

# Minutes

## Council Meeting

19th February 2018



These Minutes principally record decisions taken and, where appropriate, the reasons for the decisions. A webcast of the meeting is available for six months at [www.braintree.gov.uk](http://www.braintree.gov.uk).

### Present:

<b>Councillors</b>	<b>Present</b>	<b>Councillors</b>	<b>Present</b>
Councillor J Abbott	Yes	Councillor D Mann	Yes
Councillor Mrs J Allen	Yes	Councillor J McKee	Apologies
Councillor M Banthorpe	Yes	Councillor R Mitchell	Yes
Councillor P Barlow	Yes	Councillor Mrs J Money	Apologies
Councillor J Baugh	Yes	Councillor Lady Newton	Yes
Councillor Mrs J Beavis	Yes (from 7.51pm)	Councillor J O'Reilly-Cicconi	No
Councillor D Bebb	Yes	Councillor Mrs I Parker	Yes
Councillor K Bowers	Yes	Councillor Mrs S Paul	Apologies
Councillor Mrs L Bowers–Flint	Yes	Councillor Mrs J Pell	Yes
Councillor G Butland	Yes	Councillor R Ramage	Yes
Councillor S Canning	Apologies	Councillor F Ricci	Yes
Councillor J Cunningham	Yes	Councillor B Rose	Yes
Councillor Mrs M Cunningham	Yes	Councillor Miss V Santomauro (Vice-Chairman)	Yes
Councillor T Cunningham	Yes	Councillor Mrs W Scattergood	Yes
Councillor M Dunn	Yes	Councillor Mrs W Schmitt	Yes
Councillor J Elliott	Yes	Councillor P Schwier	Yes
Councillor Mrs D Garrod	Yes	Councillor C Siddall	Apologies
Councillor J Goodman	Yes	Councillor Mrs G Spray	Yes
Councillor A Hensman	Yes	Councillor P Tattersley	Yes
Councillor P Horner	Yes	Councillor Miss M Thorogood	Yes
Councillor D Hume	Apologies	Councillor R van Dulken	Yes
Councillor H Johnson	Yes	Councillor Mrs L Walters	Yes
Councillor Mrs A Kilmartin	Yes	Councillor Mrs S Wilson	Yes
Councillor S Kirby (Chairman)	Yes	Vacancy	
Councillor G Maclure	Yes		

## 56 CHAIRMAN'S AND/OR LEADER'S ANNOUNCEMENTS

### Chairman

The Chairman's announcements covered the following:

**Councillor Daryn Hufton-Rees** – It was reported that Councillor Daryn Hufton-Rees, Ward Member for Hatfield Peverel and Terling, had resigned from his position as a District Council. On behalf of the Council, the Chairman thanked Councillor Hufton-Rees for his contributions to the Council and for the support that he had given to the constituents of the Ward.

**New Year's Honours** - Mrs Sarah McNamara had been awarded the British Empire Medal (BEM) for services to the community in Terling. On behalf of the Council, the Chairman congratulated Mrs McNamara on her award.

The Leader did not have any announcements to make.

## 57 DECLARATIONS OF INTEREST

**INFORMATION:** The following interests were declared:-

Councillor J Baugh declared a Non-Pecuniary Interest in Agenda Item 8 – 'Council Budget and Council Tax 2018-19 and Medium Term Financial Strategy 2018-19 to 2021-22' as a Trustee of the Braintree District Museum Trust Ltd.

Councillor A Hensman declared a Disclosable Pecuniary Interest in Agenda Item 9 – 'Hackney Carriage and Private Hire Criminal Convictions Policy' as he was the holder of a dual Hackney Carriage and Private Hire vehicle driver's licence issued by Braintree District Council. In accordance with the Code of Conduct, Councillor Hensman left the meeting for the consideration of this Item.

Councillor Mrs J Pell declared a Non-Pecuniary Interest in Agenda Item 8 – 'Council Budget and Council Tax 2018-19 and Medium-Term Financial Strategy 2018-19 to 2021-22' as Chairman of the Halstead Community Centre Charitable Company.

Councillor F Ricci declared a Non-Pecuniary Interest in Agenda Item 10 – 'Recommendations from Cabinet 5th February 2018 – 'Proposed Acquisition of Strategic Employment Site, Great Notley' as a landowner was known to him.

Councillor Miss M Thorogood declared a Non-Pecuniary Interest in Agenda Item 9 – 'Hackney Carriage and Private Hire Criminal Convictions Policy' as a relative was the holder of a vehicle driver's licence issued by Braintree District Council.

In accordance with the Code of Conduct, Members remained in the meeting and took part in the debate and decision when the Items were considered, unless stated otherwise.

## 58 QUESTION TIME

**INFORMATION:** There were no questions asked, or statements made.

59 **MINUTES**

**DECISION:** That the Minutes of the meeting of Council held on 11th December 2017 be approved as a correct record and signed by the Chairman.

60 **PRESENTATIONS - Essex Playing Fields Association Awards, Active Essex Work Place Award, Staff Long Service Award**

**Essex Playing Fields Association Awards**

Councillor Mrs Schmitt, Deputy Leader and Cabinet Member for Environment and Place was pleased to report that Braintree District Council's playing fields had met the Essex Playing Fields Association's high standards and quality of maintenance and that the Association had granted 10 gold awards, 15 silver awards and 13 certificates of merit. Councillor Mrs Schmitt presented the awards to Mr Rick Sargeant, Mr Dave Lawrence and Mr Jason Wells of the Council's Grounds Maintenance Service and, together with the Chairman she thanked them and their colleagues for their outstanding work.

**Active Essex Sports Awards 2018 - Work Place Award**

Councillor Tattersley, Cabinet Member for Health and Communities was pleased to report that the Council's Live Well Champions Team had been highly commended by the Active Essex Sports Awards 2018 in recognition of their work promoting a healthy lifestyle through the workplace.

**Staff Long Service Award – Mr Trevor Wilson**

The Chairman was pleased to report that Mr Trevor Wilson, the Council's Head of Finance had completed 30 years' service with the Council. Trevor had joined the Council in 1988 as the Accountant to the Housing Service, working closely with the then Chairman of the Housing Committee, Councillor Mrs Bowers-Flint. In recognition of their long association, the Chairman invited Councillor Mrs Bowers-Flint to present Trevor's Long Service Award.

Councillor Mrs Bowers-Flint said that it was an honour and a privilege to present the award and she thanked Trevor for his support and guidance over the years.

Trevor responded by saying that Braintree District Council was a special place to work and he thanked all Councillors and staff in the Finance Team who together provided the best service possible to the residents of the District.

61 **APPOINTMENT OF CHIEF EXECUTIVE AND HEAD OF PAID SERVICE**

Mr Andy Wright, Acting Chief Executive, left the meeting for the consideration of this Item.

**INFORMATION:** On 11th December 2017, the Council had agreed to establish an Appointment Committee to recommend an appointment to the post of Head of Paid Service (Chief Executive).

The Members of the Appointment Committee had met on 19th January 2018, supported by Ms Michelle Kirk, Director of the East of England Local Government Association as an independent advisor. Following an extremely thorough and robust recruitment process, the Appointment Committee had agreed unanimously to recommend to Full Council that Mr Andy Wright be appointed to the post of Head of Paid Service (Chief Executive) and to be the Council's Electoral Returning Officer and Electoral Registration Officer with effect from 20th February 2018.

**DECISION:** That Mr Andy Wright be appointed as the Council's Head of Paid Service (Chief Executive) as well as the Electoral Returning Officer and Electoral Registration Officer with effect from 20th February 2018.

**REASON FOR DECISION:** To appoint a Head of Paid Service (Chief Executive) as well as an Electoral Returning Officer and Electoral Registration Officer for the Council.

62 **COUNCIL BUDGET AND COUNCIL TAX 2018-19 AND MEDIUM TERM FINANCIAL STRATEGY 2018-19 TO 2021-22**

**INFORMATION:** The Chairman informed Members that this Item would be dealt with in two parts. The first matter to be considered would be the Council Budget and recommendations from Cabinet. The second matter was the Council Tax Resolution.

Members were reminded that it was a requirement that all votes on this Item were recorded votes.

Several Members spoke on this Item and the debate can be viewed on the Council's website at: <http://www.braintree.public-i.tv/core/>

**(1) Recommendations from Cabinet meeting held on 5th February 2018 - Council Budget and Council Tax 2018/19 and Medium Term Financial Strategy 2018/19 to 2021/22**

**INFORMATION:** Councillor Butland, Leader of the Council introduced the report to Members for their consideration. Councillor Butland moved the recommendations in the report which were seconded by Councillor Bebb.

Members were advised that on 6th February 2018, the Government had issued the final 2018/19 Local Government Financial Settlement. The Council had been allocated an additional sum of £4,371 of Rural Services Delivery grant. In addition, the Government had issued revised figures for business rates retention for all authorities due to an error in the original calculations. The impact of this revision on the Council was a reduction of £22,601 in the amount of business rates estimated to be retained in 2018/19. The impact of these two notifications was a net reduction of income of £18,230. It was recommended that the transfer to the General Fund Unallocated Balance in 2018/19 should be reduced by £18,230 to £228,072.

There followed a general debate on the budget. Once the debate had concluded a recorded vote was taken on the recommendations, the result of which was as follows:

### **For the Motion**

Councillors: Abbott, Mrs Allen, Banthorpe, Baugh, Mrs Beavis, Bebb, Bowers, Mrs Bowers-Flint, Butland, J Cunningham, Mrs M Cunningham, T Cunningham, Dunn, Elliott, Mrs Garrod, Goodman, Hensman, Horner, Johnson, Mrs Kilmartin, Kirby, Maclure, Mitchell, Lady Newton, Mrs Parker, Mrs Pell, Ramage, Ricci, Rose, Miss Santomauro, Mrs Scattergood, Mrs Schmitt, Schwier, Mrs Spray Tattersley, van Dulken, Mrs Walters and Mrs Wilson (38)

### **Against the Motion**

Councillor: (0)

### **Abstained**

Councillor: Barlow, Mann and Miss Thorogood (3)

The motion was declared **CARRIED.**

**DECISION:** That the following be approved;

1. The budget variations to the current base budget as detailed in Section 3 of the main report;
2. The additional income and cost reductions as detailed in Section 5 of the main report;
3. The unavoidable revenue budget demands and new investments of £624,550 as detailed in Section 4 of the main report;
4. The package of support to claimants experiencing difficulties as a result of the Local Council Tax Support scheme as detailed in Section 10.7 of the main report;
5. The Council's discretionary fees and charges for 2018/19 as detailed in Appendix A to the main report;
6. Delegated authority is given to the appropriate Cabinet Member to determine the level of charges for Trade Waste collection and Environmental permits for 2018/19;
7. The Council's housing rents are reduced by 1% for 2018/19, as detailed in Appendix A to the main report;
8. That delegated authority is given to the appropriate Cabinet Member to agree variations to Trade Waste, Town Hall Centre, Building Control and Car Parking fees and charges for commercial purposes;
9. The surplus of £725,670 on the Business Rates Collection Fund be transferred to the Business Rates Retention Reserve;
10. To extend the Council's policy for Discretionary Business Rate Relief (under section 47 of the Local Government Act 1988) to extend the Public House Relief scheme until 31st March 2019 as recommended and funded by the Government;

11. Discretionary Council Tax discounts, exemptions and premium for 2018/19 are:
  - Discount applicable to empty dwellings undergoing major repairs is set at 0% for the twelve month period;
  - Discount applicable to vacant dwellings is set at 0% for the six month period;
  - Discount applicable to second homes is set at 0%;
  - Empty Homes Premium charged on dwellings vacant for over two years be set at 50%;
12. The Council's Pay Policy for 2018/19 as detailed in Appendix C to the main report;
13. A transfer of £228,072 to the General Fund unallocated balance in 2018/19;

### **Capital**

14. The General Fund Capital bids for 2018/19 listed in Appendix H to the main report;

### **Treasury Management**

15. The Prudential Indicators and limits set out in Appendix J to the main report;
16. The Policy on Minimum Revenue Provision as recommended in Appendix J to the main report;
17. The Treasury Management Strategy, including annual investment strategy, for 2018/19 (Appendix J to the main report);

### **Council Tax**

18. The proposed estimates (producing a budget requirement for Council Tax purposes of £14,784,452) as detailed in Appendix D and the Council Tax for 2018/19 of £174.51 for a Band D property, having taking into consideration:
  - The consultation feedback, if any, received and reported verbally at the meeting;
  - The assessment of risks in the budget assumptions;
  - The Equalities Impact Assessments and
  - The Section 151 Officer's report on the robustness of the estimates and the adequacy of balances (Appendix L to the main report).

**REASON FOR DECISION:** To determine the budget and Council Tax level proposals for 2018/19, in accordance with the Budget and Policy Framework Procedure Rules contained in the Constitution.

### **(2) Council Tax Resolution for 2018/19**

**INFORMATION:** Councillor Butland, Leader of the Council, introduced the report and moved the recommendations which were seconded by Councillor Bebb.

The results of the recorded vote on this matter were as follows:

**For the Motion**

Councillors: Abbott, Mrs Allen, Banthorpe, Barlow, Baugh, Mrs Beavis, Bebb, Bowers, Mrs Bowers-Flint, Butland, J Cunningham, Mrs M Cunningham, T Cunningham, Dunn, Elliott, Mrs Garrod, Goodman, Hensman, Horner, Johnson, Mrs Kilmartin, Kirby, Maclure, Mann, Mitchell, Lady Newton, Mrs Parker, Mrs Pell, Ramage, Ricci, Rose, Miss Santomauro, Mrs Scattergood, Mrs Schmitt, Schwier, Mrs Spray, Tattersley, Miss Thorogood, van Dulken, Mrs Walters and Mrs Wilson (41)

**Against the Motion**

Councillor: (0)

**Abstained**

Councillor: (0)

The motion was declared **CARRIED**.

**DECISION:** That the Council Tax Requirement and level of Council Tax for 2018/19, be approved in accordance with the following resolution:-

**Council Tax Resolution 2018/19**

1. **Council Tax Base**

1.1 Under delegated powers the Corporate Director has determined the amount of Council Tax Base for the whole Council area for 2018/19 as 51,980 Band D equivalents; and also that the amount set out in Column 2 of Schedule A should be the Council Tax Base for dwellings in those parts of the District listed in Column 1 of Schedule A to this resolution.

2. **Calculation of the Council Tax Requirement**

2.1 The following amounts are calculated by the Council for the year 2018/19, in accordance with the Local Government Finance Act 1992 (as amended):-

£88,057,177, being the expenditure the Council estimates it will incur in the year in performing its functions and which will be charged to its General Fund revenue account in accordance with proper practice. This amount includes allowances for contingencies, additions to earmarked financial reserves and general balances, and local precepts issued to the Council.

£76,924,780, being the income estimated by the Council which will be credited to the General Fund revenue account in accordance with proper practice. This amount includes specific and general Government grants, the estimated use of earmarked financial reserves, and the Council's share of the estimated Collection Fund balance at 31st March 2018 in respect of Council Tax and business rates.

£11,132,397, being the Council Tax Requirement for the year calculated as the difference between expenditure and income as set out above.

- 2.2 In making the above calculations the following amounts have been taken into account:

£272,480, being the amount of Revenue Support Grant receivable from central Government for the year.

£4,511,538, being the estimated amount of the local share of business rates to be retained by the Council for the year after allowing for the following items: a tariff of £12,832,242; an estimated levy of £1,041,562 due to the Essex Business Rate Pool; and a net amount of £1,531,390 estimated to be receivable from central Government to fund previous year caps on the RPI increase in the business rate multiplier and the extension of various discretionary reliefs being funded by Government.

£181,609, being the amount that has been calculated as the Council's share of the estimated Collection Fund balance at 31st March 2018 in respect of Council Tax, which will be transferred from the Collection Fund to the General Fund revenue account in 2018/19.

£725,670, being the Council's share of the estimated Collection Fund balance at 31st March 2018 in respect of business rates to be transferred from the Collection Fund to the General Fund revenue account in 2018/19.

£22,125, being the amount of rural services grant funding to be provided by Government as announced in the Final Local Government Finance Settlement for 2018/19.

£2,061,367, being the total of all local precepts received from Town and Parish Councils and shown in Column 3 of Schedule A.

### 3. **Calculation of the Basic Amount of Council Tax**

- 3.1 The following amounts have been calculated:

£214.17, being the basic amount of Council Tax for the year including local precepts, calculated by dividing the Council Tax Requirement by the Council Tax Base for the whole District.

£174.51, being the basic amount of Council Tax for dwellings in those parts of the District where there are no local precepts for Town or Parish Councils. This represents the District Council's share of the total Council Tax rate and is charged across property bands as follows:

<b>Property Band</b>	<b>Band as proportion of Band D</b>	<b>Council Tax Rate</b>
A	6/9	£116.34
B	7/9	£135.73
C	8/9	£155.12
D	9/9	£174.51
E	11/9	£213.29



F	13/9	£252.07
G	15/9	£290.85
H	18/9	£349.02

The District Council's basic amount of Council Tax equates to a Council Tax Requirement for the Council's own purposes (excluding Town and Parish precepts) of £9,071,030.

Under the principles set by the Secretary of State for Communities and Local Government for the 2018/19 financial year, the basic amount of Council Tax calculated by the Council is not deemed excessive and therefore does not require a referendum to be held.

The amounts shown in Column 5 of Schedule A, calculated by adding to the basic amount of Council Tax in those parts of the District where there are no local precepts, the local precept amount relating to each Parish or Town Council area, divided by the tax base for that area. This represents the basic amount of Council Tax for each Parish or Town Council area. The charge for each property band is also shown in Schedule A.

#### 4. **Special Expenses**

- 4.1 The Council resolves that any expenses incurred by it in performing, in part of its area, a function that is performed elsewhere in its area by a Parish or Town Council, or a Chairman of a Parish Meeting, shall not be treated as Special Expenses for the purposes of Section 35 of the Local Government Finance Act 1992.

#### 5. **Council Tax Setting**

- 5.1 The Council note that it has been advised of the following precepts:

- Essex County Council £63,506,565
- Police, Fire & Crime Commissioner – Essex Police £8,785,660
- Police, Fire & Crime Commissioner – Essex Fire and Rescue Service £3,658,352

Expressed as a Council Tax rate for dwellings in the following property bands:

<b>Property Band</b>	<b>Essex County Council</b>	<b>Essex Police</b>	<b>Essex Fire and Rescue Service</b>
A	£814.50	£112.68	£46.92
B	£950.25	£131.46	£54.74
C	£1,086.00	£150.24	£62.56
D	£1,221.75	£169.02	£70.38
E	£1,493.25	£206.58	£86.02
F	£1,764.75	£244.14	£101.66
G	£2,036.25	£281.70	£117.30
H	£2,443.50	£338.04	£140.76

5.2 The Council, having calculated the aggregate of the amounts stated above for each area within the District, hereby sets the amounts shown in Schedule B as the total amount of Council Tax for each of the property bands.

**REASON FOR DECISION:** To formally set the Council Tax Requirement and Council Tax rates for 2018/19.

63 **HACKNEY CARRIAGE AND PRIVATE HIRE CRIMINAL CONVICTIONS POLICY**

**INFORMATION:** Consideration was given to a report on a proposed Hackney Carriage and Private Hire Criminal Convictions Policy. The purpose of the policy was to provide guidance to the Council in determining whether an applicant, or an existing licence holder, was a 'fit and proper' person to hold a Hackney Carriage and/or Private Hire vehicle driver's licence, or a Private Hire vehicle operator's licence; or whether a licence should be refused, revoked, or suspended. A copy of the draft policy was attached as an appendix to the report.

Members were advised that it was the Council's responsibility, as the Licensing Authority, to issue Hackney Carriage and Private Hire licences in accordance with the Local Government (Miscellaneous Provisions) Act 1976. The Licensing Authority's overriding aim was to protect the safety of the public by ensuring that applicants or existing licence holders were 'fit and proper' in accordance with the provisions of the Act. If the Council's Licensing Officers were authorised to determine applications for licences, they would utilise the guidelines contained in the policy. In all other cases, applications/matters would be referred to the Drivers' Panel for consideration. Each case would be considered on its individual merits.

The draft Hackney Carriage and Private Hire Criminal Convictions Policy had been subject to a six week period of public consultation and the responses submitted had been considered by the Licensing Committee on 15th November 2017. The Committee had agreed to amend the draft policy where appropriate and had referred the policy to Full Council with a recommendation for approval.

**DECISION:** That the Hackney Carriage and Private Hire Criminal Convictions Policy be approved for commencement on 20th February 2018.

**REASON FOR DECISION:** To provide guidance, to ensure that the Council's standards are in line with 'good practice' guidance, and to enable a more robust 'fit and proper' person test to be applied to Hackney Carriage/Private Hire vehicle drivers and Private Hire vehicle operators. The overriding aim of the proposed policy is to protect the safety of the public.

64 **RECOMMENDATIONS FROM CABINET, 5TH FEBRUARY 2018 – PROPOSED ACQUISITION OF STRATEGIC EMPLOYMENT SITE, GREAT NOTLEY**

**INFORMATION:** Members were reminded that this Item was linked to Item 14 in the Private Session of the Agenda, and that if any Member wished to refer to the private information contained within the report for that Item, it would be necessary for the meeting to be moved into Private Session.

In the circumstances, it was moved, seconded and agreed:-

**DECISION:** That, under Section 100(A)(4) of the Local Government Act 1972 the public and press be excluded from the meeting if it is necessary to discuss Item 14 of the Agenda, on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12(A) of the Act.

Both Agenda Items were taken together to enable all issues to be considered. It was not necessary for the meeting to be moved into Private Session.

**INFORMATION:** Members were advised that Braintree District Council was proposing to undertake a strategic acquisition of the Great Notley employment site which was situated to the west of the A131 at Great Notley. The gross area of the site comprised 63 acres (25.5 ha.).

Under the emerging District Local Plan (2016-2033) provision had been made for significant housing and employment growth in the District over the Plan period. The Council's District Investment Strategy recognised the need for the District Council to provide investment to support growth across the District and also to provide a return for the Council. An important element of this investment would involve the District Council investing in employment premises and employment land to provide opportunities for new businesses and employment in the District, while also creating a reasonable financial return.

Members were advised that the delivery of this important strategic employment site had stalled and it required Council intervention in order to bring it forward.

The Council was proposing initially to purchase the land and then develop and submit a detailed business case for approval by Members. The business case would detail the disposal strategy including usage mix and potential construction of the site infrastructure to enable serviced land to be sold to occupiers or developers for the development of modern, high quality employment premises.

The Council owned part of the access land into the site between the 'Tesco roundabout' on the A131 and the Great Notley employment site. Landowner 1 also owned part of the access land and had agreed terms to dispose of this land to the Council which would provide the Council with full control of the whole site.

Members were asked to agree to the acquisition of both the master plan land owned by landowner 2 and the access land owned by landowner 1 to realise the Council's aspiration to release this land onto the market. This had been agreed by Cabinet at its meeting held on 5th February 2018.

It was proposed that the Council should approve the total budget which would be required to fund both acquisitions. The budget would be funded initially from the Council's cash balances (internal borrowing), with a longer term funding strategy determined as part of the detailed business case.

**DECISION (PUBLIC REPORT):**

- (1) That Members approve the purchase of the access land owned by landowner 1 on the terms set out in the report, subject to contract and due diligence and on such other terms and conditions as agreed by the Corporate Director (Sustainable Development) in consultation with the Cabinet Member for

Corporate Services and Asset Management and the Corporate Director (Finance).

- (2) That Members approve the purchase of the master plan land owned by landowner 2 on the terms set out in the report, subject to contract and due diligence and on such other terms and conditions as agreed by the Corporate Director (Sustainable Development) in consultation with the Cabinet Member for Corporate Services and Asset Management and the Corporate Director (Finance).
- (3) That the total budget which will be required to fund both acquisitions be approved. This budget will be funded initially from the Council's cash balances (internal borrowing), with a longer term funding strategy determined as part of the detailed business case.

**REASON FOR DECISION:** To enable the Council to acquire the Great Notley employment site to facilitate the availability of vacant employment land for the purpose of providing opportunities for new business investment in the District, to support the expansion of existing businesses, create employment opportunities, generate business rates revenue and provide the Council with a reasonable rate of return on its investment.

**DECISION (PRIVATE REPORT):**

- (1) That Members approve the purchase of the access land owned by landowner 1 for the sum set out in the report, plus purchase costs and stamp duty on the terms set out in the report, subject to contract and due diligence and on such other terms and conditions as agreed by the Corporate Director (Sustainable Development) in consultation with the Cabinet Member for Corporate Services and Asset Management and the Corporate Director (Finance).
- (2) That Members approve the purchase of the master plan land owned by landowner 2 for the sum set out in the report (VAT is not payable), plus purchase costs and stamp duty on the terms set out in the report, subject to contract and due diligence and on such other terms and conditions as agreed by the Corporate Director (Sustainable Development) in consultation with the Cabinet Member for Corporate Services and Asset Management and the Corporate Director (Finance).
- (3) That the total budget set out in the report which will be required to fund both acquisitions, and the preparation of a strategy for the future development of the site be approved. The budget will be funded initially from the Council's cash balances (internal borrowing), with a longer term funding strategy determined as part of the detailed business case.

**REASON FOR DECISION:** To enable the Council to acquire the Great Notley employment site to facilitate the availability of vacant employment land for the purpose of providing opportunities for new business investment in the District, to support the expansion of existing businesses, create employment opportunities, generate business rates revenue and provide the Council with a reasonable rate of return on its investment.

## **REPORTS FROM THE LEADER AND CABINET MEMBERS AND ORAL QUESTIONS FROM COUNCILLORS**

**INFORMATION:** The Chairman invited the Leader and the Cabinet Members to introduce their reports. Following this, the Chairman invited Members to ask questions. Questions were not limited to the content of the reports and could be about matters relating to a portfolio, the powers and duties of the Council, or the District.

Consideration was given to the reports of the Leader and Cabinet Members.

Councillor Mrs Schmitt, Deputy Leader of the Council and Cabinet Member for Environment and Place, amended her report by correcting a typographical error to 'Essex Police Fire and Crime Panel'. Councillor Mrs Schmitt added to her report by referring to recent assaults on taxi drivers in Witham, following which the Council had received a request for the provision of CCTV and improved lighting. A Press statement had been issued indicating that the Council had offered a grant of £300 to each taxi driver to install CCTV within their vehicles, but there had been no take-up. Councillor Mrs Schmitt added to her report further by referring to the Braintree District Council / Greenfields Community Housing Fund which was managed by the Essex Community Foundation to assist community groups which worked to improve the health, well-being and life chances of people in the Braintree District. A total grant fund of £120,000 had been made available which had been oversubscribed by applications. Grants had been awarded to 'Action for Family Carers' - £35,509; 'Centre for Action on Rape and Abuse' (CARA) - £33,987; 'Helen Rollason Health Cancer Charity' - £14,565; and the 'Salvation Army' - £33,986.

Councillor Tattersley, Cabinet Member for Health and Communities, added to his report by referring to a 'Live Well Keep Safe' event to be held at the Queens Hall, Halstead on Thursday, 8th March 2018 between 10.00am and 2.30pm at which Essex Police, Essex Fire and Rescue and the NHS would provide advice on fire safety, ageing well and crime prevention.

Members asked several questions arising from the reports. A webcast of the questions to and responses of Cabinet Members is available on the Council's website at: <http://www.braintree.public-i.tv/core/>

The main topics covered were as follows:

- The revised target for processing claims for Universal Credit caused by delays in obtaining information from the Department for Work and Pensions.
- Changes to the Council's Housing Allocations Policy, the possible introduction of stricter local connection requirements for people applying to register, and how neighbouring Authorities operate.
- The provision of affordable housing through Section 106 Agreements and an increasing trend for developers to challenge the viability of providing a percentage of affordable homes.
- The review of the Silver End Conservation Area Guide.

- New dwelling approvals in Silver End, Rivenhall and Cressing Ward being in excess of the target set out in the Braintree Publication Draft Local Plan and their effect on local communities.
- The receipt of Government funding for consultation on the Homelessness Reduction Act.
- Continued lobbying on behalf of the Council and local people for timely improvements to the A12 and A120 roads.
- Prior consultation with the Braintree District Councillors representing Halstead regarding the regeneration of Halstead town centre.
- The Manor Street, Braintree regeneration site and the anticipated wider community benefits and improvements to Braintree town centre which could be achieved from the proposed development.
- A local Braintree restaurant being awarded an 'AA rosette' for quality and the consequent positive effect on the vitality of the town centre.
- The location and timescale for the provision of the Enterprise Centre at Lodge Farm, Witham.
- A recent Government announcement regarding broadband equipment being sited on Church towers/spires.
- Support for businesses displaced by the redevelopment of the Manor Street, Braintree regeneration site.
- The proposed Sible Hedingham Health Centre.
- Proposals, in association with the Francis Crittall Pavilion Association, for wider community use of Silver End Pavilion, including use by the pre-school and nursery.
- Improvements in the national waste recycling rate and the possibility of Braintree District Council's collection target being increased.
- Fly-tipping - the Council's proactive stance on investigating and taking enforcement action; acknowledgement of the work carried out by staff; and whether Essex County Council could do more to make its refuse centres more accessible.
- Update on the possible provision of a new health clinic for Witham.
- Concern about the cleanliness of the entrance to a pharmacy in Witham and the need for the door to be kept clean to avoid the spread of germs.
- The inclusion of smoking prevention as part of the Council's 'live well' campaign.

The following action was agreed in response to questions raised by Members:

- Councillor Mrs Bowers-Flint, Cabinet Member for Planning and Housing, agreed to provide a written response on the Housing Allocations Policies operated by neighbouring Authorities.
- Councillor Mrs Bowers-Flint, Cabinet Member for Planning and Housing, agreed to provide a written response on the possible timeframe for the review of the Silver End Conservation Area Guide.
- Councillor Cunningham, Cabinet Member for Economic Development, agreed to provide a written response on progress with the provision of the proposed Sible Hedingham Health Centre.

66 **LIST OF PUBLIC MEETINGS HELD SINCE THE COUNCIL MEETING OF 11TH DECEMBER 2017**

**INFORMATION:** No matters were raised.

There were no matters raised in Private Session.

The meeting commenced at 7.15pm and closed at 9.36pm.

Councillor S Kirby  
(Chairman)

**SCHEDULE A**

Col . 1	Col . 2	Col . 3	Col . 4	Col . 5	COUNCIL TAX FOR THE DISTRICT COUNCIL INCLUDING PARISH TAX £							
PARISH/AREA	TAX BASE (BAND D EQUIV)	PARISH PRECEPT £	PARISH TAX (BAND D) £	BASIC AMOUNT OF COUNCIL TAX £	A	B	C	D	E	F	G	H
ALPHAMSTONE & LAMARSH	200.57	3,607	17.98	192.49	128.33	149.71	171.10	192.49	235.27	278.04	320.82	384.98
ASHEN	146.32	4,408	30.13	204.64	136.43	159.16	181.90	204.64	250.12	295.59	341.07	409.28
BARDFIELD SALING	96.53	-	0.00	174.51	116.34	135.73	155.12	174.51	213.29	252.07	290.85	349.02
BELCHAMP OTTEN	78.90	1,000	12.67	187.18	124.79	145.58	166.38	187.18	228.78	270.37	311.97	374.36
BELCHAMP ST PAUL	163.65	3,000	18.33	192.84	128.56	149.99	171.41	192.84	235.69	278.55	321.40	385.68
BELCHAMP WALTER	101.38	5,003	49.35	223.86	149.24	174.11	198.99	223.86	273.61	323.35	373.10	447.72
BIRDBROOK	149.99	13,245	88.31	262.82	175.21	204.42	233.62	262.82	321.22	379.63	438.03	525.64
BLACK NOTLEY	895.70	48,000	53.59	228.10	152.07	177.41	202.76	228.10	278.79	329.48	380.17	456.20
BORLEY	53.06	1,283	24.18	198.69	132.46	154.54	176.61	198.69	242.84	287.00	331.15	397.38
BRADWELL	218.39	7,965	36.47	210.98	140.65	164.10	187.54	210.98	257.86	304.75	351.63	421.96
BRAINTREE	14356.53	-	0.00	174.51	116.34	135.73	155.12	174.51	213.29	252.07	290.85	349.02
BULMER	274.13	9,497	34.64	209.15	139.43	162.67	185.91	209.15	255.63	302.11	348.58	418.30
BURES HAMLET	321.06	26,892	83.76	258.27	172.18	200.88	229.57	258.27	315.66	373.06	430.45	516.54
CASTLE HEDINGHAM	483.71	25,128	51.95	226.46	150.97	176.14	201.30	226.46	276.78	327.11	377.43	452.92
COGGESHALL	1789.62	154,213	86.17	260.68	173.79	202.75	231.72	260.68	318.61	376.54	434.47	521.36
COLNE ENGAINÉ	408.97	23,514	57.50	232.01	154.67	180.45	206.23	232.01	283.57	335.13	386.68	464.02
CRESSING	628.35	37,380	59.49	234.00	156.00	182.00	208.00	234.00	286.00	338.00	390.00	468.00
EARLS COLNE	1253.74	77,174	61.56	236.07	157.38	183.61	209.84	236.07	288.53	340.99	393.45	472.14
FEERING	810.22	52,987	65.40	239.91	159.94	186.60	213.25	239.91	293.22	346.54	399.85	479.82
FINCHINGFIELD	676.71	40,792	60.28	234.79	156.53	182.61	208.70	234.79	286.97	339.14	391.32	469.58
FOXEARH & LISTON	153.06	7,000	45.73	220.24	146.83	171.30	195.77	220.24	269.18	318.12	367.07	440.48
GESTINGTHORPE	181.76	6,400	35.21	209.72	139.81	163.12	186.42	209.72	256.32	302.93	349.53	419.44
GOSFIELD	576.28	32,473	56.35	230.86	153.91	179.56	205.21	230.86	282.16	333.46	384.77	461.72
GREAT BARDFIELD	526.78	32,509	61.71	236.22	157.48	183.73	209.97	236.22	288.71	341.21	393.70	472.44
GREAT MAPLESTEAD	163.55	4,903	29.98	204.49	136.33	159.05	181.77	204.49	249.93	295.37	340.82	408.98
GREAT NOTLEY	2455.89	76,133	31.00	205.51	137.01	159.84	182.68	205.51	251.18	296.85	342.52	411.02
GREAT SALING	136.18	7,341	53.91	228.42	152.28	177.66	203.04	228.42	279.18	329.94	380.70	456.84
GREAT YELDHAM	582.12	44,189	75.91	250.42	166.95	194.77	222.60	250.42	306.07	361.72	417.37	500.84
GREENSTEAD GREEN	280.37	6,573	23.44	197.95	131.97	153.96	175.96	197.95	241.94	285.93	329.92	395.90
HALSTEAD	3825.32	172,981	45.22	219.73	146.49	170.90	195.32	219.73	268.56	317.39	366.22	439.46
HATFIELD PEVEREL	1755.47	60,399	34.41	208.92	139.28	162.49	185.71	208.92	255.35	301.77	348.20	417.84
HELIONS BUMPSTEAD	181.17	14,296	78.91	253.42	168.95	197.10	225.26	253.42	309.74	366.05	422.37	506.84
HENNYS,MIDDLETON & TWINSTEAD	234.34	4,875	20.80	195.31	130.21	151.91	173.61	195.31	238.71	282.11	325.52	390.62
KELVEDON	1294.72	100,219	77.41	251.92	167.95	195.94	223.93	251.92	307.90	363.88	419.87	503.84
LITTLE MAPLESTEAD	115.53	3,442	29.79	204.30	136.20	158.90	181.60	204.30	249.70	295.10	340.50	408.60





**SCHEDULE B**

PARISH/AREA	TOTAL COUNCIL TAX £							
	A	B	C	D	E	F	G	H
ALPHAMSTONE & LAMARSH	1102.43	1286.16	1469.90	1653.64	2021.12	2388.59	2756.07	3307.28
ASHEN	1110.53	1295.61	1480.70	1665.79	2035.97	2406.14	2776.32	3331.58
BARDFIELD SALING	1090.44	1272.18	1453.92	1635.66	1999.14	2362.62	2726.10	3271.32
BELCHAMP OTTEN	1098.89	1282.03	1465.18	1648.33	2014.63	2380.92	2747.22	3296.66
BELCHAMP ST PAUL	1102.66	1286.44	1470.21	1653.99	2021.54	2389.10	2756.65	3307.98
BELCHAMP WALTER	1123.34	1310.56	1497.79	1685.01	2059.46	2433.90	2808.35	3370.02
BIRDBROOK	1149.31	1340.87	1532.42	1723.97	2107.07	2490.18	2873.28	3447.94
BLACK NOTLEY	1126.17	1313.86	1501.56	1689.25	2064.64	2440.03	2815.42	3378.50
BORLEY	1106.56	1290.99	1475.41	1659.84	2028.69	2397.55	2766.40	3319.68
BRADWELL	1114.75	1300.55	1486.34	1672.13	2043.71	2415.30	2786.88	3344.26
BRAINTREE	1090.44	1272.18	1453.92	1635.66	1999.14	2362.62	2726.10	3271.32
BULMER	1113.53	1299.12	1484.71	1670.30	2041.48	2412.66	2783.83	3340.60
BURES HAMLET	1146.28	1337.33	1528.37	1719.42	2101.51	2483.61	2865.70	3438.84
CASTLE HEDINGHAM	1125.07	1312.59	1500.10	1687.61	2062.63	2437.66	2812.68	3375.22
COGGESHALL	1147.89	1339.20	1530.52	1721.83	2104.46	2487.09	2869.72	3443.66
COLNE ENGAINÉ	1128.77	1316.90	1505.03	1693.16	2069.42	2445.68	2821.93	3386.32
CRESSING	1130.10	1318.45	1506.80	1695.15	2071.85	2448.55	2825.25	3390.30
EARLS COLNE	1131.48	1320.06	1508.64	1697.22	2074.38	2451.54	2828.70	3394.44
FEERING	1134.04	1323.05	1512.05	1701.06	2079.07	2457.09	2835.10	3402.12
FINCHINGFIELD	1130.63	1319.06	1507.50	1695.94	2072.82	2449.69	2826.57	3391.88
FOXEARH & LISTON	1120.93	1307.75	1494.57	1681.39	2055.03	2428.67	2802.32	3362.78
GESTINGTHORPE	1113.91	1299.57	1485.22	1670.87	2042.17	2413.48	2784.78	3341.74
GOSFIELD	1128.01	1316.01	1504.01	1692.01	2068.01	2444.01	2820.02	3384.02
GREAT BARDFIELD	1131.58	1320.18	1508.77	1697.37	2074.56	2451.76	2828.95	3394.74
GREAT MAPLESTEAD	1110.43	1295.50	1480.57	1665.64	2035.78	2405.92	2776.07	3331.28
GREAT NOTLEY	1111.11	1296.29	1481.48	1666.66	2037.03	2407.40	2777.77	3333.32
GREAT SALING	1126.38	1314.11	1501.84	1689.57	2065.03	2440.49	2815.95	3379.14
GREAT YELDHAM	1141.05	1331.22	1521.40	1711.57	2091.92	2472.27	2852.62	3423.14
GREENSTEAD GREEN	1106.07	1290.41	1474.76	1659.10	2027.79	2396.48	2765.17	3318.20

**SCHEDULE B**

PARISH/AREA	TOTAL COUNCIL TAX £							
	A	B	C	D	E	F	G	H
HALSTEAD	1120.59	1307.35	1494.12	1680.88	2054.41	2427.94	2801.47	3361.76
HATFIELD PEVEREL	1113.38	1298.94	1484.51	1670.07	2041.20	2412.32	2783.45	3340.14
HELIONS BUMPSTEAD	1143.05	1333.55	1524.06	1714.57	2095.59	2476.60	2857.62	3429.14
HENNYS,MIDDLETON & TWINSTEAD	1104.31	1288.36	1472.41	1656.46	2024.56	2392.66	2760.77	3312.92
KELVEDON	1142.05	1332.39	1522.73	1713.07	2093.75	2474.43	2855.12	3426.14
LITTLE MAPLESTEAD	1110.30	1295.35	1480.40	1665.45	2035.55	2405.65	2775.75	3330.90
LITTLE YELDHAM, TILBURY JUXTA CLARE, & Ovington	1107.76	1292.39	1477.01	1661.64	2030.89	2400.15	2769.40	3323.28
PANFIELD	1122.77	1309.89	1497.02	1684.15	2058.41	2432.66	2806.92	3368.30
PEBMARSH	1113.61	1299.21	1484.81	1670.41	2041.61	2412.81	2784.02	3340.82
PENTLOW	1121.65	1308.59	1495.53	1682.47	2056.35	2430.23	2804.12	3364.94
RAYNE	1122.00	1309.00	1496.00	1683.00	2057.00	2431.00	2805.00	3366.00
RIDGEWELL	1144.10	1334.78	1525.47	1716.15	2097.52	2478.88	2860.25	3432.30
RIVENHALL	1118.14	1304.50	1490.85	1677.21	2049.92	2422.64	2795.35	3354.42
SHALFORD	1125.82	1313.46	1501.09	1688.73	2064.00	2439.28	2814.55	3377.46
SIBLE HEDINGHAM	1132.75	1321.55	1510.34	1699.13	2076.71	2454.30	2831.88	3398.26
SILVER END	1128.94	1317.10	1505.25	1693.41	2069.72	2446.04	2822.35	3386.82
STAMBOURNE	1121.10	1307.95	1494.80	1681.65	2055.35	2429.05	2802.75	3363.30
STEEPLE BUMPSTEAD	1134.43	1323.50	1512.57	1701.64	2079.78	2457.92	2836.07	3403.28
STISTED	1120.01	1306.68	1493.35	1680.02	2053.36	2426.70	2800.03	3360.04
STURMER	1114.16	1299.85	1485.55	1671.24	2042.63	2414.01	2785.40	3342.48
TERLING & FAIRSTEAD	1121.06	1307.90	1494.75	1681.59	2055.28	2428.96	2802.65	3363.18
TOPPESFIELD	1136.99	1326.49	1515.99	1705.49	2084.49	2463.49	2842.48	3410.98
WETHERSFIELD	1126.89	1314.70	1502.52	1690.33	2065.96	2441.59	2817.22	3380.66
WHITE COLNE	1125.45	1313.03	1500.60	1688.18	2063.33	2438.48	2813.63	3376.36
WHITE NOTLEY & FAULKBOURNE	1123.03	1310.20	1497.37	1684.54	2058.88	2433.22	2807.57	3369.08
WICKHAM ST PAUL	1143.81	1334.45	1525.08	1715.72	2096.99	2478.26	2859.53	3431.44
WITHAM	1131.57	1320.17	1508.76	1697.36	2074.55	2451.74	2828.93	3394.72