

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

21 February 2024

at

6.30pm



North Warwickshire Borough Council

Steve Maxey BA (Hons) Dip LG Solicitor
Chief Executive

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Date : 13 February 2024

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 21 February 2024 at 6.30pm.

The following business will be transacted:

- 1 Evacuation Procedure.
- 2 Apologies for absence / Members away on official Council business.
- 3 Declarations of Personal or Prejudicial Interest.
- 4 The Mayor to move, in accordance with Standing Order No 6(1):

“That the minutes of the Meeting of the Council held on 6 December 2023 and the Extraordinary Meeting of the Council held on 8 January 2024 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 **Appointment of the Member Responsible for Housing Complaints –**
Report of the Chief Executive and Director of Housing

Summary

This report asks the Council to approve the appointment of the ‘Member Responsible for Housing Complaints’.

The Contact Officers for this report are Steve Maxey (719438) and Angela Coates (719369)

- 8 To receive and consider the minutes and notes of the meetings of the
Planning and Development Board –11 December 2023, 8 January
and 5 February 2024 (Pages 119 to 128)
circulated herewith and to make the necessary Orders thereon.
- 9 To receive and consider the minutes and notes of the meeting of the
Special Sub-Group – 12 December 2023, 9 January and 13 February
2024 (Pages 129 to 132) (Page 132 to follow)
circulated herewith and to make the necessary Orders thereon.
- 10 To receive and consider the minutes and notes of the meeting of the
Community and Environment Board – 22 January 2024 (Pages 133
to 136)
circulated herewith and to make the necessary Orders thereon.
- 11 To receive and consider the minutes and notes of the meeting of the
Resources Board – 29 January 2024 (Pages 137 to 141)
circulated herewith and to make the necessary Orders thereon.
- 12 To receive and consider the minutes and notes of the meeting of the
Alcohol and Gambling Licensing Sub-Committee – 30 January
2024 (Page 142)
circulated herewith and to make the necessary Orders thereon.
- 13 To receive and consider the minutes and notes of the meeting of the
Taxi and General Licensing Sub-Committee – 30 January 2024
(Pages 143 to 144)
circulated herewith and to make the necessary Orders thereon.
- 14 To receive and consider the minutes and notes of the meeting of the
Local Development Framework Sub-Committee – 31 January 2024
(Pages 145 to 146)
circulated herewith and to make the necessary Orders thereon.

15 To receive and consider the minutes and notes of the meeting of the

a **Executive Board** – 12 February 2024 (Pages 147 to 152)

circulated herewith and to make the necessary Orders thereon.

To receive and consider the recommendations of the meeting of the

b **Executive Board** – 12 February 2024

(i) **Water Orton Conservation Area Designation** (Appendix 1)

That the designation of the extended Water Orton Conservation Area, associated Appraisal and Management Plan be approved;

(ii) **The Proposed 3 Year Capital Programme 2024/25 to 2026/27** (Appendix 2)

That the prudential indicators set out in Section 9 of the Interim Corporate Director – Resources (Section 151 Officer), be approved;

(iii) **General Fund Revenue Estimates Summary – 2023/24 Revised and Tax Set 2024/25** (Appendix 3)

a That the revised budget for 2023/24, as set out in Appendices A and B to the report of the Interim Corporate Director – Resources (Section 151 Officer), be approved;

b That the revenues estimates for 2024/25, as set out in Appendices A & B to the report of the Interim Corporate Director – Resources (Section 151 Officer), be approved;

c That the Council Tax base for 2024/25, as set out in Appendix C to the report of the Interim Corporate Director – Resources (Section 151 Officer), be noted;

d That a Council Tax increase of 2.99% £6.84 per annum (13p per week) on a Band D property for 2024/25, be approved;

e That the transfer of £2,611,310 from the Business Rates Fluctuation Reserve to fund the vehicles capital programme from 2023/24 to 2027/28 be approved;

f That the minimum general fund balances of £1.2m as risk assessed by the Section 151 Officer and set out in Appendix E to the report of the Interim Corporate Director – Resources (Section 151 Officer), be approved;

g That a review of the revenue and capital specific reserve funds be approved; and

h That a Council Tax resolution be prepared for consideration by the Council, using the recommendation agreed by this Board.

(iv) **Pay Policy Statement** (Appendix 4)

That the Pay Policy Statement 2024/25 be adopted;

(v) **External Auditors Annual Report 2020/21** (Appendix 5)

That the Annual Audit Report 2020/21, attached as Appendix A to the report of the Corporate Director – Resources (Section 151 Officer), be noted; and

(vi) **Electoral Review – Future Council Size** (Appendix 6)

That the draft Council Size Report, attached at Appendix A to the report of the Chief Executive, be submitted to the Local Government Boundary Commission (LGBCE).

circulated herewith to make the necessary decisions thereon.

16 To receive and consider any Notice of Motion under Standing Order No 10.

17 To authorise the Chief Executive, in accordance with Article 11.05 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, including any passed during part of the meeting which is held in private.

18 **Exclusion of the Public and Press**

To consider, in accordance with Section 100A(4) of the Local Government Act 1972, whether it is in the public interest that 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.

19 The Mayor to move, in accordance with Standing Order No 6(1):

“That the exempt extract of the minutes of the Meeting of the Council held on 6 December 2023 be approved as a correct record”.

20 **Member Approval of Absence Report** - Report of the Chief Executive and Monitoring Officer

The Contact Officers for this report are Steve Maxey (719438) and Ravinder Singh Johal (719251).

21 To receive and consider the exempt extract of the minutes and notes of the
Planning and Development Board – 11 December 2023 (Pages 158 to 159)

circulated herewith and to make the necessary Orders thereon.

22 To receive and consider the exempt extract of the minutes and notes of the
Special Sub-Group – 12 December 2023, 9 January and 13 February 2024 (Pages 160 to 162) (Page 162 to follow)

circulated herewith and to make the necessary Orders thereon.

23 To receive and consider the exempt extract of the minutes and notes of the
Resources Board –29 January 2024 (Pages 163 to 164)

circulated herewith and to make the necessary Orders thereon.

24 To receive and consider the exempt extract of the minutes and notes of the
a **Executive Board** –12 February 2024 (Page 165)

circulated herewith and to make the necessary Orders thereon.

To receive and consider the recommendations of the meeting of the

b **Executive Board** 12 February 2024

Staffing Matter (Appendix 7)

That recommendation (a) - (d), as set out in the report of the Management Team and Head of Human Resources, be approved.

circulated herewith and to make the necessary decisions thereon.

Yours faithfully



Chief Executive

**MINUTES OF THE MEETING OF THE
NORTH WARWICKSHIRE BOROUGH COUNCIL
HELD AT THE COUNCIL HOUSE
ON WEDNESDAY 6 DECEMBER 2023**

Present: Councillor Humphreys in the Chair

Councillors Barnett, Bates, Bell, Chapman, Clews, Davey, Dirveiks, Farrow, Fowler, Gosling, Hayfield, Hobley, Jackson, Jarvis, Jenns, Melia, Osborne, Parsons, H Phillips, O Phillips, Reilly, Ridley, Ririe, Simpson, Singh, Smith, Stuart, Symonds, Taylor, Watson, Whapples, A Wright and D Wright.

Apologies for absence were received from Councillor Turley

43 Disclosable Pecuniary and Non-Pecuniary Interests

None were declared at the meeting.

44 Minutes of the Meeting of the Council held on 27 September 2023

The minutes of the meeting of the Council held on 27 September 2023 were approved as a correct record and signed by the Mayor.

45 Mayor's Announcements

The Deputy Mayor, Councillor Hayfield attended a Memorial to Road traffic deaths in Warwick on behalf of the mayor due to medical reasons

46 Questions Pursuant to Standing Order No 7

The following questions were received pursuant to Standing Order No 7:-

Fiona Wardle

Have seen a post on Facebook from Councillor Gosling that the Hardship Fund should be targeted at those earning below £25,000 per year. People on minimum wage get support by way of Universal Credit, where eligible, however us full time workers earning 28k get NO UC support.

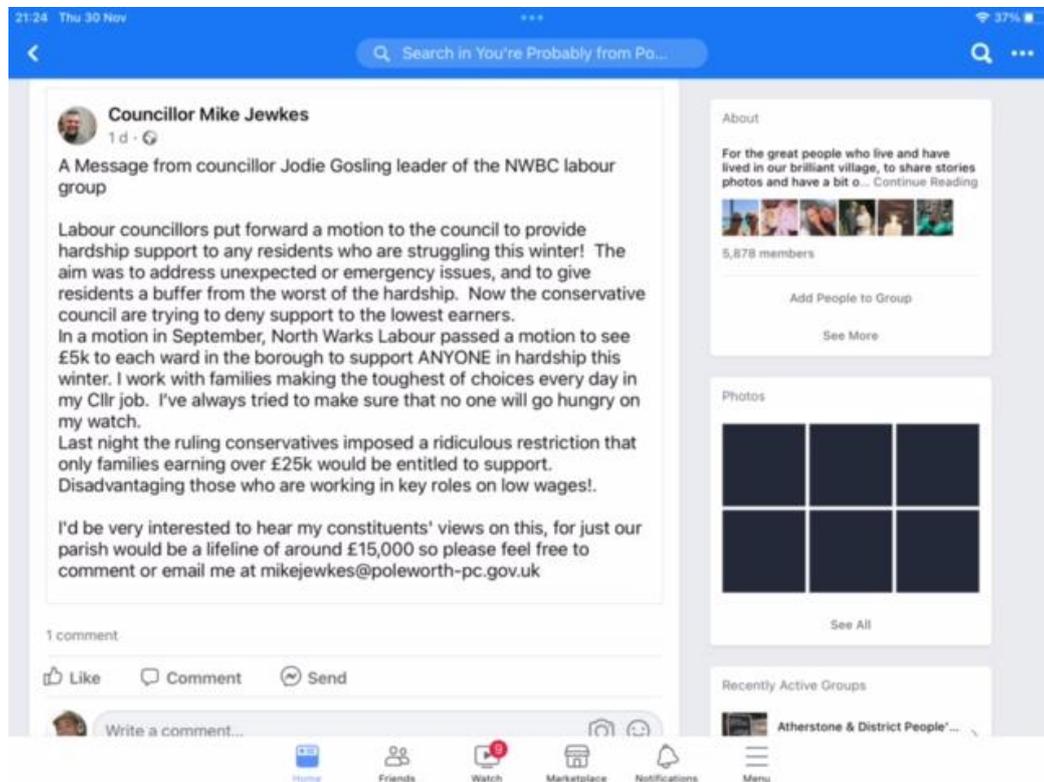
As we earn too much, we get no help with our bills, food shop, council tax, no boiler grants, no grants for household improvements, no help from any source etc, but those who claim UC to top up their wages get help with many many things listed above.

Those who claim UC have far more than people like me who work 40 hours, I have a partner who has had a stroke and was denied PIP and as he was self-employed, he cannot claim UC. I'm struggling with not only my household running cost but keeping 2 adults on 28k ...so that equates to 14k each. So, where's the hardship, certainly not with those on minimum wage.

So, to put it in simple terms those on minimum wage are actually better off financially than I am earning 28k. Because claiming UC opens far more doors for them than it does us. So, in this instance I am all for us working class earning 25k+ to be the ones who get help.

My question therefore is who is going to help us that earn just too much to claim UC, because are earning just over the threshold?

I look forward to your response.



Question from Mike Jewkes

Good evening all, I think you all know me by now I have multiple interests in the wellbeing of constituents of north Warwickshire, as Polesworth parish councillor for Polesworth east, disability officer for north Warwickshire and Bedworth and as chair of my branch. It's not an empire Mr mayor however I will say it is a lot of people to whom I am avowed to do my utmost to assist.

Imagine my dismay at what I saw on the 27th of November exec board to see a councillor from Dordon agreeing to exclude the most vulnerable from a scheme set up to assist hardship after seeing on the county councils' own pages Dordon is the most deprived area in our constituency. I wonder if they would like to explain to their food bank, food bank users and to the parents who are having to come and ask for help for their Christmas this year why only those earning over 25k can access this hardship funding.

My perspective on this is it should be a fund open to all who are in hardship, yes as you say there is other help, but also as stated at the exec board by Cllr Jodie gosling if help is available elsewhere you must go there first. By dismissing those in the lower end of the spectrum TWICE you are attempting to flip flop and side step your responsibilities as councillors after all our jobs are to serve and represent everyone in the ward that you are elected to (and not just those who voted for you), along with bringing people together.

I hear day in day out from members of my community how difficult things are for them currently, mainly from the elderly and infirm, currently they are struggling to cook so I have a local business who has offered to assist if I can get access to our community rooms in monument view and paddocks close, they are even willing to deliver. No one is ever excluded from these projects as is the case of food banks and any other hardship resolution we can come up with in our areas. The problem is we constantly have to fight for access to the community rooms in polesworth and still can't even with such a community-oriented project, So I am now asking you to please help us here too I live next to the one in monument view, it is currently used for 2 hrs on a Thursday for bingo none of those who pay a subsidy in my block are able to use it due to our ages BUT there is a need whereby we could USE A COMMUNITY ROOM FOR COMMUNITY PROJECTS and constantly we hit a brick wall.

Also do the right thing and Remove this 25k floor on assistance and encourage all including those on such salaries to join the community projects, this way we can help in both the general health and wellbeing of our communities but also remove the social isolation many suffer at this time of year and build proper community cohesion which in part after all is why we are councillors.
Index of Multiple Deprivation.

The Index of Multiple Deprivation (IMD) is the official measure of relative deprivation for small areas (or neighbourhoods) in England. The Index of Multiple Deprivation ranks every small area (LSOA) in England from 1 (most deprived area) to 32,844 (least deprived area).

Within the table below, decile 1 represents the most deprived 10% of LSOAs in England while decile 10 shows the least deprived 10% of areas.

More information on IMD can be found here

<https://www.gov.uk/government/statistics/english-indices-of-deprivation-2019>.

The table and map below show the decile for each LSOA within Polesworth JSNA area.

LSOA Index of Multiple Deprivation (IMD) Decile (2019) Income Decile (2019) Income Deprivation Affecting Children Index (IDACI) Decile (2019) Income Deprivation Affecting Older People (IDAOPI) Decile (2019)

Baddesley Ensor West	5	5	5	5
Grendon, Bradley Green & Whittington	6	8	7	7
Baddesley Common, Baxterley & Merevale	5	6	6	7
Dordon Rural	5	5	6	4
Dordon Village	4	3	2	4
Warton & Shuttington	6	6	6	6
Newton Regis, Austrey & Seckington	9	8	8	7
Polesworth East - St. Helena	5	5	5	5

Polesworth East - Station	7	6	7	6
Polesworth West - School	9	9	8	8
Polesworth West - Birchmoor & Pooley Fields	8	7	6	7

[JSNA_Deprivation_2019_RB2 | Polesworth | Report Builder for ArcGIS \(warwickshire.gov.uk\)](#)

The response from Councillor David Wright, Leader of the Council was:-

I would like to thank both Ms Wardle and Councillor Jewkes for their questions.

Clearly this is an issue that we are going to debate later in the agenda and the questions are therefore timely, but also very interesting.

It is clear that there is more than just the view that we should target all of our support schemes to those in receipt of benefits. Our view that we should not with regard to this scheme is not, as it has been portrayed, specifically ignoring those in that category but a reflection that those not in receipt of benefits also need support, as very clearly set out by Ms Wardle.

The Hardship Scheme is not the totality of the support available to residents nor does it represent all the work the Council does with its partners on the issue of cost-of-living pressures. The Hardship Fund is a very small amount of funding and therefore needs to be targeted, as with all finite schemes or budgets. Targeting it to one group is not being 'anti' any other group. Our Officers' view is that other support can continue to be offered to those in receipt of benefits, such that we can target this particular fund to other groups.

As an example of this work across all groups, the Government last week invited Integrated Care Boards working with Council partners to bid for funding under the 'Work Well scheme' which seeks to help those with health conditions remain or return to the workplace. This scheme is very important given that being in work improves health, living standards and wellbeing, and reduces poverty. The Chief Executive has written to the ICB and County Council (as the eligible applicants) asking them to make a bid given the relatively high levels of people in North Warwickshire who cannot currently work due to health issues. The Government have allocated £2 billion for this wider work nationally, with £57 million being made available in the first phase of the Work Well scheme in 15 areas. That level of support very significantly outweighs the funding available in the Hardship scheme.

47 Parking Task and Finish Group

The Chief Executive sought approval to change one of the Labour Group representatives on the Parking Task and Finish Group.

Resolved:

That Councillor Taylor replace Councillor H Phillips on the Parking Task and Finish Group.

48 **Minutes of the meetings of the Planning and Development Board - 9 October and 6 November 2023.**

It was proposed by Councillor Simpson, seconded by Councillor Jarvis and

Resolved:

- a **That the minutes of the Planning and Development Board held on 9 October 2023 be approved and adopted;**
- b **That the minutes of the Planning and Development Board held on 6 November 2023 be approved and adopted, subject to:**

Caldecote Conservation Area Designation

That the extent of the Caldecote Conservation Area and associated appraisal be approved.

49 **Minutes of the Community and Environment Board - 16 October 2023**

It was proposed by Councillor Bell, seconded by Councillor Melia and

Resolved:

That the minutes of the Community and Environment Board held on 16 October 2023 be approved and adopted.

50 **Minutes of the Resources Board - 13 November 2023**

It was proposed by Councillor Symonds, seconded by Councillor Fowler and

Resolved:

That the minutes of the Resources Board held on 13 November 2023 be approved and adopted.

51 **Minutes of the Executive Board - 27 November 2023**

It was proposed by Councillor D Wright, seconded by Councillor Symonds and

Resolved:

That the minutes of the Executive Board held on 27 November 2023 be approved and adopted subject to:

(i) External Auditors' Report

- a That the contents of the Audit Planning report, attached at Appendix A to the report of the Interim Corporate Director – Resources be noted; and
- b That the Audit Results, presented as Appendix B to the report of the Interim Corporate Director – Resources, be approved, subject to any changes required as a result of the updated IAS19 report which takes account of the Pension Fund 2020/21, and the Section 151 Officer, in consultation with the Chair of the Executive Board, be given delegated authority to sign off the Letter of Representation when the audit is complete;

(ii) Adoption of Dordon Neighbourhood Plan

That the Dordon Neighbourhood Plan be adopted and it form part of the Development Plan for North Warwickshire;

(iii) Budgetary Control Report 2023/23 Period Ended 31 October 2023

That the report be noted;

(iv) Medium Term Financial strategy 2023 - 2026

- a That the Medium-Term Financial Strategy, attached as Appendix A to the report of the Interim Corporate Director – Resources, be approved;
- b That the General Fund budget projections for 2023/24 to 2027/28 be noted;
- c That the approach for balancing the Medium-Term Budget, as set out in section 6 and Table 2 of the report of the Interim Corporate Director – Resources, be adopted;
- d That a supplementary estimate of up to £300,000 for Agency/Interim staff be approved;
- e That a supplementary estimate of up to £100,000 for progressing the invest to save work on Asset Management be approved;
- f That the strategy for increasing the council tax to the maximum level approved by the Government be approved;

- g That the guiding principles, as detailed in Appendix A section 9.5.2, to the report of the Corporate Director – Resources, for setting and reviewing fees and charges, be adopted;

(v) Financial Inclusion

- a That the update on the Financial Inclusion work of the Council be noted;
- b That the criteria for the Financial Hardship Fund, attached as Appendix A to the report of the Chief Executive and Interim Corporate Director – Resources, be adopted;
- c That the actions suggested in Minute No 44 be approved.

(vi) Calendar of Meetings 2023/24 and 2024/25

- a That the revised calendar of meetings for 2023/24, as submitted at Appendix A to the report of the Chief Executive; and
- b That the draft calendar of meetings for 2024/25, as submitted at Appendix B to the report of the Chief Executive, be approved.

52 Notice of Motion under Standing Order No 10

The following Notice of Motion was proposed by Councillor Gosling and Seconded by Councillor Hobleby.

“A large number of our resident are facing significant challenges and inconvenience due to the decisions made by Severn and Trent water in our local area, to recognise and support them we would like for the Council to note that there are considerable issues relating to the performance of Severn Trent Water Authority in North Warwickshire, including (but not limited to) flooding, maintenance of drainage ditches etc, burst pipes, lead contamination, shared supply issues and sewage breaches which have gone unaddressed for too long.

Therefore, we request that officers seek and attend a meeting with representatives from Severn Trent Water Authority to address these local issues and create a forward developing plan to ensure stability for homeowners across all wards moving forwards.

Furthermore, we request that a full survey of pipelines, drainage ditches, sewage systems etc be carried to establish ownership and maintenance responsibility across and between Severn Trent Water authority, North Warwickshire Borough Council and Warwickshire County Council to illuminate any further lapses of accountability”.

An amendment to the Motion was then proposed by Councillor Taylor and seconded by Councillor D Wright.

“A large number of our resident are facing significant challenges and inconvenience due to the decisions made by Severn and Trent water in our local area, to recognise and support them we would like for the Council to note that there are considerable issues relating to the performance of Severn Trent Water Authority in North Warwickshire, including (but not limited to) flooding, maintenance of drainage ditches etc, burst pipes, lead contamination, shared supply issues and sewage breaches which have gone unaddressed for too long.

Therefore, we request that officers seek and attend a meeting with representatives from Severn Trent Water Authority to address these local issues and create a forward developing plan to ensure stability for homeowners across all wards moving forwards.”

Upon being put to the meeting the Mayor declared the substantive Motion to be carried.

53 Common Seal

It was proposed by Councillor Osborne and seconded by Councillor Davey and

Resolved:

That the Chief Executive be authorised to affix the Common Seal to any Orders, Deeds and Documents as necessary to give effect to the decisions of the Council, including any passed during part of the meeting which is held in private, in accordance with Article 11.05 of the Articles of the Constitution.

54 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.

55 Exempt Extract of the Minutes of Executive Board – 27 November 2023

It was proposed by Councillor Wright, seconded by Councillor Simpson and

Resolved:

That the exempt extract of the minutes of the meeting of the Executive Board held on 27 November 2023 be approved and adopted subject to;

(i) Staffing Matter

That the recommendation as set out in the report of the Chief Executive be approved; and

(ii) Commercial Housing Company feasibility study

That the recommendation set out in the report of the Chief Executive be approved.

**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
ON MONDAY 8 JANUARY 2024**

Present: Councillor Humphreys in the Chair.

Councillors Bell, Chapman, Clews, Davey, Fowler, Gosling, Hobley, Parsons, H Phillips, O Phillips, Reilly, Ridley, Ririe, Smith and Stuart

Apologies for absence were received from Councillors Barnett, Bates, Dirveiks, Farrow, Hayfield, Jackson, Jarvis, Jenns, Melia, Osbourne, Simpson, Singh, Symonds, Taylor, Turley, Watson, Whapples, A Wright and D Wright

56 Disclosable Pecuniary and Non-Pecuniary Interests

None were declared at the meeting.

57 Adoption of Nether Whitace Neighbourhood Plan

The Chief Executive informed the Members of the progress of the Nether Whitacre Neighbourhood Plan and sought approval in accordance with Section 16 of the Neighbourhood Planning (General) Regulations 2012.

Resolved:

That the Nether Whitacre Neighbourhood Plan be adopted and form part of the Development Plan for North Warwickshire.

58 Common Seal

It was proposed by Councillor Gosling and seconded by Councillor Davey and

Resolved:

That the Chief Executive be authorised to affix the Common Seal to any Orders, Deeds and Documents as necessary to give effect to the decisions of the Council, including any passed during part of the meeting which is held in private, in accordance with Article 11.05 of the Articles of the Constitution.

Chairman of the next ensuing meeting of the Council

Agenda Item No 7

Council

21 February 2024

**Appointment of the Member
Responsible for Housing
Complaints**

**Report of the Chief Executive and Director
of Housing**

1 Summary

- 1.1 This report asks the Council to approve the appointment of the 'Member Responsible for Housing Complaints'.

Recommendation to Council

That the Council appoints Councillor Clews as the Member Responsible for Housing Complaints

2 Report

- 2.1 As Members will be aware, there has been a review of the Housing complaints process as part of changes to how social housing is regulated. In particular a new Complaint Handling Code has been introduced which becomes law from 1 April 2024. The [Code](#) aims to achieve best practice in complaint handling and ultimately to provide a better service to residents, and sits alongside the Social Housing Regulators Consumer Standards and compliments the enforcement powers of the Regulator.
- 2.2 The Housing Working Group have received regular reports as has the Resources Board. Most of the changes stem from the Social Housing (Regulation) Act 2023. The Act includes increased regulation of social landlords and new rules for protecting tenants from serious hazards in their homes. Many of the provisions in the Act are responses to the tragedies of the 2017 Grenfell Tower fire and death of two-year old Awaab Ishak, who died in 2020 from exposure to serious mould.
- 2.3 One new requirement is for the Council to formally designate a Councillor as the 'Member Responsible for Housing Complaints'. It is suggested that Councillor Clews be appointed given that she chairs the Housing Working Group.

The Contact Officers for this report are Steve Maxey (719438) and Angela Coates (719369).

NORTH WARWICKSHIRE BOROUGH COUNCIL

**MINUTES OF THE
PLANNING AND DEVELOPMENT BOARD**

11 December 2023

Present: Councillor Simpson in the Chair

Councillors Bates, Bell, Chapman, Dirveiks, Fowler, Gosling, Hayfield, Hobley, Humphreys, Jarvis, H Phillips, O Phillips, Reilly, Ridley and Ririe

Apologies for absence were received from Councillor Parsons (Substitute O Phillips)

Also in attendance was Councillor D Wright who, with the permission of the Chair, spoke in support of Minute No 56d (Fir Tree Farm, Breach Oak Lane, Fillongley, CV7 8DE)

53 Disclosable Pecuniary and Non-Pecuniary Interests

When considering Minute No 56g (Workshop, Manor Road, Mancetter, CV9 1QL) Councillor Ridley declared a non-pecuniary interest by reason of being a customer of the applicant and took no part in the discussion or voting thereon.

54 Minutes

The minutes of the meeting of the Planning and Development Board held on 6 November 2023, copies having previously been circulated, were approved as a correct record, and signed by the Chairman.

55 Budgetary Control Report 2023/24 Period Ended 31 October 2023

The Interim Corporate Director – Resources reported on revenue expenditure and income for the period from 1 April 2023 to 31 October 2023. The 2023/2024 budget and the actual position for the period, compared with the estimate at that date, were given, together with an estimate of the outturn position for services reporting to the Board.

Resolved

That the report be noted.

56 **Planning Applications**

The Head of Development Control submitted a report for the consideration of the Board.

Resolved:

- a) **That in respect of Application No's PAP/2023/0062 and PAP/2023/0334 (Whitehall Farm, Atherstone Road, Hartshill, Nuneaton, Warwickshire, CV10 0TB)**
 - a) **PAP/2023/0062 – In accordance with the location plan received on 13 September 2023 and the proposed plans and elevations received on 1 August 2023, the development may proceed; and**
 - b) **PAP/2023/0334 - In accordance with the location plan received on 17 August 2023 and the proposed site plan, floor plans and elevations received on 31 July 2023, the development may proceed;**

[Speaker: James Hammond]

- b) **That in respect of Application No CON/2023/0019 - (Land 290 Metres North West Of Greenacre, Caldecote Lane, Caldecote, Warwickshire) the Council objects to the proposal on the grounds that the landscape mitigation is inadequate to reduce the cumulative significant visual, landscape and heritage harms caused. The proposal does not therefore accord with policies LP14 and LP15 of the North Warwickshire Local Plan 2021. Additionally, it has not been demonstrated that the proposal would not give rise to adverse noise impacts, as such it does not accord with policy LP29(9) of the 2021 Local Plan;**
- c) **That in respect of Application CON/2023/0026 (Twycross Zoological Park, Burton Road, Norton Juxta, Twycross) the Council has no objection in principle but lodges a holding objection at this time as it has not been shown that access to this site cannot be achieved from the A444, thus eliminating the potential for traffic to use Orton Hill and having to travel through the North Warwickshire rural highway network;**
- d) **That Application No PAP/2023/0093 (Fir Tree Farm, Breach Oak Lane, Fillongley, CV7 8DE) be granted subject to conditions to be agreed by the Head of Development Control in consultation with the Chairman and Opposition Spokesperson;**

[Speakers: Charles Holt and John Nightingale]

- e That Application No PAP/2022/0522 (Land Adjacent To Dog Inn, Marsh Lane, Water Orton) be granted subject to the conditions set out in the report of the Head of Development Control;

[Speaker: Altine Elias]

- f That Application No PAP/2023/0057 (Packington Lane Farm, Packington Lane, Coleshill, B46 3JJ) be granted subject to the conditions set out in the report of the Head of Development Control and the completion of a legal agreement revoking the Certificate at Brook Farm without a claim for compensation; and
- g That in respect of Application No's PAP/2023/0280 and PAP/2023/0283 (Workshop, Manor Road, Mancetter, CV9 1QL)
 - a) PAP/2023/0280 – The extension be granted subject to the conditions set out in the report of the Head of Development Control; and
 - b) PAP/2023/0283 – Car Sales be granted subject to the conditions set out in the report of the Head of Development Control but with a review of condition number 7 regarding online sales to be agreed by the Head of Development Control in consultation with the Chairman of the Board together with the Opposition Spokesperson.

[Speaker: Craig Phillipson]

57 The Levelling Up and Regeneration Act 2023

The Head of Development Control drew attention to the enactment of this piece of major planning legislation.

Resolved:

That the report be noted and that further reports be brought to the Board in due course outlining the details of the changes to the preparation of local plan policy and the determination of planning applications.

58 Tree Preservation Orders - Land East of Chase Cottage, Purley Chase Lane, Mancetter

The Head of Development Control sought to replace an existing temporary order, once lapsed on 22 December 2023, with a second order that included twenty individual trees within the previous Group order. The second Order took into account the representations received on the initial Order.

Resolved:

- a That the issue of a Tree Preservation Order for the protection of 20 trees on land to the east side of Chase Cottage Purley Chase Lane Mancetter be confirmed; and**
- b That the previous Group order at Chase Cottage, Purley Chase Lane, Mancetter not be confirmed.**

59 Appeal Update

The Head of Development Control brought Members up to date with recent appeal decisions.

Resolved:

That the report be noted.

60 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 paragraphs 5 and 6 of Schedule 12A to the Act

61 Authorisation to seek Injunction to prevent further unauthorised development and begin prosecution proceedings

The Head of Legal Services brought Members up to date with recent developments.

Resolved:

- a That authorisation to begin injunctive proceedings to prevent further unauthorised development of land, for the reasons outlined in the report of the Head of Legal Services, be granted: and**
- b That authorisation to begin prosecution proceedings for breach of the existing court order be granted.**

62 Consideration of Enforcement Notice

The Head of Development Control brought Members up to date with recent developments.

Resolved

- a That the Council considers that it is expedient to serve an Enforcement Notice under Section 172 of the Town and Country Planning Act 1990 for the reasons set out in the report of the Head of Development Control;**
- b That the final details for the description of required works and the associated Notice Plan, be delegated to Officers; and**
- c That the compliance period from the date of the Notice be agreed.**

M Simpson
Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

8 January 2024

Present: Councillor Reilly in the Chair

Councillors Bell, Chapman, Clews, Davey, Fowler, Gosling, Hobley, Humphreys, Parsons, H Phillips, O Phillips, Ridley, Ririe and Smith

Apologies for absence were received from Councillors Bates (Substitute Davey), Dirveiks (Substitute O Phillips) Hayfield, Jarvis (Substitute Smith) and Simpson (Substitute Clews).

Also in attendance was Councillor Stuart

63 **Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared.

64 **Minutes**

The minutes of the meeting of the Planning and Development Board held on 11 December 2023, copies having previously been circulated, were approved as a correct record, and signed by the Chairman.

65 **Planning Applications**

The Head of Development Control submitted a report for the consideration of the Board.

Resolved:

- a **That in respect of Application No PAP/2023/0516 (Bus Station Car Park, Station Street, Atherstone) it be confirmed that the works may proceed subject to the conditions set out in the report of the Head of Development Control;**
- b **In respect of Application Nos PAP/2023/0421 and PAP/2023/0422 (W H Smith And Sons (tools) Ltd, Water Orton Lane, Minworth, Sutton Coldfield, B76 9BG)**
 - a) **That the Board is minded to grant planning permission for both applications in principle and that as a consequence, they are both referred to the Secretary of State as being "Green Belt development" under the 2021 Direction to see if he wishes to call-in either of them for his own determination;**

- b) **If there is no intervention, then planning permissions are granted subject to the conditions, together with other conditions arising from the final consultation responses from the Environment Agency, the Lead Local Flood Authority and the County Ecologist; and**
- c) **If either the Environment Agency, the Lead Local Flood Authority or the Ecologist maintains an objection, the cases are referred back to the Board, notwithstanding the response from the Secretary of State.**

[Speaker: Peter Frampton]

66 Infrastructure Funding Statement

The Head of Development Control outlined the Council's Infrastructure Funding Statement for 2023.

Resolved:

That the Board convenes a representative group of Members to meet to discuss 106 matters and that the County Council also be invited to attend. Additionally officers are asked to arrange for Member training on Section 106 matters.

67 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 paragraphs 5 and 6 of Schedule 12A to the Act.

68 Exempt extract of the Minutes of the meeting of the Planning and Development Board held on 11 December 2023

That the exempt extract of the Minutes of the meeting of the Planning and Development Board held on 11 December 2023, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

M Simpson
Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

5 February 2024

Present: Councillor Simpson in the Chair

Councillors Bates, Bell, Chapman, Dirveiks, Fowler, Gosling, Hayfield, Hobley, Humphreys, Jarvis, Parsons, H Phillips, Ridley and Ririe

Apologies for absence were received from Councillor Riley (Substitute Clews)

69 **Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared.

70 **Minutes**

The minutes of the meeting of the Planning and Development Board held on 8 January 2024, copies having previously been circulated, were approved as a correct record, and signed by the Chairman.

71 **Review of Fees for Local Land Charges**

The Head of Development Control reported on the increase of charges for applications for the local Land Charges service provided by the Council.

Resolved

- a That the increase of fees for the Local Land Charges search activity in accordance with the schedule set out in Paragraph 5.1.2 of the report of the Head of Development Control , effective from 1 April 2024 be approved;**
- b That the effects of the revised charging schedule be reported back to the Board after six months; and**
- c That an explanatory note clarifying the technical terms within the Officer report be circulated to the Members of the Board.**

72 General Fund Revenue Budget – 2023/24 Revised and 2024/25 Estimates, Fees and Charges

The Interim Corporate Director – Resources (Section 151 Officer) reported on the revised budget for 2023/24 and an estimate of expenditure for 2024/25, together with forward commitments for 2025/26, 2026/27 and 2027/28. It also included a review of the fees and charges for Planning and Development with recommendations for increases.

- a That the revised budget for 2023/24 be accepted;**
- b That the fees and charges, as set out in Appendix C and section 5 of the report of the Interim Corporate Director - Resources, be approved; and**

Recommendation to Executive Board:

- c That the 2024/25 estimates be approved, as submitted in the report of the Interim Corporate Director – Resources (Section 151 Officer), be included in the budget to be brought before the meeting of the Executive Board on 12 February 2024.**

73 Planning Applications

The Head of Development Control submitted a report for the consideration of the Board.

Resolved:

- a That in respect of Application No PAP/2022/0423 (Land to the South of Watling Street, Caldecote, CV10 0TS)**
 - a) Planning permission be granted subject to:**
 - i) the withdrawal of all objections from the three Highway Authorities;**
 - ii) agreed planning conditions, and**
 - iii) the completion of a Section 106 Agreement including the Heads of Terms as outlined in this report;**
 - b) That the planning conditions referred to in (ii) above, be delegated to officers in consultation with the Chairman, the Opposition Spokesperson and local Ward Members; and**

- c) **That in the case of continued objections from any of the three Highway Authorities, the application be referred back to the Board for further consideration.**

[Speakers Graeme Warriner and Andy Macdonald]

74 Street Votes Development Orders – Consultation Paper

The Head of Development Control detailed the Government's consultation paper on the introduction of Street Votes Development Orders.

Resolved:

That the Paper be noted and the representations, as set out in the report of the Head of Development Control, be forwarded to the Government.

75 The Rugby Local Plan Review Issues and Options (Regulation 18) Consultation (October 2023)

The Chief Executive sought Members' consideration of the Rugby Local Plan Review Issues and Options (Regulation 18) Consultation (2023).

Resolved

- a **That the observations raised on the Rugby Local Plan Review Issues and Options (Regulation 18) Consultation (2023) be noted; and**
- b **That additional comments raised following consideration at this Board be forwarded to Rugby Borough Council.**

76 Appeal Update

The Head of Development Control brought Members up to date with recent appeal decisions.

Resolved:

That the report be noted.

M Simpson
Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE SPECIAL SUB-GROUP

12 December 2023

Present: Councillor Clews in the Chair

Councillors Chapman, Farrow, Jenns, Ririe and Watson.

12 Disclosable Pecuniary and Non-Pecuniary Interests

None were declared at the meeting.

13 Update Report on Human Resources Issues

The Corporate Director – Resources summarised the work done by the Human Resources team in 2023/24. Details of the sickness levels for the period from April 2023 to September 2023 were given, together with further information on action taken in managing absence.

Resolved:

That the report be noted.

14 Exclusion of the Public and Press

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.

15 Staffing Matter

The Director of Housing detailed a proposal in respect of Staffing in the Housing Maintenance Service.

Resolved:

That recommendations a, b, c and d, as set out in the report of the Director of Housing, be approved.

16 **Staffing Matter**

The Chief Executive sought approval for a change to the structure of the Environmental Health Team.

Resolved:

That the report be agreed.

17 **Staffing Matter**

The Chief Executive sought approval for changes to the staff establishment within the Chief Executive's Division.

Resolved:

That the report be agreed.

D Clews
CHAIRMAN

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE SPECIAL SUB-GROUP

9 January 2024

Present: Councillor Clews in the Chair

Councillors Chapman, Farrow, Jenns, Ririe and Watson.

18 **Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

19 **Health & Safety Policies**

The Interim Corporate Director – Resources advised members of the background to the revised Health, Safety & Welfare Policy, Water Management Policy and the new Fire Safety Policy, and recommended the adoption of the policies for the Council.

Resolved:

That the revised Health, Safety & Welfare Policy, Water Management Policy and the new Fire Safety Policy, attached as appendices to the report of the Interim Corporate Director – Resources, be adopted.

20 **Exclusion of the Public and Press**

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.

21 **Staffing Matter**

The Chief Executive sought approval for a restructure as set out in his report.

Resolved:

That the restructure detailed in the report be approved.

D Clews
CHAIRMAN

NORTH WARWICKSHIRE BOROUGH COUNCIL

**MINUTES OF THE
COMMUNITY AND ENVIRONMENT BOARD**

22 January 2024

Present: Councillor Bell in the Chair.

Councillors Chapman, Fowler, Jackson, Jarvis, Jenns, Melia, H Phillips, Ririe, Singh, Smith, Turley, Whapples and A Wright.

Apologies for absence were received from Councillor Hobley (Substitute Ririe) and Councillor Gosling (Substitute Chapman).

Councillor D Clews was also in attendance and, with the consent of the Chair, spoken on Minute No 30 (North Warwickshire Playing Pitch Strategy (2018 to 2031)).

23 Disclosable Pecuniary and Non-Pecuniary Interests

None were declared at the meeting.

24 Minutes of the Meeting of the Board held on 16 October 2023

The minutes of the meeting held on 16 October 2023, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

25 General Fund Revenue Budget – 2023/24 Revised and 2024/25 Estimates and Fees and Charges

The Interim Corporate Director – Resources (Section 151 Officer) detailed the revised budget for 2023/24 and an estimate of expenditure for 2024/25, together with forward commitments for 2025/26, 2026/27 and 2027/28. A review of the fees and charges was also detailed, with recommendations for increases.

Resolved:

- a That the revised budget for 2023/24 be accepted;**
- b That the fees and charges, as detailed in Appendix C to the report of the Corporate Director – Resources (Section 151 Officer) be approved; and**

- c That the Chief Executive be given delegated powers to implement the increase in Garden Waste Collection charges from £40.00 to £43.00 per annum.

Recommendation to Executive Board:

- b That the 2024/25 estimates, as detailed in the report of the Interim Corporate Director – Resources (Section 151 Officer) be included in the overall Tax Set 2024/25 report for Executive Board on 12 February 2024;

26 Capital Programme 2024/25 to 2026/27

The Interim Corporate Director – Resources (Section 151 Officer) identified proposals for Community and Environment capital schemes to be included within the Council's capital programme over the next three years.

Recommendation to Executive Board:

That the schemes detailed in Appendix A to the report of the Interim Corporate Director – Resources (Section 151 Officer), be supported as the Council's current three-year capital programme for Community and Environment.

27 Contaminated Land Update

The Chief Executive provided Members with an update on the work that Environmental Health had undertaken to update the contaminated land strategy.

Resolved:

That the report be noted.

28 Leisure Facilities: Service Improvement Plan

The Director of Leisure and Community Development reported on the approved 2023/24 Service Improvement Plan (SIP), through which the Board had agreed to monitor the operational performance of the leisure facilities.

Resolved:

- a That the progress made against the requirements identified in the approved 2023/24 Leisure Facilities Service Improvement Plan be noted; and

- b That the proposed schedule of closures of the Borough Council's leisure facilities, as set out in paragraph 5.2 of the report of the Director of Leisure and Community Development, be approved.**

29 Leisure Facilities Provision in Coleshill

The Director of Leisure and Community Development gave an outline appraisal of, and sought the Board's view on, current leisure facilities provision in Coleshill.

Resolved:

That the current position in respect of leisure facilities provision in Coleshill be noted.

30 North Warwickshire Playing Pitch Strategy (2018 to 2031)

The Director of Leisure and Community Development presented a revised draft of the North Warwickshire Playing Pitch Strategy (2018 to 2031), further to a process of review undertaken by external consultants.

Resolved:

That the revised draft of the North Warwickshire Playing Pitch Strategy (2018 to 2031) be adopted.

31 Regeneration Activity in Atherstone, Coleshill and Polesworth

The Director of Leisure and Community Development updated Members on the regeneration work taking place in Atherstone, Coleshill and Polesworth. The report detailed the work being undertaken by the Community Development section, as well as the work of the Institute of Place Management and the consultant undertaking the role of Market Towns Officer.

Resolved:

That the regeneration work being undertaken in Atherstone, Coleshill and Polesworth, including the progress being made by the Market Towns Officer, be noted, and that Officers be instructed to ensure the engagement of Ward Members in the development of regeneration activity in the town centres.

32 **Minutes of the Health and Wellbeing Working Party**

The minutes of the meeting of the Health and Wellbeing Working Party held on 13 December 2023, copies having been previously circulated, were noted.

Margaret Bell
Chair

NORTH WARWICKSHIRE BOROUGH COUNCIL

**MINUTES OF THE
RESOURCES BOARD**

29 January 2024

Present: Councillor Symonds in the Chair

Councillors Barnett, Chapman, Clews, Davey, Hobley, Humphreys, Parsons, O Phillips, Simpson, Stuart, and Watson

An apology for absence were received from Councillor Taylor (Substitute Councillor Hobley)

Also in attendance was Councillor H Phillips.

23 Disclosable Pecuniary and Non-Pecuniary Interests

None were declared at the meeting.

24 Minutes of the Resources Board held on 13 November 2023

The minutes of the Resources Board held on 13 November 2023, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

25 General Fund Capital Programme 2023/24 to 2026/27

The Interim Corporate Director – Resources (Section 151 Officer) identified proposals for Resources Board capital schemes to be included within the Council's three-year General Fund capital programme for Resources Board services.

Recommendation to the Executive Board:

That the schemes, detailed in Appendix A to the report of the Interim Corporate Director – Resources (Section 151 Officer), be supported as the Council's three-year General Fund capital programme for Resources Board services.

26 Housing Revenue Account – 2023/24 Revised and 2024/25 Estimates, Capital Programme, 30 Year Business, Rent Review and Fees and Charges

The Interim Corporate Director – Resources (Section 151 Officer) reported on the revised budget for 2023/24 and an estimate of expenditure for 2024/25, together with the 30 years business plan and detailed HRA capital programme for 3 years. A rent increase of 7.7% in line with the Government's social rent policy and increases for service charges, garages and fees and charges from 1 April 2024 was recommended.

Resolved:

- a** That the revised estimates for 2023/24 be approved;
- b** That the 2024/25 estimates for revenue, as set out in the report of the Interim Corporate Director – Resources (Section 151 Officer), be approved;
- c** That the 3 year capital programme, as detailed in Appendix H of the report of the Interim Corporate Director – Resources (Section 151 Officer), be approved;
- d** That the 30 year business plan, as detailed in Appendix I of the report of the Interim Corporate Director – Resources (Section 151 Officer) be approved;
- e** That, in line with the social rent policy set by the Government, a rent increase of 7.7% in 2024/25, be approved;
- f** That an increase in garage rents of 50 pence per week from £7.58 to £8.08, as detailed in Appendix D of report of the Interim Corporate Director – Resources (Section 151 Officer) be approved;
- g** That the proposed fees and charges, as set out in Appendix D of the report of the Interim Corporate Director – Resources (Section 151 Officer), be approved;
- h** That the service charges for cleaning, as detailed in Appendix E of the report of the Interim Corporate Director – Resources (Section 151 Officer), be approved from April 2024;
- i** That the service charges for window cleaning, as detailed in Appendix F of the report of the Interim Corporate Director – Resources (Section 151 Officer), be approved from April 2024; and
- j** That further work on the New Build scheme to utilise the Right to Buy receipts before March 2025 be supported.

27 Land at Trinity Road – Use of Urgent Business Powers

The Interim Corporate Director – Streetscape sought the Board’s endorsement of action taken under the Chief Executive’s Urgent Business Powers to dispose of land at Trinity Road, Kingsbury, and Member approval that the Chief Executive had the power to dispose of this land accordingly.

Resolved:

That the action taken under the Chief Executive’s Urgent Business Powers to dispose of land at Trinity Road be approved.

28 Private Sector Shared Services

The Director of Housing informed the Board about the current position with regards to the Council’s shared service with Nuneaton and Bedworth Borough Council to deliver its private sector housing condition oversight and enforcement duties and detailed a proposed change.

Resolved:

- a That the work undertaken by the Private Sector Housing shared service be noted;**
- b That the proposal to bring the service back in house be approved; and**
- c That a growth bid in 2024/25 for £25,000 be agreed to cover the additional costs of bringing the service in house.**

29 General Fund Revenue Budget – 2023/24 Revised and 2024/25 Estimates – Services Recharged Across All Boards

The Interim Corporate Director – Resources (Section 151 Officer) reported on the revised budget for 2023/24 and an estimate of expenditure for 2024/25, together with forward commitments for 2025/26, 2026/27 and 2027/28.

Resolved:

- a That the revised budget for 2023/24 be accepted; and**

Recommendation to the Executive Board:

- b That the 2024/25 estimates, as presented in the report of the Interim Corporate Director – Resources (Section 151 Officer) be included in the overall Tax Set 2024/25 report to Executive Board on 12 February 2024.**

30 General Fund Revenue Budget – Services Remaining 2023/24 Revised and 2024/25 Estimates and Fees and Charges

The Interim Corporate Director – Resources (Section 151 Officer) reported on the revised budget for 2023/24 and an estimate of expenditure for 2024/25, together with forward commitments for 2025/26, 2026/27 and 2027/28 for the services remaining in the Resources Board, that were not recharged to other services. A review of the fees and charges was also detailed, with recommendations for increases.

Resolved:

- a That the revised budget for 2023/24 be accepted;**
- b That the fees and charges, as detailed in Appendix C to the report of the Corporate Director – Resources (Section 151 Officer) be approved.**

Recommendation to Executive Board:

- b That the 2024/25 estimates, as detailed in the report of the Interim Corporate Director – Resources (Section 151 Officer) be included in the overall Tax Set 2024/25 report for Executive Board on 12 February 2024; and**

31 Irrecoverable Debts

The Interim Corporate Director – Resources (Section 151 Officer) provided Members with details of debts which were considered to be irrecoverable.

Resolved:

- a That the total Irrecoverable Non-Domestic Rates Debts totalling £262,218.59, as detailed in Appendix A to the report of the Interim Corporate Director – Resources, be approved for write off; and**
- b That the total Irrecoverable Council Tax Debts totalling £9,197.25, as detailed in Appendix B to the report of the Interim Corporate Director – Resources, be approved for write off.**

32 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.

33 Review of Housing Maintenance Service

The Director of Housing detailed a proposal in respect of staffing in the Housing Maintenance Service.

Resolved:

That recommendations a – h as set out in the report of the Director of Housing be approved.

34 Property Adaptation Polesworth

The Director of Housing provided the Board with information about a recommendation which had been received to provide an adaptation for a disabled person who lived in Council owned accommodation.

Resolved:

That recommendations a and b as set out in the report of the Director of Housing be approved.

Councillor Symonds
Chair

NORTH WARWICKSHIRE BOROUGH COUNCIL

**MINUTES OF THE
ALCOHOL AND GAMBLING
LICENSING COMMITTEE**

30 January 2024

Present: Councillor Jenns in the Chair

Councillors Clews, Fowler, Hobley, Jarvis, Melia, Osborne, O Phillips, Smith, Taylor, Turley, Whapples and A Wright

Apologies for absence were received from Councillors Bates and Fowler

1 Disclosable Pecuniary and Non-Pecuniary Interests

None were declared at the meeting.

2 Minutes

The minutes of the meeting of the Alcohol and Gambling Licensing Committee held on 24 January 2023, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

3 General Fund Revenue Budget – 2023/24 Revised and 2024/25 Estimates and Fees and Charges

Interim Corporate Director – Resources (Section 151 Officer) reported on the revised budget for 2023/24 and an estimate of expenditure for 2024/25, together with forward commitments for 2025/26, 2026/27 and 2027/28. It also included a review of the fees and charges for Alcohol and Gambling Licensing with recommendations for increases.

Resolved:

- a That the revised budget for 2023/24 be accepted;**
- b That the fees and charges, as set out in Appendix C of the report, be approved; and**

Recommendation to Executive Board:

- c That the 2024/25 estimates be approved, as submitted in the report of the Interim Corporate Director – Resources (Section 151 Officer), be included in the budget to be brought before the meeting of the Executive Board on 12 February 2024.**

A Jenns
Chair

NORTH WARWICKSHIRE BOROUGH COUNCIL

**MINUTES OF THE
TAXI AND GENERAL
LICENSING COMMITTEE**

30 January 2024

Present: Councillor Jenns in the Chair

Councillors Clews, Hobley, Jarvis, Osborne, O Phillips, Smith, Stuart, Taylor, Turley, Whapples and A Wright

Apologies for absence were received from Councillors Bates and Fowler

1 Disclosable Pecuniary and Non-Pecuniary Interests

None were declared at the meeting.

2 Minutes

The minutes of the meeting of the Taxi and General Licensing Committee held on 24 January 2023, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

3 General Fund Revenue Budget – 2023/24 Revised and 2024/25 Estimates and Fees and Charges

Interim Corporate Director – Resources (Section 151 Officer) reported on the revised budget for 2023/24 and an estimate of expenditure for 2024/25, together with forward commitments for 2025/26, 2026/27 and 2027/28. It also included a review of the fees and charges for Taxi and General Licensing with recommendations for increases.

Resolved:

- a That the revised budget for 2023/24 be accepted;**
- b That the fees and charges, as set out in Appendix C and section 5 of the report, be approved; and**

Recommendation to Executive Board:

- c That the 2024/25 estimates be approved, as submitted in the report of the Interim Corporate Director – Resources (Section 151 Officer), be included in the budget to be brought before the meeting of the Executive Board on 12 February 2024.**

4 Local Government (Miscellaneous Provisions) Act 1976 – Fixing of Fares – Hackney Carriages - Report of the Chief Executive

The Chief Executive asked the Committee to consider a request from the taxi trade for an increase in fares.

Resolved:

- a That an increase in Hackney Carriage fares, as set out in the proposed table of fares contained in the report, be allowed; and**
- b That if objections to any agreed increase be received within the statutory period and not withdrawn, those objections are considered by a Sub-Committee of this Committee.**

5 Consultation on Review of Taxi Licensing Policy – Report of the Chief Executive

The Chief Executive asked the Committee to review and consider a consultation on the new Taxi Licensing Policy.

Resolved:

- a That the report be noted; and**
- b That a consultation to review the Taxi Licensing Policy be carried out.**

A Jenns
Chair

NORTH WARWICKSHIRE BOROUGH COUNCIL

**MINUTES OF THE LOCAL
DEVELOPMENT FRAMEWORK SUB-COMMITTEE**

31 January 2024

Present: Councillor Simpson in the Chair.

Councillors Bell, Gosling, Humphreys, Ridley and Taylor.

Apologies for absence were received from Councillors Osborne (Substitute Councillor Gosling) and Councillor Reilly (Substitute Councillor Bell).

Councillor H Phillips was also in attendance.

15 Disclosable Pecuniary and Non-Pecuniary Interests

There were none declared at the meeting.

16 Minutes of the meeting of the Local Development Framework Sub-Committee held on 11 September 2023.

The minutes of the meeting of the Local Development Framework Sub-Committee held on 11 September 2023, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

17 Annual Monitoring Report

The Chief Executive brought to Members the second Annual Monitoring Report following the adoption of the North Warwickshire Local Plan in 2021.

Resolved:

- a That the AMR be noted; and**
- b That a Member briefing session be organised to discuss the AMR in more detail.**

18 National Planning Framework (NPPF) changes December 2023

The Chief Executive brought to Member's attention that the NPPF had been updated and that a Member briefing would be organised to go through the changes.

Resolved:

- a That the report be noted; and**
- b That officers investigate on-going training specifically for members of the Local Development Framework Sub-Committee and Planning and Development Board members.**

19 Draft Employment Development Plan Document – Scope, Issues and Options for Consultation

The Chief Executive sought authority to consult on a Draft Employment Development Plan Document – Scope, Issues and Options.

Resolved:

That, in consultation with the Vice-Chair, Opposition Spokesperson and Councillor Ridley the Draft Employment Development Plan Document – Scope, Issues and Options, as amended, be approved for consultation.

Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

**MINUTES OF THE
EXECUTIVE BOARD**

12 February 2024

Present: Councillor D Wright in the Chair

Councillors Bell, Clews, Dirveiks, Gosling, Parsons, H Phillips, Ridley, Simpson, Symonds and Whapples.

Apologies for absence were received from Councillor Reilly (Substitute Councillor Jenns).

Councillor Stuart was also in attendance and with the permission of the Chair spoke on Minute No 53

48 Declarations of Personal or Prejudicial Interest

None were declared at the meeting.

49 Minutes of the Executive Board held on 27 November 2024

The minutes of the meeting of the Board held on 27 November 2024, copies having been circulated, were approved as a correct record and signed by the Chairman.

50 Public Spaces Protection Order – Dog Fouling

The Chief Executive asked Members to consider the results from the consultation on the Public Spaces Protection Order (PSPO) to control dog fouling issues within the Borough of North Warwickshire and requested that the order be made.

Resolved:

- a That the results from the consultation be noted; and**
- b That the Public Spaces Protection Order, as set out in the report of the Chief Executive, be made.**

51 Safeguarding Update

The Director of Leisure and Community Development updated Members on the Authority's progress in respect of its safeguarding responsibilities, further to the adoption of its Safeguarding Policy and Procedure (2022 to 2025) in June 2023.

Resolved:

That the Authority's progress in respect of its safeguarding responsibilities, further to the adoption of its Safeguarding Policy and Procedure (2022 to 2025) in June 2023, be noted.

52 Water Orton Conservation Area Designation

The Chief Executive sought the Board's support for the designation of an extension to the Conservation Area for the village of Water Orton and sought approval for the Water Orton Conservation Area Boundary Map, Appraisal and Management Plan for adoption.

Recommended:

That the designation of the extended Water Orton Conservation Area, associated Appraisal and Management Plan be approved.

53 Residents Survey 2023

The Interim Corporate Director – Streetscape reported on the results of the latest Residents' Survey 2023. Julie Hollingsworth and Jamie Lawson from DJS Market Research gave a presentation of the key messages and findings of the survey.

Resolved:

- a That the results of the North Warwickshire Residents Survey 2023 be noted; and**
- b That the questions raised by Members be considered and a response given.**

54 The Proposed 3 Year Capital Programme 2024/25 to 2026/27

The Interim Corporate Director – Resources (Section 151 Officer) put forward proposals for the Three Year Capital Programme, outlined the availability of capital resources to fund the programme and recommended the options available.

Resolved:

- a That the Revised Capital Programme for 2023/24, as set out in Appendix A to the report of the Interim Corporate Director – Resources, be approved;**
- b That, subject to the transfer of funding from the Business Rate Fluctuation Reserve totalling £1,553,580 to fund vehicle purchases, the Three Year Capital**

Programme for the period 2024/25 to 2026/27, as set out in Appendix B to the report of the Interim Corporate Director – Resources, be approved; and

Recommended:

- c That the prudential indicators set out in Section 9 of the report of the Interim Corporate Director – Resources (Section 151 Officer), be approved.**

55 General Fund Revenue Budget – 2023/24 Revised and 2024/25 Estimates

The Interim Corporate Director – Resources (Section 151 Officer) detailed the revised budget for 2023/24 and an estimate of expenditure for 2024/25, together with forward commitments for 2025/26, 2026/27 and 2027/28.

Resolved:

- a That the revised budget for 2023/24 be approved; and**
- b That the 2024/25 estimates, presented in the report of the Interim Corporate Director – Resources (Section 151 Officer), be included in the overall budget considered in a later agenda item.**

56 General Fund Revenue Estimates Summary – 2023/24 Revised and Tax Set 2024/25

The Interim Corporate Director – Resources (Section 151 Officer) presented the General Fund revenue estimates for revised 2023/24 and original 2024/25 as presented to the individual Boards and the overall Tax Set Summary for 2024/25, along with recommendations to support the figures presented.

Recommended:

- a That the revised budget for 2023/24, as set out in Appendices A and B to the report of the Interim Corporate Director – Resources (Section 151 Officer), be approved;**
- b That the revenues estimates for 2024/25, as set out in Appendices A & B to the report of the Interim Corporate Director – Resources (Section 151 Officer), be approved;**
- c That the Council Tax base for 2024/25, as set out in Appendix C to the report of the Interim Corporate Director – Resources (Section 151 Officer), be noted;**

- d That a Council Tax increase of 2.99% £6.84 per annum (13p per week) on a Band D property for 2024/25, be approved;
- e That the transfer of £2,611,310 from the Business Rates Fluctuation Reserve to fund the vehicles capital programme from 2023/24 to 2027/28 be approved;
- f That the minimum general fund balances of £1.2m as risk assessed by the Section 151 Officer and set out in Appendix E to the report of the Interim Corporate Director – Resources (Section 151 Officer), be approved;
- g That a review of the revenue and capital specific reserve funds be approved; and
- h That a Council Tax resolution be prepared for consideration by the Council, using the recommendation agreed by this Board.

57 Pay Policy Statement 2024/25

The interim Corporate Director – Resources (Section 151 Officer) reported on the requirement under Section 38 of the Localism Act 2011 for Councils to have and to publish a Pay Policy Statement, agreed by full Council, which would be subject to review at least annually. Details of the purpose for and the areas to be covered in the Pay Policy Statement were given.

Recommended:

That the Pay Policy Statement 2024/25 be adopted.

58 External Auditors Annual Report 2020/21

The Interim Corporate Director – Resources (Section 151 Officer) presented the Annual Audit Report received from the Council's external auditor, Ernst & Young LLP.

Recommended:

That the Annual Audit Report 2020/21, attached as Appendix A to the report of the Corporate Director – Resources (Section 151 Officer), be noted.

59 Safer Warwickshire Partnership Serious Violence Strategy 2024-30

The Chief Executive detailed the progress in the development of the Strategic Needs Assessment and the Safer Warwickshire Partnership Serious Violence Strategy 2024-30, and asked the Board to endorse the Strategy, thereby meeting the Council's Serious Violence Duty as set out under the Police Crime Sentencing and Courts Act 2022.

Resolved:

- a That the Safer Warwickshire Partnership Serious Violence Prevention Strategy 2024-30 be approved and included in the Council's Constitution in the list of Council Plans and Strategies;**
- b That the lead role of Warwickshire County Council in its development and future delivery be noted; and**
- c That the involvement of key services across the Council to implement the delivery plan to meet the outcomes as set out in the Safer Warwickshire Partnership Serious Violence Strategy 2024-30 be supported.**

60 Electoral Review – Future Council Size

Following the meetings of the Electoral Review Advisory Committee held on 9 November 2023 and 10 January 2024, the Chief Executive asked Members to consider a draft Council Size Report for submission to the Local Government Boundary Commission (LGBCE).

Recommended:

That the draft Council Size Report, attached at Appendix A to the report of the Chief Executive, be submitted to the Local Government Boundary Commission (LGBCE).

61 Warwickshire Fire and Rescue Service – Proposed Service Model Consultation

The Chief Executive informed Members of a consultation being carried out by Warwickshire Fire and Rescue Service (WFRS) on a new service model.

Recommended:

- a That the consultation be noted; and**
- b That the comments made in the briefing session prior to the meeting be forwarded to the Service.**

62 Minutes of the Safer Communities Sub-Committee held on 20 November 2023

The minutes of the meeting of the Safer Communities Sub-Committee, held on 20 November 2023, were received and noted.

63 Minutes of the Senior Management Recruitment Sub-Committee held on 27 November 2023

The minutes of the meeting of the Senior Management Recruitment Sub-Committee held on 27 November 2023, were received and noted.

64 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.

65 Staffing Matter

The Management Team and Head of Human Resources sought approval for a restructure as detailed in the report.

Recommended:

That recommendation (a) - (d), as set out in the report of the Management Team and Head of Human Resources, be approved.

66 Exempt Extract of the minutes of the Executive Board held on 27 November 2023

The exempt extract of the minutes of the Executive Board held on 27 November 2023, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

67 Exempt Extract of the minutes of the Senior Management Recruitment Sub-Committee held on 27 November 2023

The exempt extract of the minutes of the meeting of the Senior Management Recruitment Sub-Committee held on 27 November 2023, were received and noted.

D Wright
CHAIR

Agenda Item No 18

Council

21 February 2024

**Report of the
Chief Executive**

Exclusion of the Public and Press

Recommendation to the Board

To consider, in accordance with Section 100A(4) of the Local Government Act 1972, whether it is in the public interest that 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.

Agenda Item No 19

Exempt Extract of the Minutes of the Meeting of the Council held on 6 December 2023

Paragraph 1 – Information relating to an individual.

Paragraph 3 – Information relating to the financial or business affairs of any particular person (including the authority holding that information).

Paragraph 5 – Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

Agenda Item No 20

Member Approval of Absence

Paragraph 1 – Information relating to an individual.

Agenda Item No 21

Exempt Extract of the Minutes of the Meeting of the Planning and Development Board held on 11 December 2023

Paragraph 6 – By reason of the need to consider the making of an Order.

Paragraph 7 - Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

Agenda Item No 22

Exempt Extract of the Minutes of the Meetings of the Special Sub-Group held on 12 December 2023, 9 January and 13 February 2024

Paragraph 1 – Information relating to an individual.

Paragraph 2 – By reason of information likely to reveal the identity of an individual.

Paragraph 3 – Information relating to the financial or business affairs of any particular person (including the authority holding that information).

Agenda Item No 23

Exempt Extract of the Minutes of the Meeting of the Resources Board held on 29 January 2024

Paragraph 1 – Information relating to an individual.

Paragraph 3 – Information relating to the financial or business affairs of any particular person (including the authority holding that information).

Paragraph 5 – Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

Agenda Item No 24

Exempt Extract of the Minutes of the Meeting of the Executive Board held on 12 February 2024

Paragraph 1 – Information relating to an individual.

In relation to the items listed above Members should only exclude the public if the public interest in doing so outweighs the public interest in disclosing the information, giving their reasons as to why that is the case.

The Contact Officer for this report is Amanda Tonks (719221).