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HAMBLETON
DISTRICT COUNCIL

AGENDA

Committee Administrator: Louise Hancock (01609 767015)

Friday, 2 May 2014

Dear Councillor

NOTICE OF MEETING

Meeting **COUNCIL**
Date **Tuesday, 13 May 2014**
Time **2.00 pm**
Venue **Council Chamber, Civic Centre, Stone Cross, Northallerton**

Yours sincerely

P. Morton.

Phillip Morton
Chief Executive

To: All Members of Hambleton District Council

Would all Members please note that there is to be a presentation on the new Council Structures and introduction of the Heads of Service at 1.00pm in the Council Chamber

AGENDA

Page No

1. MINUTES
To confirm the minutes of the meeting held on 8 April 2014 (C.35 - C.39), attached. 1 - 4
2. APOLOGIES FOR ABSENCE
3. ANNOUNCEMENTS BY THE CHAIRMAN OR CHIEF EXECUTIVE
4. STATEMENT OF THE LEADER AND REFERRALS FROM CABINET 5 - 6

<u>Date of Meeting</u>	<u>Minute Nos</u>
15 April 2014	CA.104 to CA.105
5. QUESTION TIME
None received.
6. NOTICES OF MOTION
None received.
7. MINUTES FOR INFORMATION 7 - 14

<u>Committee</u>	<u>Date</u>
Cabinet	15 April 2014
Planning	1 May 2014 (to follow)
Standards Hearings Panel	22 April 2014 8 May 2014 (to follow)

Agenda Item 1

Minutes of the meeting of the HAMBLETON
DISTRICT COUNCIL held at 2.00pm on
Tuesday 8 April 2014 at the Civic Centre,
Stone Cross, Northallerton

Present

Councillor R A Baker (In the Chair)

Councillor	D E Adamson	Councillor	J Noone
	P Bardon		Mrs C Patmore
	A W Barker		B Phillips
	D M Blades		M J Prest
	Mrs C S Cookman		M Rigby
	S P Dickins		A Robinson
	G W Ellis		M S Robson
	Mrs B S Fortune		C R Rooke
	Mrs F M Greenwell		Mrs I Sanderson
	B Griffiths		Mrs S A Shepherd
	Mrs J A Griffiths		D H Smith
	A W Hall		J N Smith
	K G Hardisty		P G Sowray
	J D Hugill		T Swales
	G J Key		A P Wake
	R Kirk		Mrs J Watson
	N A Knapton		D A Webster
	C A Les		P R Wilkinson

(Apologies for absence were received from Councillors K Billings, J Coulson, G W Dadd R W Hudson, Mrs M Skilbeck and A W Wood)

C.35 **MINUTES**

THE DECISION:

That the minutes of the meeting held on 18 February 2014 (C.25 - C.34), previously circulated, be signed as a correct record.

C.36 **ANNOUNCEMENTS BY THE CHAIRMAN OR THE CHIEF EXECUTIVE**

The Chairman announced that Councillor Mrs Fortune had raised a sum of £350 by taking part in the sleep out in Northallerton in support of SASH. Councillor Mrs Fortune wished to thank all those who had supported her.

C.37 **STATEMENT FROM THE LEADER AND REFERRALS FROM CABINET**

The Leader made a statement to the Council on the following matters:-

- Hambleton Economic Study;
- Local Enterprise Partnership Application;
- Living Wage; and
- Management Restructure.

A question was asked in relation to the introduction of the Hambleton Living Wage and clarification of the figure was sought. The Leader undertook to provide the exact figure to Members.

The Leader moved Cabinet minutes CA.90, CA.91, CA.93 and CA.94 and proposed amendments to minutes CA.92 and CA.95.

THE DECISION:

- (1) That the reports, resolutions and recommendations of the following meeting of the Cabinet be received, approved and adopted:-

<u>Body</u>	<u>Date of Meeting</u>	<u>Minute Nos</u>
Cabinet	18 March 2014	CA.90, CA.91, CA.93 and CA.94

- (2) It was moved by Councillor M S Robson and seconded by Councillor P R Wilkinson that Minute CA.92 be amended to read:-

“That Cabinet approves and recommends to Council the Local Development Scheme for publication and that the scheme takes effect from 8 April 2014.”

- (3) It was moved by Councillor M S Robson and seconded by Councillor P R Wilkinson that Minute CA.95 be amended as follows:-

Recommendation (4) be deleted and recommendation (3) be amended to read:- “... and that Justin Ives be confirmed in that role.”

Following a vote the motion was declared carried.

C.38

CABINET PORTFOLIO HOLDER STATEMENTS

- (a) Councillor P R Wilkinson, Portfolio Holder for Support Services and Economic Development made a statement regarding the Council's finances and ongoing projects regarding Economic Development. Councillor Wilkinson reported that the Council's balances were in a strong and robust position and that there would a presentation for Members in September introducing simplified accounts along with the year-end budget, 10 year financial strategy and IT. He further reported that it was envisaged that the accounts would be complete by June 2014.

Councillor Wilkinson reported that the draft GBA Study would be the subject of a presentation to Members on 15 April 2014 and all Members were encouraged to attend. A further report on the Gateway Car Park would be submitted to Cabinet at the next meeting on 15 April 2014 and that a study on Dalton Industrial Estate had been commissioned. A report on the Wensleydale Railway would be submitted to a meeting of Cabinet on 6 May 2014. It was hoped that a decision from Central Government regarding the LEP for the North Northallerton project would be received by mid-July. In relation to managing workspace occupancy, it was reported that a further 25 car parking spaces had been provided at Evolution. It was confirmed that the spaces had been rented for a 2 year period.

- (b) Councillor Mrs S Shepherd, Portfolio Holder for Leisure and Health made a statement regarding the Community Awards that had been held on the evening of 27 March 2014 and reported that this had been a very successful event. Council wished to commend the officers involved in organising this event. The Thirsk and Stokesley Leisure Centres had been officially re-opened and the Tour de France 100 days to go event had been held on 29 March in Northallerton.
- (c) Councillor N Knapton, Portfolio Holder for Customer Services and Asset Management made a statement regarding the second phase of the replacement of the cobbles within Thirsk Market Place which would involve temporarily relocating the taxi rank. Councillor Knapton reported that the part-nighting project was 72% complete and the remainder would be completed over the next few weeks. The 0845 telephone number for the Council was being phased out and the 01609 779977 was being re-introduced as the standard contact number for the Council. Feedback regarding the relocation of the Farmers Market in Northallerton had been very positive. Councillor Knapton also announced that the next Parish Liaison meeting would be held on the evening of 5 June 2014 at the Civic Centre. Questions regarding the phasing out of the 0845 number and part-nighting were asked and responded to at the meeting.
- (d) Councillor B Phillips, Portfolio Holder for Housing, Planning and Waste Management made a statement regarding the population and household projections up to 2026 and reported that this was a significant issue for Hambleton. Councillor Phillips reported that buildings on the former Northallerton Prison had been listed as Grade II which would require redesigning some of the project work. It was also reported that the Ministry of Justice were looking to dispose of the site by March 2015. In relation to the ageing population and as a result of work recently undertaken by the Scrutiny Committee, there would be a Member Workshop regarding proposals for improving the provision of housing for older people. Councillor Phillips reminded Members that a seminar on Waste and Recycling would be held immediately following Council.

C.39

REFERRALS FROM AUDIT, GOVERNANCE AND STANDARDS COMMITTEE

THE DECISION:

That the reports, resolutions and recommendations of the following meeting of the Audit, Governance and Standards Committee be received, approved and adopted:-

<u>Body</u>	<u>Date of Meeting</u>	<u>Minute Nos</u>
Audit, Governance and Standards Committee	26 March 2014	AGS.34

The meeting closed at 2.35 pm.

Chairman of the Council

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(CA.104 to CA.105)
Decisions to be considered by
Full Council on 13 May 2014

AGENDA ITEM NO:

Decisions of the meeting of the CABINET held
at 9.30am on Tuesday 15 April 2014 at the
Civic Centre, Stone Cross, Northallerton

Present

Councillor M S Robson (In the Chair)

Councillor N Knapton
B Phillips

Councillor Mrs S Shepherd
P R Wilkinson

Also in Attendance

Councillor P Bardon
D Blades
G W Ellis
A W Hall
K G Hardisty
J Noone

Councillor Mrs C Patmore
M J Prest
C Rooke
Mrs M S Skilbeck
Mrs J Watson
D Webster

CA.104

PARK HOME FEES POLICY

All Wards

The subject of the decision:

This report presented the Park Homes Fees Policy and recommended levels of fees for approval.

Alternative options considered:

None.

The reason for the decision:

To take account of the Caravan Sites and Control of Development Act 1960 (CSCDA).

THE DECISION:

That Cabinet approves and recommends to Council the Park Homes Fees Policy and the associated initial licence fees.

CA.105

**COMMUNITY INFRASTRUCTURE LEVY – DRAFT CHARGING SCHEDULE:
CONSULTATION AND SUBMISSION**

All Wards outside the North York Moors National Park

The subject of the decision:

This report provided an update on the responses received during public consultation on the Community Infrastructure Levy (CIL) Draft Charging Schedule and sought approval to submit the Schedule for public examination.

Alternative options considered:

None.

The reason for the decision:

To take account of consultation responses and the requirements under the CIL Regulations (2010) as amended to ensure that the proper legal procedures have been adhered to in developing the Charging Schedule.

THE DECISION:

That Cabinet approves and recommends to Council:-

- (1) the responses to consultation on the CIL Draft Charging Schedule be agreed;
- (2) the proposed Statement of Modifications be agreed and published for comments; and
- (3) the modified Charging Schedule as set out in this report be submitted for examination.

The meeting closed at 10.20 am

Leader of the Council

Agenda Item 7

MINUTES FOR INFORMATION

<u>Committee</u>	<u>Date</u>	<u>Page</u>
Cabinet	15 April 2014	9
Planning	1 May 2014	To follow
Standards Hearings Panel	22 April 2014 8 May 2014	13 To follow

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AGENDA ITEM NO:

(CA.106 to CA.111)

**Decisions taken under Cabinet
authority to take effect on 28 April 2014)**

Decisions of the meeting of the CABINET held
at 9.30am on Tuesday 15 April 2014 at the
Civic Centre, Stone Cross, Northallerton

Present

Councillor M S Robson (In the Chair)

Councillor N Knapton
B Phillips

Councillor Mrs S Shepherd
P R Wilkinson

Also in Attendance

Councillor P Bardon
D Blades
G W Ellis
A W Hall
K G Hardisty
J Noone

Councillor Mrs C Patmore
M J Prest
C Rooke
Mrs M S Skilbeck
Mrs J Watson
D Webster

CA.106

MINUTES

THE DECISION:

That the decisions of the meeting held on 18 March 2014 (CA.90 – CA.103),
previously circulated, be signed as a correct record.

CA.107

SCRUTINY COMMITTEE 2 - POLICY REVIEW – AGEING POPULATION

All Wards

The subject of the decision:

This report presented the final report from the Scrutiny Committee 2 on the Ageing
Population for consideration. Cabinet commended the Scrutiny Committee and
Officers for the work undertaken carrying out this review.

Alternative options considered:

None.

The reason for the decision:

To take account of the findings of Scrutiny Committee 2.

THE DECISION:

That:-

- (1) it be acknowledged that Leisure Services and other activities for the ageing population provided by the District Council and other partners are very good but that when opportunities for improvement are presented they be explored;
- (2) the provision of more specialist leisure activities for older people be explored by the Disability Sports Officer;
- (3) provision of housing options for the ageing population, including provision of single storey dwellings, be considered by the District Council through the relevant policies as appropriate;
- (4) Voluntary Organisations be commended for the work they do in providing services and support for older people and that continued support be given to Hambleton Strollers and the Hambleton Over 50's Forum;
- (5) it be acknowledged that current partnership working is very effective but that emphasis on the need for greater collaborative working between different agencies be encouraged and that concern be expressed about the reduction in public transport, particularly in isolated areas;
- (6) it be acknowledged that the provision of services for older people by the District Council, together with Partners and voluntary organisations, is considered by others to be best practice but will continue to be reviewed and improved if required; and
- (7) the District Council's Older Persons' Strategy be reviewed and updated; sufficient funding be provided for this if necessary and that the issue of combating vulnerability, isolation and loneliness remain a priority within the Strategy with particular emphasis on the need to support activities across the district.

CA.108

CENTRAL NORTHALLERTON MASTERPLAN – LISTING IMPLICATIONS

All Wards

The subject of the decision:

The report sought authority for additional consultancy input to augment the Central Northallerton Masterplan to take account of the implications of the listing of a number of buildings within the site. The Ward Member wished to record thanks for the work undertaken in developing the Masterplan.

Alternative options considered:

None.

The reason for the decision:

To take account of discussions with the Ministry of Justice and the Enterprise and Regulatory Reform Act, 2013 and the implications of the listing of a number of buildings on the site.

THE DECISION:

That:

- (1) a detailed study of the listed buildings on the prison site be undertaken; and
- (2) a Heritage Partnership Agreement for the listed buildings on the former prison site be developed.

CA.109

HEALTH AND SAFETY INTERVENTION PLAN 2014-16

All Wards

The subject of the decision:

This report presented for approval the Health & Safety Intervention Plan for 2014-2016 in order to meet a requirement of the National Local Authority Enforcement Code published by the Health & Safety Executive.

Alternative options considered:

None.

The reason for the decision:

To take account of the requirements of the National Local Authority Enforcement Code published by the Health & Safety Executive.

THE DECISION:

That the Health and Safety Intervention Plan 2014-2016 be approved.

CA.110

LOCAL GOVERNMENT ACT

THE DECISION:

That under Section 100A(4) of the Local Government Act 1972, the press and public were excluded from the meeting during consideration of the item of business at minute no CA.111 on the grounds that it involved the likely disclosure of exempt information as defined in paragraphs 1 and 3 of Part 1 of Schedule 12A of the Act as the Cabinet was satisfied that the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

CA.111

BEDALE GATEWAY CAR PARK

Bedale Wards

The subject of the decision:

This report sought consideration of further information in relation to the development of Bedale Gateway Car Park. The Deputy Leader provided an update on further discussions that had taken place.

Alternative options considered:

None.

The reason for the decision:

Cabinet was satisfied that accepting the proposal would enable officers to progress with the scheme.

THE DECISION:

That:-

- (1) the Bridge Street Car Park be retained and the Auction Mart Car Park be disposed of;
- (2) the project for the construction of the Bedale Gateway Car Park be approved, subject to commencement of the Bedale By-Pass Scheme, on the land hatched and cross-hatched on the plan attached as Annex 'B' to the report;
- (3) a capital contribution of £400,000 be approved for a car park containing 100 spaces and 5 coach bays; and
- (4) it be agreed in principle to the compulsory purchase of the land hatched and cross-hatched on the plan attached as Annex 'B' to the report.

The meeting closed at 10.20 am

Leader of the Council

Present

Councillor Mrs B S Fortune
B Griffiths

Councillor R Hudson

Independent Person

Mr R C Pennington

Parish Council Representative

Mrs J Crampton

SHP.23

CHAIRMAN

THE DECISION:

That Councillor Mrs B S Fortune be elected Chairman for duration of the meeting.

(Councillor Mrs B S Fortune in the Chair)

SHP.24

LOCAL GOVERNMENT ACT

THE DECISION:

The Panel considered whether, pursuant to Section 100A(4) of the Local Government Act 1972, the press and public should be excluded from the meeting during consideration of the items of business at minute no SHP.25 on the grounds that it involved the likely disclosure of exempt information as defined in paragraph 1 of Part 1 of Schedule 12A of the Act.

The complainant informed the Panel that he wanted the hearing to take place in public and consented to the publication of any personal information connected with the report of the Director of Corporate Services and the hearing before the Panel.

In the circumstances the Panel did not exclude the press and public from the meeting.

SHP.25

COMPLAINT ABOUT REVENUES TEAM

The subject of the decision:

The Director of Corporate Services submitted a covering report regarding a complaint about the actions of the District Council's Revenue's Team in connection with the content of Council Tax bills.

The Panel heard from the complainant who had made the allegations and the District Council's Director of Resources and S.151 Officer.

Alternative options considered:

None.

The reason for the decision:

Having considered the Director of Corporate Services' report and the accompanying documents, and having heard oral representations from the complainant and the Director of Resources and S.151 Officer, the Panel made the following findings:-

- the council tax bill and the leaflet containing supporting information were sent to the complainant in the same envelope;
- the leaflet contained the required information advising the complainant of the right to request payment of council tax in 12 monthly instalments;
- although the council tax demand notice must contain certain matters, it was not necessary for it to be on one sheet of paper;
- this was essentially a practical matter and anyone reading the council tax bill and accompanying leaflet would have been given sufficient information about the right to request the repayment of council tax in 12 monthly instalments;
- the council tax bill and leaflet clearly emanated from the same source (the District Council), and in the same tax year, and related to the same subject.

THE DECISION:

That the council tax bill and leaflet constitute one demand notice and thus comply with the relevant regulations.

The appeal is, therefore, dismissed.

The meeting closed at 11.10am

Chairman of the Panel