemptions is undertaken by December 2013 with a view to recommending any necessary changes in respect of 2014/15 onwards.”

The Mayor declared the substantive motion to be carried.

(i) Minute No 69 - The Impact of Council Tax Support on Parish Councils

It was proposed by Councillor Simpson, seconded by Councillor Hayfield by way of amendment

“That the decision is deferred to be considered as part of the annual budget making process of the Council.”

Upon being put to the meeting the Mayor declared the amendment to be lost.

The substantive motion as follows was then put to the meeting

“That the grant payments to Parish Councils in 2013/14, as set out in the revised Appendix A circulated at the meeting, be approved.”

The Mayor declared the substantive motion to be carried.

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

Resolved:

That the minutes of the meeting of Executive Board held on 17 January 2013, together with the recommendations contained therein, be approved and adopted.

Chairman of the next ensuing meeting of the Council

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

17 December 2012

Present: Councillor Sweet in the Chair.

Councillors Butcher, L Dirveiks, Humphreys, Lea, May, Morson, B Moss, Phillips, Sherratt, A Stanley, Turley and Wykes

Apologies for absence were received from Councillors Barber, Watkins (substitute Councillor Wykes) and Winter (substitute Councillor Morson).

Councillor Hayfield was also in attendance and with the consent of the Chairman spoke on a number of planning applications under consideration.

47 **Disclosable Pecuniary and Non-Pecuniary Interests**

Councillors Lea, B Moss and Sweet declared an interest in Minute No 50 - Planning Applications (Application No 2012/0020 (Gun Hill Infant School, Gun Hill, Arley, Coventry, Warwickshire, CV7 8HB) by reason of being Members of the County Council's Regulatory Committee and took no part in the discussion or voting thereon. In addition Councillor Sweet vacated the Chair for the consideration of this item.

48 **Minutes**

The minutes of the meetings of the Board held on 15 October and 12 November 2012, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

49 **Budgetary Control Report 2012/2013 Period Ended 30 November 2012**

The Assistant Director (Finance and Human Resources) reported on the revenue expenditure and income for the period from 1 April 2012 to 30 November 2012. The 2012/2013 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.

50 **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:

[Councillor Phillips in the Chair]

- a **That in respect of Application No 2012/0020 (Gun Hill Infant School, Gun Hill, Arley, Coventry, Warwickshire, CV7 8HB) the Borough Council submits a holding objection to the County Council on the grounds that whilst it does not object in principle to the new School being constructed at Gun Hill, it does consider that alternative options for that new School have not been thoroughly explored with the community, in view of the substantial harm done to the Green Belt under the current proposals. Moreover the Council is concerned about the traffic and highway impacts which appear to be under-estimated, and is also very disappointed with the design and appearance of the proposed building as it lacks any recognition of local character;**

[Councillor Sweet in the Chair]

- b **That the receipt of Applications No 2010/0462 and 2011/0014 (Beech House, Market Street, Atherstone); Application No 2012/0514 (The Former Telephone Exchange, North Street, Atherstone); Applications No 2012/0515 and 012/0521(Land at Old Bank Gardens the rear of 94, 96 and 98 Long Street, Atherstone) and Application No 2012/0517 (Land at the rear of 108 Long Street, Atherstone) be noted;**
- c **That in respect of Application No 2011/0527 (31 Plough Hill Road, Chapel End, CV10 0PJ) if an appeal is lodged against Nuneaton and Bedworth Borough Council's refusal and that appeal succeeds, the application be granted subject to conditions as outlined in the October Planning Board agenda and the agenda for this meeting, with authority delegated to the Head of Development Control; but that if an appeal is not lodged or an appeal fails, the application be referred back to the Board with a fresh recommendation based on the circumstances pertaining at that time;**
- d **That Application No 2012/0220 (Plot 6(b) and Plot 10(a), Faraday Avenue, Hams Hall National Distribution Park, Coleshill, B46 1AL) be approved subject to the conditions set out in the report of the Head of Development Control;**

[Speaker Simon Smart]

- e That in respect of Application No 2012/0248 (Land to the North of, Common Lane, Corley, CV7 8AQ)**
 - i The Certificate of Lawfulness not be granted on the grounds that on the balance of probability the application has not shown that the use sought and the area sought are sufficiently distinguished from the requirements of extant Enforcement Notices relating to similar uses covering the same land; and**
 - ii Authority be given to the Solicitor to the Council to commence further legal proceedings under Section 179 of the 1990 Town and Country Planning Act, in order to uphold the requirements of the extant Enforcement Notices in respect of the ongoing illegal use of the land.**

- f That in respect of Application No 2012/0301 (Priory Farm Karting Circuit, Priory Farm, Robeys Lane, Alvecote, B78 1AR)**
 - i The application be deferred for a site visit so to enable Members to appreciate the scope of the proposal in respect of the current limits on the use, as well as view other features and the wider surroundings; and**
 - ii The Environmental Health officer be invited to attend a future meeting when this application is determined so as to enable any specific queries from Members to be answered.**

- g That consideration of Application No 2012/0348 (Whitacre Garden Centre, Tamworth Road, Nether Whitacre, Coleshill, Warwickshire, B46 2DP) be deferred and the Head of Development Control instructed to continue discussions with the applicant on the matters identified in the conclusion to his report;**

[Speakers Paul Southern and Donna Savage]

- h That Applications No 2012/0432 and 0433 (Blackgreaves Farm, Blackgreaves Lane, Lea Marston, B76 0DA) be approved subject to the conditions set out in the report of the Head of Development Control;**

- i That in respect of Applications No 2012/0432 and 0433 (Blackgreaves Farm, Blackgreaves Lane, Lea Marston, B76 0DA) the Solicitor to the Council be authorised to write to the**

owner of the building explaining the requirements of Section 9 of the Planning (Listed Building and Conservation Areas) Act 1990 and the offences that appear to have been committed. That the Solicitor to the Council also keeps a record of these offences on a file under the applicant's name and should any further offences be recorded by this applicant against Listed Buildings in the Borough, then the Council reserves the right to re-open this case;

- j That Application No 2012/0470 (Land to the Rear of 58-82 St. George's Road, Atherstone) be approved subject to the following additional condition:

“ xiv) No work shall commence on site until such time as details of the street lighting to be installed have first been submitted to and approved in writing by the Local Planning Authority. Only the approved lighting shall then be installed.”

[Speaker Robert Gisbourne]

- k That Application No 2012/0483 (Marriott Forest Of Arden Hotel And Country Club, Maxstoke Lane, CV7 7HR) be refused for the reasons set out in the report of the Head of Development Control and that enforcement proceedings are commenced with a view to removing the unauthorised signs;

[Speaker Eamon Thompson]

- l That Application No 2012/0498 (Land rear of 70 to 78 New Street, Dordon) be approved subject to the conditions set out in the report of the Head of Development Control; and
- m That Application No 2012/0530 (St Marys Church, Friars Gate, Atherstone, Warwickshire, CV9 1EZ) be approved subject to the conditions set out in the report of the Head of Development Control.

51 Public Speaking at Planning and Development Board

The Head of Development Control reported that the Board had experienced public speaking at its meetings during the past year and was asked whether it wished to continue with the procedure following the trial period.

Resolved:

- a That the Planning and Development Board considers that the opportunity to speak at its Board meetings has been successful; and

Recommendation to the Executive Board:

- b That the procedure be made permanent without any changes to the current practice.**

52 Government Consultations – Appeal Procedures and Extending Permitted Development Rights

The Head of Development Control reported that the Government had published two consultations, seeking representations. One reviewed the planning appeal process with the aim of speeding up decisions and the second proposed extending householder and other permitted development rights for a period of three years. The Board was asked to endorse a suggested response.

Resolved:

That the Council agrees with the recommendations in respect of planning appeal procedures but strongly objects to those relating to extending permitted development rights as it considers that they would have adverse permanent impacts that would outweigh any temporary benefit from their introduction.

53 HS2 – Property Compensation and Safeguarded Area

The Board was invited to comment on the consultation by the Secretary of State on the Property Compensation and the Safeguarding area.

Resolved:

That the Assistant Chief Executive and Solicitor to the Council prepares a final response in consultation with the Leader, Leader of the Opposition, Chairman of Planning & Development Board and Opposition Spokesperson, HS2 spokesperson and Opposition HS2 spokesperson to meet the consultation deadline

R Sweet
Chairman

**Planning and Development Board
17 December 2012
Additional Background Papers**

Agenda Item	Application Number	Author	Nature	Date
6/5	2012/0020	Arley Parish Council	Support	14/12/12
6/78	2012/0220	Agent	Amended plan	14/12/12
6/123	2012/0348	Tyler Parkes	Objection	14/12/12
		Coleshill Civic Society	Representation	7/12/12
		Nether Whitacre Parish Council	Representation	14/12/12
		J Naylor	Objection	12/12/12
		A Hughes	Objection	14/12/12
		M Wildash	Representation	16/12/12
6/145	2012/0432	Coleshill Civic Society	Representation	13/12/12
		Heritage Officer	Objection	7/12/12

NORTH WARWICKSHIRE BOROUGH COUNCIL

**MINUTES OF THE
PLANNING AND DEVELOPMENT BOARD**

14 January 2013

Present: Councillor Sweet in the Chair.

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

54 Disclosable Pecuniary and Non-Pecuniary Interests

None were declared at the meeting.

55 Corporate Plan 2013/14

The Chief Executive presented the updated Corporate Plan for 2013/14. The Board's approval was sought to those parts of the Corporate Plan for which the Board was responsible. Members were also asked to agree the 2013/14 Service Plans for Development Control and Forward Planning.

Recommended to the Executive Board:

- a That those Corporate Plan Targets as set out in Appendix A to the report for which the Planning and Development Board is responsible be agreed; and**

Resolved:

- b That the Service Plans for Development Control and Forward Planning as set out in Appendix B to the report be agreed.**

56 General Fund Fees and Charges 2013/14

The Board was asked to consider the fees and charges for 2012/13 and the proposed fees and charges for 2013/14.

Resolved:

That the schedule of fees and charges for 2013/14 as set out in the report, be accepted.

57 General Fund Revenue Estimates 2013/14

The Deputy Chief Executive detailed the revised budget for 2012/13 and an estimate of expenditure for 2013/14, together with forward commitments for 2014/15, 2015/16 and 2016/17.

Resolved:

- a That the revised budgets for 2012/13 be accepted; and
- b That, the Estimates of Expenditure for 2013/14, as submitted in the report of the Deputy Chief Executive be accepted, and included in the budget to be brought before the meeting of the Executive Board on 12 February 2013.

58 **Capital Programme 2013/14 to 2015/16**

The Assistant Director (Finance and Human Resources) reported on a proposal for a scheme to be included within the Council's capital programme over the next three years and the Board was asked to agree a suggested course of action.

Resolved:

That the inclusion of the new scheme identified in the report of the Assistant Director (Finance and Human Resources) within the Council's provisional three year programme be supported.

59 **Works to Trees in a Conservation Area – Abbey Green Park Polesworth**

The Assistant Director (Leisure and Community Development) reported on proposals for works to trees within Abbey Green Park, Polesworth. Polesworth Parish Council had written giving its wholehearted support for the proposals. The Board was asked to agree a suggested course of action.

Resolved:

That the proposed works to be undertaken to trees within Abbey Green Park, Polesworth be noted.

60 **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 2012/0532 (Grimscote Manor, Lichfield Road, Coleshill, Warwickshire, B46 1LH) be approved subject to the conditions specified in the report of the Head of Development Control;

- b That in respect of Grimscote Manor, Lichfield Road, Coleshill, Officers be asked to write to the Highway Authority in order to clarify access arrangements to the site; and**
- c That consideration of Application No 2012/0546 (Marston Farm Hotel, Dog Lane, Bodymoor Heath, Warwickshire, B76 9JD) be deferred for a site visit.**

61 Planning Performance and the Planning Guarantee

The Head of Development Control reported that the Government had published a consultation paper providing more detail about how it proposed to further speed up the planning process and Members were invited to endorse a suggested response.

Resolved:

That the suggested response set out in the report of the Head of Development Control be endorsed.

R Sweet
Chairman

**Planning and Development Board
14 January 2013
Additional Background Papers**

Agenda Item	Application Number	Author	Nature	Date
9	2012/0532	WCC Highways	No objection	04/01/13
9	2012/0532	EHO	No objection	03/01/13

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

11 February 2013

Present: Councillor Sweet in the Chair.

Councillors Barber, Butcher, L Dirveiks, Hayfield, Humphreys, May, B Moss, Phillips, Sherratt, A Stanley, Turley, Winter and Wykes

Apologies for absence were received from Councillors Lea (substitute Councillor Wykes), Simpson and Watkins (substitute Councillor Hayfield).

62 **Disclosable Pecuniary and Non-Pecuniary Interests**

Councillor Hayfield declared a non-pecuniary interest in Minute No. 63 Planning Applications (Application No 2012/0448 (Wagstaff Farm, Shawbury Lane, Shustoke, Coleshill, Warwickshire, B46 2SG) and took no part in discussion or voting thereon.

63 **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 provided the applicant first completes a revised Section 106 legal agreement or Deed of Modification to reflect the current application, with the Heads of Terms of the latter framed around the existing agreement and delegated to the Head of Development Control, Application No 2012/0301 (Priory Farm Karting Circuit, Priory Farm, Robeys Lane, Alvecote, B78 1AR) be approved subject to the conditions specified in the reports;**

[Speakers: Councillor Clarke and James Beauchamp]

- b **That provided a Section 106 Agreement is signed in respect of the £50k contribution as set out in the report of the Head of Development Control, Application No 2012/0347 (Birch Coppice Business Park Phase 3, Land at Hall Farm and The Beanstalk, Gypsy Lane, Birch Coppice Business Park, Dordon), be approved subject to the amendment of conditions 4 and 20 in the report to read as follows;**

“4. The development hereby approved shall not be carried out otherwise than in accordance with the plans numbered 902/30/A 11-78-08, 12371/102 and 12371/SK11A received by the Local Planning Authority on 10/7/2012. For the avoidance of doubt the details relevant to the layout of buildings shown plan number 12371/102 are not hereby approved;

“20. Each building constructed pursuant to this permission shall achieve the prevailing required standard in terms of energy efficiency at the time of its design and construction. The minimum standard shall be to deliver an Energy Performance Certificate “A-rated” building or similar”.

- c That providing the applicant first signs a Section 106 Agreement relating to the matters as outlined in the report of the Head of Development Control and subject to the satisfactory resolution of the outstanding matter concerning the proper archaeological investigation of the site, then the Council be “minded to support” the application, and that provided that there are no material implications on the detailed matters raised in the report as a consequence of archaeological investigations, Application No 2012/0350 (Birch Coppice Business Park Phase 3, Land at Hall End Farm and The Beanstalk, Gypsy Lane, Dordon) be approved subject to the amendment of conditions 4, 6 and 20 in the report to read as follows;**

“4. The development hereby approved shall not be carried out otherwise than in accordance with the plans numbered 902/31/A, 11/78/07, 12371/103 and 12371/SK11A received by the Local Planning Authority on 10/7/2012.

6. The use of the site shall be limited to those uses falling within Use Classes B1(C), B2 or B8 of the T&CP Use Classes Order 1987, as amended. The gross floor space of all buildings erected on the site shall not exceed 99,695 square metres of gross floor space.

20. Each building constructed pursuant to this permission shall achieve the prevailing required standard in terms of energy efficiency at the time of its design and construction. The minimum standard shall be to deliver an Energy Performance Certificate “A-rated” building or similar” and

That in consultation with the Chairman, Vice Chairman and Opposition spokesperson the Head of Development Control be given delegated powers to work with the applicant to explore the use of conditions as a means of resolving the outstanding archaeological issue.

- d That providing the applicant first signs a Section 106 Agreement containing the contributions as set out in the report of the Head of Development Control, Application No 2012/0348 (Whitacre Garden Centre, Tamworth Road, Nether Whitacre, Coleshill, Warwickshire, B46 2DP) be approved subject to the conditions specified in the report;

[Speaker Paul Southern]

- e That Application No 2012/0448 (Wagstaff Farm, Shawbury Lane, Shustoke, Coleshill, Warwickshire, B46 2SG) be refused for the reasons set out in the report of the Head of Development Control;

[Speaker Ben Henry]

- f That in respect of Wagstaff Farm, Shawbury Lane, Shustoke, Coleshill, Warwickshire, B46 2SG, the Assistant Chief Executive and Solicitor to the Council be authorised to serve an enforcement notice requiring the demolition of the building and removal of hardstanding to the rear of the building within 3 months, along with disposal of materials obtained from its demolition in a lawful manner;

- g That providing the applicant first signs a Section 106 Agreement as set out in the report of the Head of Development Control, Application No 2012/0602 (The Paddocks, Austrey Road, Warton, Warwickshire, B79 0HW) be approved subject to the conditions specified in the report; and

- h That on the proviso that the Environment Agency withdraw its objection, Application No: PAP/2012/0621 (Unit 8a, Innage Park, Abeles Way, Holly Lane Industrial Estate, Atherstone, CV9 2QX) be approved subject to the conditions specified in the report of the Head of Development Control.

64 External Review of Government Planning Practice Guidance

The Head of Development Control reported that Lord Taylor had undertaken a review of current Government Planning guidance and the Board was informed of the conclusions of his review.

Resolved:

That the overall conclusions of the Taylor report be noted.

65 **Changes of Use Permitted Development Rights**

The Head of Development Control reported on the Government's response to recent consultations on extending permitted development rights for proposed changes of use.

Resolved:

That the changes are noted, but that no application is made for exemption as indicated in the report of the Head of Development Control.

66 **Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April – December 2012**

The Board was informed of progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Planning and Development Board for April 2012 – December 2012.

Resolved:

That the report be noted.

R Sweet
Chairman

Planning and Development Board

11 February 2013 Additional Background Papers

Agenda Item	Application Number	Author	Nature	Date
4/5	2012/0301	G Cottrell	Objection	7/2/13
4/40	2012/0347 and 2012/350	Head of Development Control	Addendum	11/2/13
4/98	2012/0348	Nether Whitacre Parish Council Martyn Bramwich Associates Mr Edwards Warwickshire Council Council	Representation Representation Representation Consultation	4/2/13 7/2/13 4/2/13 11/2/13
4/181	2012/0621	Warwickshire County Council Highways Environment Agency	Consultation Consultation	1/2/13 5/2/13

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE LICENSING COMMITTEE

28 January 2013

Present: Councillor Morson in the Chair

Councillors Butcher, Forwood, Holland, Lewis,
M Moss, Payne, Pickard, Sherratt, Y Stanley, Watkins and Wykes.

Apologies for absence were received from Councillors Davis, Freer and A Stanley.

14 **Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

15 **Minutes**

The minutes of the meeting of the Committee held on 22 October 2012, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

16 **Service Plan for the Licensing Section**

The Assistant Chief Executive and Solicitor to the Council sought approval to the 2013/14 Service Plan for the Licensing Section.

Resolved:

That the Service Plan as set out in the Appendix to the report of the Assistant Chief Executive and Solicitor to the Council be agreed.

17 **General Fund Fees and Charges 2013/2014**

The Committee was asked to consider the fees and charges for 2012/13 and the proposed fees and charges for 2013/14.

Resolved:

That the schedule of fees and charges for 2013/14 as set out in the report of the Assistant Chief Executive and Solicitor to the Council, be accepted.

18 **General Fund Revenue Estimates 2013/14**

The Deputy Chief Executive reported on the revised budget for 2012/13 and an estimate of expenditure for 2013/14, together with forward commitments for 2014/15, 2015/16 and 2016/17.

Resolved:

- a That the revised budget for 2012/13, be accepted; and**

Recommendation to Executive Board:

- b That the Estimates of Expenditure for 2013//14 as submitted in the report of the Deputy Chief Executive be accepted, and included in the budget to be brought before the meeting of the Executive Board on 12 February 2013.**

19 Licensing Act 2003 – Proposals to Deregulate Schedule One

The Assistant Chief Executive and Solicitor to the Council informed Members about the Governments proposals to deregulate Schedule One of the Licensing Act 2003 dealing with the provision of regulated entertainment.

Resolved:

- a That the report be noted; and**
- b That the Committee be provided with further detail when available.**

20 Consultation on delivering the Government’s policies to cut alcohol fuelled crime and anti-social behaviour

The Assistant Chief Executive and Solicitor to the Council sought Members views on the Government’s consultation on key issues in their alcohol strategy published in March 2012.

Resolved:

- a That the consultation papers be noted; and**
- b That the views of the Committee on the proposals be forwarded to the Home Office as the Council’s response to the consultation paper.**

21 Animal Boarding Establishments Act 1963 – Adoption of Conditions in respect of dog day care

The Assistant Chief Executive and Solicitor to the Council asked the Committee to consider adopting standard conditions in respect of the grant of licences under the Animal Boarding Establishments Act 1963 for establishments offering dog day care. The Committee were also asked to consider making a minor amendment to the existing conditions for conventional animal boarding establishments.

Resolved:

- a That conditions relating to the granting of licences for dog day care as set out in Appendix A to the report of the Assistant Chief Executive and Solicitor be adopted; and**
- b That kennel cough be added to the list of immunisations required by the existing animal boarding conditions.**

P Morson
Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE RESOURCES BOARD

28 January 2013

Present: Councillor Moore in the Chair

Councillors N Dirveiks, Humphreys, Johnston, Smith, Morson, Watkins and Winter.

An apology for absence was received from Councillor Davis (Substitute Councillor Humphreys).

Councillors Payne and Pickard were also in attendance. With the consent of the Chairman, Councillor Pickard spoke on Minute No 81, The Arcade.

62 **Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

63 **Minutes of the Resources Board held on 19 November 2012**

The minutes of the meeting of the Board held on 19 November 2012, copies having previously been circulated, were approved as a correct record and signed by the Chairman.

64 **Corporate Plan 2013-14**

The Board's approval was sought for the Corporate Plan Key Actions for which the Board was responsible. Members were also asked to agree the 2013-14 Service Plans for the Finance and Human Resources, Community Services and Corporate Services Divisions and the Internal Audit Service.

Recommendation to the Executive Board:

- a That those Corporate Plan Key Actions, as set out in Appendix A to the report of the Chief Executive, for which the Resources Board is responsible be agreed;**

Resolved:

- b That those elements of the Service Plans that are the responsibility of the Resources Board, as set out in Appendix B to the report of the Chief Executive, be agreed.**

65 **Appointment of Waste and Transport Manager**

The Assistant Chief Executive (Community Services) sought consideration for the creation of a new post of Waste and Transport Manager to cover two work areas of Refuse and Recycling and Transport. This new post follows changes to the partnership arrangements with Nuneaton and Bedworth Borough Council.

Resolved:

That subject to formal job evaluation and approval by Resources Board and Special Sub Group, the creation of the post of Waste and Transport Manager within the Streetscape Division, be approved.

66 **Parking Places Order 2013**

The Assistant Director (Streetscape) asked Members to approve a revised Parking Places Order and associated Schedules covering all the Borough Council owned and operated off-street car parks.

Resolved:

- a **That the maximum waiting times at Church Hill and Parkfield Road, Colehill, be extended to 14 hours; and**
- b **That subject to the amendment, the revised Parking Places Order 2013 and associated Schedules, as set out in the report of the Assistant Director (Streetscape), be approved.**

67 **General Fund Fees and Charges 2013/2014**

The Assistant Chief Executive and Solicitor to the Council, Assistant Director (Streetscape), Assistant Chief Executive (Community Services), Assistant Director (Housing), and Assistant Director (Finance and Human Resources) reported on the fees and charges for 2012/13 and the proposed fees and charges for 2013/2014.

Resolved:

That the schedule of fees and charges for 2013/2014, set out in the report of the Assistant Chief Executive and Solicitor to the Council, Assistant Director (Streetscape), Assistant Chief Executive (Community Services), Assistant Director (Housing) and Assistant Director (Finance and Human Resources) be agreed.

68 General Fund Revenue Estimates 2012/13 – Services Recharged Across All Boards

The Deputy Chief Executive reported on the revised budget for 2012/13 and gave an estimate of expenditure for 2013/14, together with forward commitments for 2014/15, 2015/16 and 2016/17 for those services recharged across all Boards.

Resolved:

- a That the revised budget for 2012/13 be accepted; and**

Recommendation to Executive Board:

- b That the Estimates of Expenditure for 2013/2014, as submitted in the report of the Deputy Chief Executive, be included in the budget to be brought before the meeting of the Board on 12 February 2013.**

69 General Fund Revenue Estimates 2013/14 – Services Remaining Within the Board

The Deputy Chief Executive reported on the revised budget for 2012/13 and gave an estimate of expenditure for 2013/2014, together with forward commitments for 2014/2015, 2015/2016 and 2016/2017 for those services remaining within the Board.

Resolved:

- a That the revised budget for 2012/13 be accepted; and**

Recommendation to Executive Board:

- b That the Estimates of Expenditure for 2013/2014, as submitted in the report of the Deputy Chief Executive, be included in the budget to be brought before the meeting of the Board on 12 February 2013.**

70 General Fund Revenue Estimates 2013/2014 – Summary

Summary

The Deputy Chief Executive reported on the revised budget for 2012/13 and gave an estimate of expenditure for 2013/14, together with forward commitments for 2014/15, 2015/16 and 2016/2017.

Recommendation to Executive Board:

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

- a The revised budget for 2012/13; and**
- b The schedule of expenditure requirements totalling £8,609,870 for 2013/2014.**

71 Housing Revenue Account Estimates 2012/13 and Rent Review

The Deputy Chief Executive reported on the revised budget for 2012/13 and gave an estimate of expenditure for 2013/14, together with forward commitments for 2014/15, 2015/16 and 2016/17.

Resolved:

- a That the revised estimates for 2012/13 be accepted;**
- b That rent increases, calculated on the basis that the Council will continue to move properties towards their individual target rents, be adopted;**
- c That the proposed fees and charges for 2013/14 as set out in Appendix E to the report of the Deputy Chief Executive, be approved;**
- d That the service charges for the cleaning of communal areas, as detailed in Appendix F to the report of the Deputy Chief Executive, be approved from April 2013;**
- e That the service charges for window cleaning, as detailed in Appendix G to the report of the Deputy Chief Executive, be approved from April 2013; and**
- f That the Estimates of Expenditure for 2013/14, as submitted, be approved.**

72 Capital Programme Bids 2013/14 to 2015/16

The Assistant Director (Finance and Human Resources) identified proposals for schemes to be included within the Council's capital programme over the next three years.

Resolved:

- a That the schemes previously approved within the Council's three-year capital programme be supported;**

- b That the inclusion of the new scheme within the Council's provisional three year capital programme be supported; and**
- c That the schemes which will not be included within the capital programme be noted.**

73 Treasury Management Update - Quarter 3 2012/13

The Deputy Chief Executive detailed the Treasury Management activity during the first nine months of 2012/13.

Resolved:

That the Treasury Management Update Report for the first nine months of 2012/13 be noted.

74 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April – December 2012

The Chief Executive and 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 to December 2012.

Resolved:

That the report be noted.

75 Treasury Management Strategy Statement, Minimum Revenue Provision Policy Statement and Annual Investment Strategy for 2013/14

The Deputy Chief Executive outlined the Treasury Management Strategy, Minimum Revenue Provision Policy Statement and Investment Strategy for 2013/14.

Resolved:

That the proposed strategies for 2013/14 be approved.

76 Minutes of the Housing Sub-Committee held on 8 October 2012 and 21 November 2012

The minutes of the Housing Sub-Committee held on 8 October 2012 and 21 November 2012 were received and noted.

77 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.

78 Request to have a Licence Over Land

The Assistant Director (Housing) informed the Board about a request for a licence of a Council garage site in Shustoke.

Resolved:

That the request to have a licence to cross the Council's garage site off The Green, Shustoke, as set out in the report of the Assistant Director (Housing) be agreed.

79 Request to Purchase Land

The Assistant Director (Housing) informed the Board about a request to purchase some land on the Coventry Road, Fillongley

Recommendation to the Council:

- a That the request to purchase land in Fillongley, in accordance with the terms set out by the Council's Valuer at 4.3 of the report of the Assistant Director (Housing), be agreed; and**
- b That the land in Fillongley, shown at Appendix A to the report of the Assistant Director (Housing), be declared surplus to the Council's requirements.**

80 Request to Purchase Land

The Assistant Director (Housing) informed the Board about a request to purchase some land on Willow Walk, Old Arley.

Recommendation to the Council:

- a That the request to purchase land in Old Arley, in accordance with the terms set out by the Council's Valuer at 4.3 of the report of the Assistant Director (Housing), be agreed; and**
- b That the land in Old Arley, shown at Appendix A to the report of the Assistant Director (Housing), be declared surplus to the Council's requirement.**

81 **The Arcade**

The Assistant Director (Streetscape) updated Members on discussions and correspondence with Atherstone Town Council around the conditions of sale of The Arcade and the problems which have been encountered.

Resolved:

- a That the offer made to Atherstone Town Council to sell The Arcade, Long Street, Atherstone, at a discounted rate as set out in the report of the Assistant Director (Streetscape) be withdrawn;**
- b That The Arcade, Long Street, Atherstone, be placed for sale on the open market; and**
- c That the Assistant Director (Streetscape) notify Atherstone Town Council of the decision of the Board to place The Arcade on the open market and request any comments within fourteen days.**

J Moore
Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE COMMUNITY AND ENVIRONMENT BOARD

29 January 2013

Present: Councillor Phillips in the Chair

Councillors Ferro, Freer, Humphreys, Lewis, B Moss, M Moss, Payne and Wykes.

Also in attendance were Councillors Fowler and Smith.

34 **Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

35 **Minutes of the Meeting of the Board held on 22 October 2012**

The minutes of the meeting held on 22 October 2012, copies having been previously circulated were approved as a correct record and signed by the Chairman.

36 **Corporate Plan 2013-14**

The Board's approval was sought for the Corporate Plan Key Actions for which it was responsible and to agree the 2013-14 Service Plans for the Leisure and Community Development, Streetscape and Environmental Divisions.

Recommendation to Executive Board:

- a That those Corporate Plan Key Actions as set out in Appendix A to the report of the Chief Executive for which the Community and Environment Board was responsible be agreed; and**

Resolved:

- b That the Service Plans as set out in Appendix B to the report of the Chief Executive be approved**

37 **General Fund Fees and Charges 2013/2014**

The Board was asked to consider the fees and charges for 2012/13 and the proposed fees and charges for 2013/14.

Resolved:

That the schedule of fees and charges for 2013/14, as set out in the report, be accepted.

38 Leisure and Community Development Division – Proposed 2013/14 Revenue Savings

The Assistant Director (Leisure and Community Development) identified potential areas for revenue budget savings within the Leisure and Community Development Division for inclusion in the 2013/14 revenue estimates.

Resolved:

That the proposed budget savings within the Leisure and Community Development Division be included in the 2013/14 revenue estimates.

39 General Fund Revenue Estimates 2013/14

The Deputy Chief Executive presented the revised budget for 2012/13 and an estimate of expenditure for 2013/14, together with forward commitments for 2014/15, 2015/16 and 2016/17.

Resolved:

a That the revised budget for 2012/13 be accepted; and

Recommendation to Executive Board:

b That the Estimates of Expenditure for 2013/14, as submitted in the report of the Deputy Chief Executive, be amended to include the additional savings proposed by the Assistant Director (Leisure and Community Development), be included in the budget to be brought before the meeting of the Board on 12 February 2013.

40 Capital Programme 2013/14 to 2015/16

The Assistant Director (Finance and Human Resources) detailed proposals for schemes to be included within the Council's capital programme over the next three years.

Resolved:

a That the Board supports the scheme previously approved within the Council's three-year capital programme;

- b That the Board supports the inclusion of the proposed new schemes within the Council's provisional three year programme; and**
- c That the schemes which will not be included within the capital programme, be noted.**

41 Revocation of the Council's Air Quality Management Area

The Assistant Chief Executive and Solicitor to the Council updated the Board on the issue of air quality in the Borough and the work that had taken place in and around the Air Quality Management Area to the South of Coleshill. Members approval was sought for the Air Quality Management Area to be officially revoked.

Resolved:

- a That the Air Quality Management Area to the south of Coleshill, be revoked;**
- b That the Revocation Order come into effect on 1 February 2013; and**
- c That the common seal of the Council is affixed to the Order.**

42 Works to Trees in a Conservation Area - Atherstone

The Assistant Director (Leisure and Community Development) sought approval for the proposed works to trees within the Atherstone Conservation Area further to consideration of the matter by the Planning and Development Board.

The report highlighted a concern raised by the Planning and Development Board and proposed that a future review be undertaken in respect of tree management within the Atherstone CCTV surveillance area.

Resolved:

- a That the proposals for tree works as set out in the report of the Assistant Director (Leisure and Community Development), be approved; and**
- b That a review be undertaken to assess whether there is any conflict between the operation of the Atherstone CCTV system and good arboricultural practice, with a view to formulating a strategy for the future management of the trees.**

43 Allotments Development Programme – Leases, Rent and Legal Designations

The Assistant Director (Leisure and Community Development) sought approval for proposed new lease and rent arrangements for the Authority's allotment sites and proposed formal recognition of the legal status of six statutory sites.

The Board was informed of a proposal for a seventh, temporary site to be transferred from the Housing Revenue Account to the General Fund, in order that it can be given the same status and level of protection as the other sites within the Authority's ownership.

Resolved:

- a That the proposed introduction of a revised standard lease for all of the Authority's allotment sites, with effect from 1 April 2013 and as set out in Appendix B of the report of the Assistant Director (Leisure and Community Development), be approved;**
- b That any further revisions necessary to the proposed standard lease prior to its introduction from 1 April 2013 be made only subject to the approval of the Chairman and Vice-Chairman of the Board;**
- c That the changes to the rental charges proposed to be implemented from 1 April 2013, as set out in Appendix C to the report of the Assistant Director (Leisure and Community Development), be approved;**
- d That the statutory status of six sites, as listed in section 5 of the report of the Assistant Director (Leisure and Community Development), be formally acknowledged and published; and**

Recommendation to Resources Board:

- e That the Board considers the transfer of land at Waverton Avenue in Warton from the Housing Revenue Account to the General Fund, in order that the use of the land for allotments can be protected in the future.**

44 Kerbside Recycling Contract

The Assistant Director (Streetscape) summarised the progress to date on the tendering of the new kerbside recycling contract, updated Members on the procurement and implementation timetable and recommended a process for the evaluation of the submitted tenders and subsequent contract award.

Resolved:

- a That the work undertaken to date and the proposed procurement timetable, be noted; and
- b That, in consultation with the Chairman and Vice-Chairman authority be delegated to the Assistant Director (Streetscape) to award the Contract to the most economically advantageous tenderer.

45 **Appointment of Waste and Transport Manager**

Members were asked to consider the creation of a new post of Waste and Transport Manager to cover the two important work areas of Refuse and Recycling and Transport following changes to the partnership arrangements with Nuneaton and Bedworth Borough Council.

Resolved:

That subject to formal job evaluation and approval by Resources Board and Special Sub Group, the creation of the post of Waste and Transport Manager within the Streetscape Division, be approved.

46 **Prosecutions Taken By the Environmental Health Division 2012**

The Assistant Chief Executive and Solicitor to the Council reported details of those prosecutions taken by the Environmental Health Division during the calendar year 2012.

Resolved:

That the report be noted.

47 **Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April – September 2012**

The Board were informed of progress with the achievement of the Corporate Plan and Performance Indicator targets relevant to the Community and Environment Board for April 2012 – September 2012.

Resolved:

That the report be noted.

48 **Proposed Replacement of Indoor Leisure Facilities in Coleshill**

The Assistant Director (Leisure and Community Development) updated the Board on progress in respect of the proposed development of new indoor leisure facilities at The Coleshill School.

Resolved:

That the report be noted.

49 **Minutes of the BOB Hub Task and Finish Group meeting held on 7 November 2012.**

The minutes of the BOB Hub Task and Finish Group meeting held on 7 November 2012 were received and noted.

H Phillips
Chairman

Note of the Area Forum North Meeting held at Shuttington and Alvecote Village Hall on Thursday, 7 February 2013

Present:

Councillor Morson in the Chair. Councillors Butcher, May, Moore, Sweet and Winter.

In Attendance:

R Beggs and E Humphreys – North Warwickshire Borough Council, N Darwen and J Giblin – Warwickshire County Council, PC Jackson, PCSO Hodson – Warwickshire Police, I Bates – Grendon Parish Council, A Arnold, L Ferguson and G Taylor – Baddesley Ensor Parish Council, D Waithman – Newton Regis, Seckington and No Mans Heath Parish Council, R Critchley – Polesworth Parish Council, D Hanratty and B Whitmore – Dordon Parish Council, S Hanratty – Dordon Resident, Beryl and Brian Grix and S Orton – Austrey Residents, S Exley – Polesworth Resident, D and J Tattersall – Alvecote Residents, G Bullivant – Austrey Parish Council

Apologies:

Apologies for absence were received from A Stanley, M Stanley, Y Stanley and A Simmons.

1 Safer Neighbourhoods

As part of the Safer Neighbourhoods Update the following three priorities were agreed:-

- Nuisance youths in Baddesley.
- Nuisance youths around Doctors Surgery/Library in Polesworth.
- Parking on Long Street/Browns Lane, Dordon.

2 Police Update

Councillor Morson provided a brief police update.

3 Matters Arising/"You Said We Did"

Nick Darwen advised the Forum that Warwickshire County Council has made available up to £400k for business community groups to run projects aimed at increasing the footfall in town centres and market towns as a part of its Going for Growth agenda. Towns in North Warwickshire that can benefit from this fund are: Polesworth, Atherstone, & Coleshill.

4 Financial Inclusion, Debt and Loan Sharks

Sally Roberts, North Warwickshire Borough Council, provided a comprehensive presentation on the above. A copy of Sally's presentation is available on North Warwickshire Borough Council's website.

5 "Have Your Say" - Public Questions, Parish Issues and Any Other Business

An update on the Borough Council's response to Phase 2 of the High Speed Rail Link was requested. Copies of the plans were available for members of the forum to inspect and a briefing note had been prepared for circulation at the meeting. In summary, the briefing note gave details of the route of Phase 2, the impact on the Borough and the Action Groups and Community Forums that have been arranged. Councillor Morson also advised the Forum of details of two meetings where the plans for Phase 2 will be on display:

- 19 March 2013 from 4pm – 8pm, Kingsbury Methodist Church
- 21 March 2013 from 4pm – 8pm, Tithe Barn, Polesworth

5 **Date and Venue of Next Meeting**
Thursday, 6 June 2013 at Birchwood Primary School.

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE EXECUTIVE BOARD

12 February 2013

Present: Councillor M Stanley in the Chair

Councillors Fowler, Hayfield, Humphreys, Moore, Morson, Phillips, Smith and Sweet

An apology for absence was received from Councillor Simpson.

Councillor Lewis was also in attendance.

70 **Disclosable Pecuniary and Non-Pecuniary Interests.**

None were declared at the meeting.

71 **Minutes of the meetings of the Board held on 26 November 2012 and 17 January 2013.**

The minutes of the meetings of the Board held on 26 November 2012 and 17 January 2013, copies having been circulated, were approved as a correct record and signed by the Chairman.

72 **External Audit Plan 2012/13**

The Deputy Chief Executive reported on the External Auditors' plan for their work related to the 2012/13 financial year. Alison Breadon from PricewaterhouseCoopers was in attendance.

Recommended:

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

73 **Corporate Plan 2013/14**

The Chief Executive presented the Corporate Plan for 2013/14. Members were also asked to agree the 2013/14 Forward Work Plan for the Assistant Chief Executive and Solicitor to the Council.

Recommended:

- a **That, with the amendment referred from the Housing Sub-Committee, the Corporate Plan, as set out in Appendix A to the report, be agreed, subject to any further amendments which may be needed as a result of the adoption of the 2012-13 budget;**

- b That this Council's nomination for 2013/2014 for representation on Warwickshire Health and Wellbeing Board be Councillor Pickard;**
- c That the Chief Executive be given delegated authority to finalise the format of the Plan; and**
- d That the Service Plan for the Assistant Chief Executive & Solicitor to the Council, as set out in Appendix B to the report, be agreed.**

Resolved:

- e That following a request for a financial contribution from the LEP the action of the Leader of the Council in requiring a proper business case to be put forward before a contribution is made be endorsed.**

74 The Capital Strategy

The Assistant Director (Finance and Human Resources) presented an update on the Capital Strategy and the Board was asked to agree the suggested course of action.

Recommended:

That the Capital Strategy, attached as Appendix A to the report of the Assistant Director (Finance and Human Resources), be approved.

75 The Proposed 3 Year Capital Programme

Management Team put forward proposals for the Three Year Capital Programme and outlined the availability of capital resources.

Resolved:

- a That the Revised Capital Programme for 2012/13 as set out in Appendix A, be adopted;**
- b That the 3 Year Capital Programme for the period 2013/14 to 2015/16 as set out in Appendix B, be adopted; and**

Recommended:

- c That the prudential indicators set out in the revised version of Appendix F, be approved.**

76 General Fund Fees and Charges 2013 – 2014

The Assistant Chief Executive and Solicitor to the Council reported on proposed fees and charges for 2013/14 and the Board was asked to agree a suggested course of action.

Recommended

That the schedule of fees and charges for 2013/14, set out in the report of the Assistant Chief Executive and Solicitor to the Council, be accepted.

77 General Fund Revenue Estimates 2013 – 2014

The Deputy Chief Executive reported on the revised budget for 2012/13 and an estimate of expenditure for 2013/14, together with forward commitments for 2014/15 and 2015/16.

Recommended:

- a That the revised budget for 2012/13 be accepted; and**
- b That the Estimates of Expenditure for 2013/14, as submitted, be included in the budget to be brought before the meeting for consideration under Minute No. 78.**

78 General Fund Revenue Estimates 2013 – 2014 and Setting the Council Tax 2013 – 2014

The Deputy Chief Executive set out the proposed General Fund Revenue Estimate for 2013/14, and the options available when setting the 2013/14 Council Tax for the Borough in the context of the Authority's Revenue Support Grant settlement, and the effect on General Fund balances.

Recommended:

- a That the savings of £902,600 shown in Appendix G to the report be approved;**
- b That the revised estimate for the year 2012/13 and the revenue estimates for 2013/14 be approved;**
- c That the preferred Council Tax option for 2013/14 be 0% ;**
- d That the Deputy Chief Executive's comments on the minimum acceptable level of general reserves be noted;**

- e That the manpower estimates for the year 2013/14 be approved; and
- f That a Council Tax resolution be prepared for consideration by the Council, using the recommendations agreed by this Board.

79 **Update on Outreach Proposals – B.O.B. Hubs and the B.O.B. Mobile Service**

The Assistant Chief Executive (Community Services) presented an update on the outreach proposals across North Warwickshire and the Board was asked to agree a suggested course of action.

Recommended:

- a That the progress made with regard to the roll out of B.O.B Hubs across the Borough be noted;
- b That the budget used to fund the current operation of the B.O.B mobile bus and B.O.B. hubs be used in a different way to ensure the best use of resources and value for money with immediate effect; and
- c That the extension of the temporary contract of the B.O.B Community Hub Support Officer to 30 June 2014 at which time a further review of the need for this post will be undertaken, be approved.

80 **HS2 Exceptional Hardship Scheme**

The Assistant Chief Executive and Solicitor to the Council sought delegated power to prepare a response to the Government's consultation on an Exceptional Hardship Scheme announced as part of Phase 2 of HS2.

Recommended:

That the Assistant Chief Executive and Solicitor to the Council prepares a final response in consultation with the Leader, Leader of the Opposition, Chairman of Planning and Development Board and Opposition Spokesperson, HS2 Spokesperson and Opposition HS2 Spokesperson to meet the consultation deadline.

81 **Local Development Scheme 2013**

The Assistant Chief Executive and Solicitor to the Council sought approval for the revised Local Development Scheme.

Recommended:

That the Local Development Scheme be approved.

82 Community Governance Review – Parish of Middleton

The Board was invited to consider the second stage of the Community Governance Review for Middleton and confirm the Council's final decision.

Recommended:

That the final recommendation not to increase the number of Parish Councillors for the Parish of Middleton be endorsed and the Chief Executive be authorised to give notice of the decision accordingly.

83 Approach to Shared Services

The Chief Executive reported on the Council's current position on Shared Services and recommended an approach for evaluating prospective future collaborations.

Recommended:

That the approach to evaluating joint service projects, as set out at Appendix A to the report of the Chief Executive, be adopted.

84 Progress Report on Achievement of Corporate Plan and Performance Indicator Targets April 2012 – December 2012.

The Chief Executive and the Deputy Chief Executive informed Members of the actual performance and achievement against the Corporate Plan and Performance Indicator targets relevant to the Executive Board for April to December 2012.

Resolved:

That the report be noted.

85 Minutes of the meeting of the Safer Communities Sub-Committee held on 26 January 2012

The minutes of the meeting of the Safer Communities Sub-Committee held on 26 January 2012 were received and noted.

86 **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.

87 **Minutes of the meeting of the Special Sub-Group held on 28 January 2013**

The minutes of the meeting of the Special Sub-Group held on 28 January 2013 were received and noted.

M Stanley
Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE SCRUTINY BOARD

18 February 2013

Present: Councillor Pickard in the Chair

Councillors Barber, Butcher, Forwood, Fowler, Fox, Freer, Humphreys, Lewis, May, M Moss, Phillips, Smith, Y Stanley and Turley.

Apologies for absence were received from Councillors Davis (Smith as substitute), N Dirveiks (Phillips as substitute) and Johnston (Humphreys as substitute).

22 **Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

23 **Minutes**

The minutes of the meetings held on 3 December 2012, a copy having been previously circulated, were approved as a correct record and signed by the Chairman.

24 **Trade Waste Service**

The Assistant Chief Executive and Solicitor to the Council informed Members about the Council's trade waste service.

Resolved:

- a That the report be noted;**
- b That the Refuse and Recycling Task and Finish Group be asked to look at the financial viability and operation of the Trade Waste Service; and**
- c That the Scrutiny Board receive the findings of the Task and Finish Group once the review has been completed.**

25 **Officer and Members Training**

The Assistant Chief Executive and Solicitor to the Council informed Members about how Officer and member training was organized within the Council.

Resolved:

That the report be noted.

26 Corporate Plan 2013/14

The Assistant Chief Executive and Solicitor to the Council reported on the Corporate Plan Key Actions for 2013/14.

Resolved:

That the report be noted.

27 Health Scrutiny Update

The Chairman of the Board gave a verbal update on Health Scrutiny.

28 Future Scrutiny Projects

The Assistant Chief Executive and Solicitor to the Council sought Members' views on future topics for the Scrutiny Board.

Resolved:

- a That a presentation on the checks carried out to food premises by the Council's Food Section be brought to a future meeting of the Board;**
- b That a report be brought to the Board on the new Welfare Reforms in respect of Housing under occupancy; and**
- c That a presentation on the role of Human Resources be brought to a future meeting of the Board.**

D Pickard
Chairman