

COUNCIL MEETING – 9 DECEMBER 2014

REPORT OF THE SERVICES COMMITTEE

20 October 2014

Present: Councillors Morrall (Chairman), Carr (Vice-Chairman), Allebone, Blackwell, Graves, G Lawman, Simmons, V Waters and Watts.

Also present: Miss J Thomas, Interim Head of Planning and Local Development, Mrs B Lawrence, Head of Resources, Mrs S Bateman, Senior Planning Policy Officer, Mrs V Phillipson, Principal Planning Policy and Regeneration Manager and Mrs C A Mundy, Democratic Services Officer.

(Councillor Bell also attended as an observer.)

1. APOLOGIES FOR ABSENCE

RESOLVED to note that apologies for absence were received from Councillors Elliott, Higgins and M Patel.

(Councillors Ainge and Raymond did not attend the meeting.)

2. DECLARATIONS OF INTEREST

RESOLVED to note that no declarations were made.

3. CONFIRMATION OF THE MINUTES OF THE MEETING HELD ON 15 SEPTEMBER 2014

RESOLVED that the minutes of the Services Committee held on 15 September 2014 be approved.

4. THE CASTLE ARTS CENTRE PROGRESS REPORT

The annexed circulated report of the Head of Resources was received relating to The Castle (Wellingborough) Ltd.

The council has a contract with The Castle (Wellingborough) Ltd for the operation of The Castle arts centre. The report detailed how The Castle was performing to the end of the financial year 2013-14 and also detailed the activity for the first months of 2014-15 giving forecasts for the remainder of the financial year.

The progress report and the key performance indicator summary for 2013-14 was appended to the report.

Mr Darren Walter, Director of The Castle (Wellingborough) Ltd attended the meeting. He confirmed that a great deal of progress had been made and that sales were higher than in previous years. A fundraising and development

officer had been appointed and this had resulted in grant funding being obtained from the Arts Council and also a grant for dance development from the county council. He was aware that further work needed to be undertaken with marketing The Castle to rural communities and this work was ongoing. It was suggested that parish councils be contacted to see if advertisements could be placed in parish newsletters. In 2015 it would be the 20th anniversary of the opening of The Castle and a variety of events would be taking place including the showing of 'Casablanca', which had been the first film aired, on the actual anniversary of 26 January 2015, and a Gala dinner and dance on 30 March 2015.

Members asked questions around youth participation, communications and marketing, the inclusion of ethnic minorities, on-line bookings and the retention of new customers.

Mr Walter informed the meeting that his team were actively working with schools and that new classes were being established, some of which were bespoke. There had been a large increase in take up from schools and a number of further enquiries had been received which would involve support for the school curriculum attracting additional funding. Ongoing work was taking place regarding communications and marketing; emails were one of the principal marketing tools and were sent to those who had previously registered (under data protection rules) with targeted emails for certain types of shows. The Castle was aware that rural communities needed to be targeted more and this would form part of the project plan. The on-line booking system had been extremely successful with it accounting for 70% of sales.

The Castle was working with the Wellingborough Afro Caribbean Association (WACA) and the Polish and Hindu communities for World Book Day to embrace cultural heritage stories. There was also a Saturday morning theatre for Polish children which was well attended.

First time visitor numbers were high, and these visitors would be encouraged to return. This information would be taken into account in the attendance figures for next year.

Reference was also made to the Castle Youth Theatre Project where young people were learning about TV and film making. They were currently working on a project entitled 'What the Castle means to me' and had been interviewing members of the community to create a film.

RESOLVED that the position, with regard to performance to date, be noted along with the comments made by members of the committee.

5. LOCAL DEVELOPMENT SCHEME

The annexed circulated report of the Interim Head of Planning and Local Development was received to seek approval of the Local Development Scheme for the Plan for the borough of Wellingborough local plan review.

Appended to the report was a draft of the Local Development Scheme.

Planning authorities were required to publish a local development scheme on their website, which should regularly be reviewed. This public statement sets out what documents are to be prepared as part of the local plan review and the programme for their production.

RESOLVED that the draft Local Development Scheme be approved.

6. THE PLAN FOR THE BOROUGH OF WELLINGBOROUGH

The annexed circulated report of the Interim Head of Planning and Local Development was received to update members of the progress of the plan for the borough of Wellingborough.

The report summarised the work being undertaken to deliver the plan and appended thereto was a summary of the representations received on the sustainability appraisal scoping report.

RESOLVED that:

- (i) the progress on the plan for the borough of Wellingborough be noted;
- (ii) approval be given to the draft officer responses as the council's formal response to the sustainability appraisal.

7. DRAFT WELLINGBOROUGH INTERIM TOWN TRANSPORT STRATEGY

(As part of the councillor development process, the Vice-Chairman, chaired the next two items.)

The annexed circulated report of the Interim Head of Planning and Local Development was received on the draft Wellingborough Interim Town Transport Strategy published by Northamptonshire County Council.

This set out the overarching vision for transport in Wellingborough Town Centre and a draft response was appended to the report.

Members considered that there were a number of omissions and errors within the documentation. Some of the issues raised related to train services, the electrification of the line, the availability of buses to the railway station and parking charges at the station car park. The cost of train tickets from Wellingborough to London was very high compared to the prices from Bedford, Northampton or Milton Keynes.

Traffic in London Road often backed up and a question was asked over whether the 'Scoot' Urban Traffic Control system was still being considered. Comments were also made about the need for cycle ways from the villages where development was progressing.

The Interim Head of Planning and Local Development confirmed that she had received details of a number of other issues which would be passed to the officer for comments to be added to those already drafted.

RESOLVED that approval be given to the draft response, along with the comments made by members, being submitted in relation to the draft Wellingborough Interim Town Transport Strategy.

8. VILLAGE BOUNDARIES

The annexed circulated report of the Interim Head of Planning and Local Development was received on the draft issues and options paper for village boundaries to enable a wider consultation to take place.

Appended to the report was the draft issues and options paper on village boundaries.

The report explained that village boundaries were a way of guiding, controlling and identifying limits to developments for villages, thus preventing the unregulated encroachment of development into the countryside.

There is no requirement to identify village boundaries in the National Planning Policy Framework (NPPF) though the emerging Joint Core Strategy (JCS) stated that local plans may wish to define village boundaries. Historically this had been the favoured approach of the council. The NPPF indicated that the local plan needed to be drawn up in consultation with the community and officers were seeking authority to consult with parish councils.

Members raised some concern over the short time given for consultation. The officer explained that any responses received would still be taken into account if outside the deadline date and that this was an ongoing process.

RESOLVED that:

- (i) the draft background paper for village boundaries be agreed as the basis for consultation;
- (ii) The policy team consult informally with individual parish councils regarding village boundaries prior to the issues and options stage.

9. EXTREME WEATHER PLAN

The annexed circulated report of the Head of Resources was received on the extreme weather plan for the council which was appended to the report.

Members asked if parish councils would be consulted on the plan. The Head of Resources confirmed that the plan had been prepared at this time to ensure that it was ready for the writer, but she would provide a copy of the plan to each parish council.

RESOLVED that:

- (i) The Extreme Weather Plan be approved to take immediate effect;
- (ii) The task of updating the plan on a regular basis to reflect any changes in operations be delegated to officers;
- (iii) If any changes are sought in respect of council policy that a report be submitted to committee.

Chairman

The meeting concluded at 8.25pm.

COUNCIL MEETING – 9 DECEMBER 2014
REPORT OF THE RESOURCES COMMITTEE

22 October 2014

Present: Councillors Bell (Chairman), Allebone, Emerson, Graves, Griffiths, Harrington, Henley, Partridge-Underwood, Scarborough, Ward and M Waters.

Also present: Mr J T Campbell, Chief Executive, Miss S Lyons, Solicitor, Mrs L Elliott, Head of Finance, Mrs B Lawrence, Head of Resources, Miss J Thomas, Interim Head of Planning and Local Development, Mrs S Knowles, Principal Accountancy Manager, Mr N Robinson, Principal Revenue and Benefits Manager and Mrs C A Mundy, Democratic Services Officer.

(Councillor Bass attended as an observer.)

1. APOLOGIES FOR ABSENCE

RESOLVED to note that apologies for absence were received from Councillors Carr, Dholakia, Hollyman and Morrall.

2. CONFIRMATION OF MINUTES

RESOLVED that the minutes of the meeting held on 16 September 2014 be confirmed and signed.

3. DECLARATIONS OF INTEREST

RESOLVED to note that in accordance with the Localism Act 2011, the council's code of conduct and the council's constitution, the under-mentioned councillor declared an interest in the following items:

Councillor	Minute	Report Title	Reason
Scarborough	4	Mid-year report Treasury management	Registerable - wife has contract with principality building society.

4. MID -YEAR REPORT ON TREASURY MANAGEMENT

The annexed circulated report of the Head of Finance was received to inform members of the treasury management activity.

(Councillor Scarborough left the room during discussion on this item.)

The report detailed the performance and investments held at 30 September 2014 and gave an overall outline of expected performance for the remainder of the financial year. Also included were details of the current UK economy and

the forecast for interest rates in the future which were key factors in the level of returns that could be expected from investments.

RESOLVED that the mid-year treasury management update be noted.

(Councillor Scarborough returned to the room.)

5. LOCAL COUNCIL TAX SUPPORT SCHEME 2015/16

The annexed circulated report of the Principal Revenue and Benefits Manager was received to advise members on the Council's Local Council Tax Support scheme (CTS) for 2015/16 and subsequent years.

The annual total expenditure was predicted to be in the region of £4,050,000 for 2014/15, which was less than previously reported. At the half-year position, the scheme was self-financing and did not present any additional burden on the revenue budget.

RESOLVED that no change be made to the Borough Council of Wellingborough's Local Council Tax Support Scheme for 2015/16.

(Councillors Emerson, Henley and Scarborough abstained from voting on this item.)

6. REVIEW OF POLLING DISTRICTS AND POLLING PLACES

The annexed circulated report of the Head of Resources was received on the outcome of the consultation on the proposals relating to polling districts and polling places for the borough.

The report also detailed the recommendations in relation to the location of individual polling stations to be determined by the (Acting) Returning Officer.

Members made the following comments:

Polling district IB - The Miller Public House function room.

This was considered to be a good location for polling district IB. The Head of Resources confirmed that as Millers Park was now in polling district FA the electorate would vote at the Memorial Hall in Great Doddington.

Polling district KB - Glamis Hall - should the hall not be transferred, and therefore not available, Councillor Scarborough proposed that a portakabin to be placed in the car park adjacent to the hall, rather than the electorate moving to Olympic or Ruskin schools.

Polling district MC – a request was made that the Hope Church be considered along with the Oakway Academy and the Hemmingwell Skills Centre. A number of comments were made about the suitability of Oakway Academy due to its multiple entrances.

R1 RECOMMENDED that the proposed polling districts and polling places be published for the new wards in the borough as detailed in the report.

RESOLVED that the following recommendations be made to the (Acting) Returning Officer in respect of the location of individual polling stations:

- (a) Polling district IB: Miller Public House function room;
- (b) Polling district KC: Ruskin Infant/Junior School;
- (c) Should Glamis Hall not be available on 7 May 2015, electors currently allocated to Glamis Hall be relocated to a portakabin in the Glamis Hall car park;
- (d) Polling district BC: Freemans School if the car wash site on Westfield Road was not available on 7 May 2015;
- (e) Polling district MC: Consideration be given to either the Hope Church, Oakway Academy or the Hemmingwell Skills Centre.

7. BUSINESS PLAN 2015/16: WELLINGBOROUGH NORSE

The annexed circulated report of the managing director of Wellingborough Norse Ltd was received in relation to the annual business plan for the year 2015/16.

Councillors commented on the excellent performance of the grounds maintenance and grass cutting teams this year whilst appreciating that the weather had been more favourable than in recent years. The chairman asked the managing director to pass the committee's appreciation onto his team.

The managing director thanked members for their comments and informed the meeting that the operatives and managers had worked extremely hard this season, as well as benefitting from improvements arising from the re-engineering of the service. He believed that the improvements would continue.

RESOLVED that the annual business plan be noted.

8. EXCLUSION OF PRESS AND PUBLIC

RESOLVED that the press and public be excluded from the meeting during consideration of the following items in accordance with Section 100A(4) to the Local Government Act 1972 on the grounds that they would involve the likely disclosure of exempt information of the descriptions shown in schedule 12A to the Act:

Min. no.	Item	Paragraph of Schedule 12A
9	Wellingborough Norse exempt appendix: Annual Business Plan	E3

9. WELLINGBOROUGH NORSE EXEMPT APPENDIX: ANNUAL BUSINESS PLAN

The annexed circulated exempt appendices were received.

Members commented on the information contained therein and suggested that the good news stories be publicised. The managing director confirmed that it was his intention to do so and that he would also provide a members briefing note.

Reference was also made to the brown bin collections with a request that the extension of the service further into the autumn be re-considered. The chief executive clarified that Council had made a decision to provide this service over an 8 month period and this had not changed. The liaison board had looked at whether or not the period of non-collection should be adjusted but had concluded that the current arrangements provided the best possible solution.

Members considered that the proposal for business growth within the plan was a good way to progress the business and that the business plan was robust.

A report by Wellingborough Norse on performance would be submitted to the next Partnerships and Performance Committee.

RESOLVED that the Annual Business Plan be noted.

Chairman

The meeting closed at 8pm.

COUNCIL MEETING – 9 DECEMBER 2014

REPORT OF THE ADDITIONAL RESOURCES COMMITTEE

19 November 2014

Present: Councillors Bell (Chairman), Allebone, Carr, Dholakia, Emerson, Graves, Griffiths, Harrington, Henley, Morrall, Scarborough, Ward and M Waters.

Also present: Mrs L Elliott, Head of Finance, Mrs B Lawrence, Head of Resources, Mr G Hollands, District Law and Mrs C A Mundy, Democratic Services Officer.

(Councillors Bass and Maguire attended as observers.)

1. APOLOGIES FOR ABSENCE

RESOLVED to note that apologies for absence were received from Councillors Hollyman and Partridge-Underwood.

2. DECLARATIONS OF INTEREST

RESOLVED to note that there were no declarations made.

3. GLAMIS HALL

Mrs H Saunders addressed the committee and thanked members and officers for their help and assistance during the negotiations towards moving the community asset transfer forward.

The annexed circulated report of the Head of Resources was received to consider whether, and on what terms, a community asset transfer of Glamis Hall and its contents to Glamis Hall for Hall (GHfA), an organisation which will undertake to continue to provide similar services and develop the premises into a community facility, could take place.

The report detailed the previous decisions made by committee with regard to Glamis Hall and the Resources Committee recommendation of 16 September 2014 that the building be closed with effect from 1 January 2014 and, with it, the day centre.

Subsequent to the decision being made an approach had been received for the possible provision of day care and other community services in the borough by Glamis Hall for All (GHfA).

Appended to the report were five documents; Appendix A – GHfA risk register; Appendix B - GHfA: who the service is aimed at; Appendix C - Community asset transfer summary; Appendix D business case from GHfA and Appendix E redundancy and early retirement. Appendices D and E were both exempt.

With regard to the transfer of the property, the report detailed the options available for the transfer of Glamis Hall and its car park as a community asset transfer. These included a leasehold arrangement at a low rent, a freehold transfer at below market value, or a short lease followed by a freehold transfer. The benefits and risks of each were outlined.

The report set out the aspirations of GHfA, who had expressed a desire to provide a community hub on the premises that would continue to house facilities for elderly people (albeit in a different format), but also develop provision for young people, families, and leisure users. Members were satisfied that this approach met their objectives for the future of the building and its suitability for a community asset transfer.

Members sought assurances from the GHfA group that they would be able to sustain the financial commitment, particularly in the first two years. Mrs Saunders on behalf of GHfA informed the committee that she had received a commitment of funding, of around £50,000, that would give sufficient reserves to enable the service she envisaged to be set up and built into a successful operation.

Clarification was also sought over appropriate covenants should there be a freehold transfer. The Head of Resources clarified that whichever option was chosen there would be appropriate covenants included to protect the council's interests.

The chairman then put the recommendations contained within the report to the vote, which were carried unanimously.

R1 RECOMMENDED that:

- (i) the transfer of Glamis Hall and its contents, its car park and associated vehicles, to Glamis Hall for All on a date to be agreed once it has become a charitable incorporated organisation;
- (ii) the freehold be transferred at an undervalue;
- (iii) the negotiation of the actual terms of the transfer be delegated to the Chief Executive, in conjunction with the Leader and Deputy Leader, taking into account the requirement to effect the transfer at a level significantly below market value;
- (iv) the capital programme be amended to include a grant of no more than £250,000 to Glamis Hall for All (once incorporated) specifically for the purpose of repairing and refurbishing the building and its car park;
- (v) reports for Glamis Hall for All, be received quarterly during the first year so that the council can satisfy itself that its investment continues to provide appropriate services for the local community, and that the organisation remains viable and therefore capable of delivering such services;
- (vi) Glamis Hall for all trustees, employees and contractors be given access to the building in order to start works (agreed in advance with the council) before the transfer is effected;

- (vii) Eligible employees based at Glamis Hall receive pension scheme benefits from their redundancy (and therefore their retirement) dates, in accordance with the provisions of Regulation 26 of the Local Government Pension Scheme Regulations 1997.

Chairman

The meeting closed at 7.15pm.

