

Public Document Pack

NORTH HERTFORDSHIRE DISTRICT COUNCIL

CABINET

**MEETING HELD AS A VIRTUAL MEETING
ON TUESDAY, 15TH DECEMBER, 2020 AT 7.30 PM**

MINUTES

Present: *Councillors: Martin Stears-Handscomb (Chair), Paul Clark (Vice-Chair), Ian Albert, Judi Billing, Elizabeth Dennis-Harburg, Keith Hoskins and Steve Jarvis*

Deputy Executive Members: Councillors: Ruth Brown, Ian Mantle and Carol Stanier

In Attendance: *Anthony Roche (Managing Director), Ian Fullstone (Service Director - Regulatory), Jeanette Thompson (Service Director - Legal and Community), Ian Couper (Service Director - Resources), Vaughan Watson (Service Director - Place), Steve Crowley (Service Director - Commercial), Jo Dufficy (Service Director - Customers), Vic Godfrey (IT Manager), Peter Lapham (Interim Property Consultant), Louise Randall (Leisure Contracts Manager), Chloe Gray (Commercial Manager) and Hilary Dineen (Committee, Member and Scrutiny Manager)*

Also Present: *At the commencement of the meeting Councillor Claire Strong and one registered speaker.*

62 WELCOME AND REMOTE/PARTLY REMOTE MEETINGS PROTOCOL SUMMARY

Audio recording - 23 seconds

The Chair welcomed everyone to this virtual meeting of Cabinet that was being conducted with Members and Officers at various locations, communicating via audio/video and online and advised that there was the opportunity for the public and press to listen and view proceedings.

The Committee, Member and Scrutiny Manager undertook a roll call and drew attention to the Remote/Partly Remote Meetings Protocol Summary which gave advice regarding the following:

- Attendance;
- Live Streaming;
- Noise interference;
- Rules of Debate;
- Voting; and
- Part 2 Items.

The Chair, Councillor Martin Stears-Handscomb, started the meeting proper.

63 APOLOGIES FOR ABSENCE

Audio recording – 3 minutes 51 seconds

Apologies for absence were received from Councillor Gary Grindal and Deputy Executive Members, Councillors: Helen Oliver and Sean Prendergast.

64 MINUTES - 28 JANUARY 2020 TO 22 OCTOBER 2020

Audio Recording – 4 minutes 9 seconds

Councillor Martin Stears- Handscomb advised that since the beginning of March, when NHDC started to hold meetings remotely, it had not been possible to approve Minutes of meetings. Minutes could now be approved with the electronic signature of the Chair being applied following approval.

There were 5 sets of Minutes to agree:

- 28 January 2020
There was a small amendment required in that Howard Crompton was present at the meeting, although had not been recorded as such.
- 23 June 2020:
- 21 July 2020:
- 15 September 2020:
The titles of Howard Crompton and Jo Dufficy were incorrect. At this meeting Howard was Service Director – Customers and Jo was Customer Services Manager.
- 22 October 2020.

Councillor Martin Stears-Handscomb proposed, Councillor Paul Clark seconded and it was:

RESOLVED:

- (1) That, subject to the amendments below, the Minutes of the meetings of Cabinet held on 28 January 2020, 23 June 2020, 21 July 2020, 15 September 2020 and 22 October 2020 be approved as a true record of the proceedings;
 - That the Minutes of 28 January 2020 record the attendance of Howard Crompton, Service Director-Customers.
 - That the Minutes of 15 September 2020 be record that Howard Crompton was in attendance as the Service Director – Customers and Jo Dufficy was in attendance as the Customer Services Manager;
- (2) That, with the authorisation of the Chair, his electronic signature and initials be attached to the Minutes approved in (1) above.

65 NOTIFICATION OF OTHER BUSINESS

Audio recording – 6 minutes 31 seconds

There was no other business notified.

66 CHAIR'S ANNOUNCEMENTS

Audio recording – 6 minutes 36 seconds

- (1) The Chair announced that, in accordance with Council policy, this meeting was being audio recorded as well as filmed. The audio recordings would be available to view on Mod.gov and the film recording via the NHDC Youtube channel.

- (2) Members were reminded that this Council had declared a Climate Emergency. This was a serious decision and means that, as this was an emergency, all of us, officers and Members had that in mind as we carried out our various roles and tasks for the benefit of our District. More details were included on the agenda front sheet.
- (3) Members were reminded to make declarations of interest before an item, the detailed reminder about this and speaking rights was set out under Chair's Announcements on the agenda.
- (4) The Chair advised that he would take the agenda in the order published up to and including item 12. The Part 2 Items would then be considered, following which the meeting would return to Part 1 to take Items 13, 14 and 15.

67 PUBLIC PARTICIPATION

Audio recording – 7 minutes 55 seconds

Mr Bernard Eddleston, Chairman of Charnwood House Community Management Association thanked the Chair for the opportunity to address Cabinet regarding the report entitled Charnwood House, Hitchin as follows:

- Charnwood House Community Management Association was the community group mentioned in the report.
- They had worked with Officers over the past year and made a major input to the report.
- They were determined to help return Charnwood to public use as a Community Hub for the benefit of Hitchin residents.
- Any information contained in the Part 2 report could not be confirmed as to its accuracy.
- Charnwood was gifted by the Moss family to Hitchin Urban District Council in 1937.
- Due to the preamble to and the wording contained in the conveyance, the building could not be sold or leased for private use as offices or flats.
- The building had been registered by CCMA as an Asset of Community Value.
- CCMA was established as a Charitable Incorporated Organisation (CIO) several years ago.
- CCMA were successful in obtaining a small grant from Social Investment Business to carry out a feasibility study and had undertaken a survey of the building, engaged an architect to draw up plans for the internal modifications, had a surveyor draw up a detailed cost plan and produced an initial business plan. These had been submitted to Officers and the Executive member for Enterprise and Co-operative Development in confidence for the sole purpose of evaluating our proposals.
- The cost plan indicated that there would be significant expenditure required by the Council to return the building to a good state of repair.
- The remaining museum items was minimal and could be moved in a few weeks.
- The building was unheated and therefore unsuitable for long term storage of items.
- The building could therefore be declared surplus to requirements in a matter of months so that renovation could start.
- The CCMA business plan showed that the building could be run successfully for use by Community groups on a full repairing basis thus relieving the Council of future expenditure once the building was repaired and modified.
- Should the Council give agreement in principle to the transfer of Charnwood to a community group, the plan would need to be refined and they would work with the Council to obtain grants to carry out the necessary internal modifications.
- CCMA had demonstrated that they had the expertise to make successful grant applications.

- The current trustee body had a wide range of expertise although would seek to expand it and also engage in a publicity campaign with local residents and community groups.
- They hoped that Cabinet would make a decision to proceed in principle with the lease of Charnwood to a Community Group and looked forward to working co-operatively with the Council to make this a reality.

The following Members asked questions:

- Councillor Judi Billing;
- Councillor Ian Albert;

In response to questions the Chair advised:

- That information contained in the Part 2 report had been deemed as commercially sensitive.

Mr Eddleston informed Members that:

- That it was envisaged that a range of groups would use the building including U3A, educational trusts, and social investment companies such as the Language Centre.
- Income could be supplemented by using the building as a venue for small weddings.
- It would be challenging to raise grant funding, but if the Council was seen to put in some money it would be easier to raise funds.
- They were aware that a lot of funding had been diverted to the Pandemic, so would have to see what funding streams were available.
- In general it was best that the building be run by the local community.

The Chair thanked Mr Eddleston for his presentation.

68 ITEMS REFERRED FROM OTHER COMMITTEES

Audio recording – 23 minutes 6 seconds

6a Referral from Finance, Audit and Risk Committee: 3 December 2020 - Risk Management Update

Councillor Kate Aspinwall, Chair of Finance, Audit and Risk Committee, presented the referral from the meeting of that Committee held on 3 December 2020 in respect of Risk Management Update.

She advised that attendance at the meeting had been disappointing, with the meeting only just being quorate with only 3 members in attendance.

The Committee recommended to Cabinet:

- (1) That the risk score for the Covid-19 Leisure Management Contract risk be increased from 8 to 9;
- (2) That the amendments to the Risk Management Framework as part of the Management response to the SIAS Audit be noted and approved.

Councillor Martin Stears-Handscomb proposed, Councillor Ian Albert seconded and it was:

RESOLVED:

- (1) That the risk score for the Covid-19 Leisure Management Contract risk be increased from 8 to 9;
- (2) That the amendments to the Risk Management Framework as part of the Management response to the SIAS Audit be noted and approved.

REASONS FOR DECISIONS:

- (1) The responsibility for ensuring the management of risks is that of Cabinet;
- (2) This Committee has responsibility to monitor the effective development and operation of Risk Management.

6b Referral from Finance, Audit and Risk Committee: 3 December 2020 - Second Quarter Revenue Monitoring 2020/21

RESOLVED: That the referral from the Finance, Audit and Risk Committee meeting held on 3 December 2020 entitled Second Quarter Revenue Monitoring 2020/21 be taken with Item 11.

6c Referral from Finance, Audit and Risk Committee: 3 December 2020 - Investment Strategy (Capital and Treasury) Mid-Year Review 2020/21

RESOLVED: That the referral from the Finance, Audit and Risk Committee meeting held on 3 December 2020 entitled Investment Strategy (Capital and Treasury) Mid-Year Review 2020/21 be taken with Item 12.

6d Referral from Finance, Audit and Risk Committee: 3 December 2020 - Draft Budget Report 2021/22

RESOLVED: That the referral from the Finance, Audit and Risk Committee meeting held on 3 December 2020 entitled Draft Budget Report 2021/22 be taken with Item 10.

69 STRATEGIC PLANNING MATTERS

Audio recording – 27 minutes 11 seconds

The Executive Member for Planning and Transport presented the report entitled Strategic Planning Matters together with the following appendices:

- Appendix A - Ashwell Neighbourhood Plan Consultation Response;
- Appendix B - Barkway and Nuthampstead Neighbourhood Plan Consultation Response;
- Appendix C – Copy of NHDC Response to the Planning for the Future White Paper;
- Appendix D – Copy of Hertfordshire Growth Board Response to the Planning for the Future White Paper;
- Appendix E – Copy of NHDC Response to EEH Draft Transport Strategy;
- Appendix F - Copy of NHDC Response to Luton BC Draft Transport Strategy.

He drew attention to:

- Paragraph 8.8 regarding the Council's wish to withdraw site BK3;
- The Inspector had been requested to consider Master planning in respect of green issues;
- The Plan was now in the control of the Inspector;
- The Transport Forum would take place on 12 January 2021.

The Service Director – Regulatory advised that the Inspector had undertaken to advise the Council by the end of January if he had any concerns.

The following Members asked questions and took part in the debate:

- Councillor Steve Jarvis;
- Councillor Martin Stears-Handscomb;
- Councillor Ian Albert.

In response to questions the Service Director - Regulatory advised:

- There were currently several consultations regarding Luton Airport, which had either been responded to or responses were being worked on.

Councillor Paul Clark proposed, Councillor Martin Stears-Handscomb seconded and it was:

RESOLVED:

- (1) That the report on strategic planning matters be noted;
- (2) That the responses to the Ashwell and Barkway Neighbourhood Plans and the Government's Planning White Paper consultation at Appendices A to F be noted and endorsed;
- (3) That Cabinet's thanks to Nigel Smith and his colleagues for the work undertaken regarding the Local Plan Inspections be placed on record.

REASONS FOR DECISIONS: To keep Cabinet informed of recent developments on strategic planning matters and progress on the North Hertfordshire Local Plan.

70 NORTH HERTFORDSHIRE COMMUNITY LOTTERY

Audio recording – 44 minutes 13 seconds

The Executive Member for Enterprise and Co-operative Development presented the report entitled North Hertfordshire Community Lottery.

The following Members asked questions and took part in the debate:

- Councillor Ruth Brown;
- Councillor Ian Mantle;
- Councillor Judi Billing;
- Councillor Elizabeth Dennis-Harburg;
- Councillor Steve Jarvis.

In response to questions the Executive Member for Enterprise and Cooperative Development advised:

- This is a way to help community groups with funding;
- The cost of running the lottery were less than when last considered in 2017;
- The lottery could operate for a trial period and, if not successful, could then be ceased.

Councillor Keith Hoskins proposed, Councillor Judi Billing seconded and it was:

RESOLVED: That Cabinet approves the establishment of a Community Lottery, to be managed by an External Lottery Manager (ELM).

REASONS FOR DECISIONS:

- (1) To set up a Community Lottery that will enable the local Voluntary and Community Sector groups to have access to additional funding at no cost;
- (2) The Community Lottery will provide an income stream for the Council, with the Council benefiting financially from each ticket sale, however at a lower monetary proportion than the VCS groups.

71 IT CAPITAL - PURCHASING OF LAPTOPS

Audio recording – 53 minutes 49 seconds

The Executive Member for Finance and IT presented the report entitled IT Capital – Purchasing of Laptops.

He advised that recommendation 2.1 in the report should be amended to read:

“That the capital programme for IT spend is amended as detailed in 7.4 Table 2 to enable IT to progress the procurement of laptops for staff to facilitate more effective home working arrangements. The net impact is an increase in spend in 2021/22 of £55k as detailed in 7.5 and shown in Table 3.”

The Executive Member for Finance and IT advised Members that:

- The content of this report would be included in the budget papers due to be considered by Council in February 2021;
- The reasons for bringing this paper ahead of the budget is:
 - That if approval is granted, the IT team can progress the purchase, build and distribution of laptops to staff in this financial year;
 - The issue of laptops would meet the requirements of staff, as identified in the staff survey, to enable them to undertake remote working and participation in remote meetings more effectively;
 - The move to laptops would enable staff to have one core device for use remotely and in the office which would have the added benefit of savings on licence fees.

The following Member took part in the debate:

- Councillor Judi Billing.

Councillor Ian Albert proposed, Councillor Martin Stears-Handscorn seconded and it was:

RECOMMENDED TO COUNCIL:

- (1) That the capital programme for IT spend is amended as detailed in 7.4 Table 2 to enable IT to progress the procurement of laptops for staff to facilitate more effective home working arrangements. The net impact is an increase in spend in 2021/22 of £55k as detailed in 7.5 and shown in Table 3;
- (2) That £50k of the capital is bought forward into this year's budget so that the IT Manager can progress the procurement of the first batch of laptops so that delivery to staff can happen at the earliest opportunity.

REASONS FOR DECISIONS:

- (1) To enable a continued agile way of working which has been brought about by the Coronavirus pandemic, increasing flexibility and business continuity resilience and ensuring a future proofed approach;
- (2) To avoid additional capital costs associated with a requirement to increase Microsoft licences where users have a personal computer in the office and an NHDC provided device at home;
- (3) To respond to feedback from the staff survey regarding the need for staff to be provided with equipment that have cameras and microphones to enable council wide participation in meetings and similar activities;
- (4) To enable the procurement, build and distribution of laptops to take place ahead of the new financial year, considering supplier lead in times and scheduling of resources in the IT team.

72 DRAFT BUDGET REPORT 2021/22

Audio recording – 1 hour 0 minutes 8 seconds

The Chair referred Members to the referral from the Finance, Audit and Risk Committee, which supported the recommendations contained in the report.

The Executive Member for Finance and IT presented the report entitled Draft Budget Report 2021/22 together with the following appendices:

- Appendix A - Full list of Revenue Savings and Investments;
- Appendix B - Full Proposed Capital Programme.

He informed Members:

- There were uncertainties that had affected budget forecasting such as the one year settlement and delays in the new funding formula;
- That savings regarding public toilets, litter bins and Christmas trees had been rejected;
- Higher claims of the Council Tax Reduction Scheme will result in lower Council Tax income base.
- Council Tax likely to be increased by the maximum allowed without a referendum.

Councillor Ian Albert proposed, Councillor Martin Stears-Handscomb seconded and it was:

RESOLVED:

- (1) That the funding forecasts for 2021/22 and the significant uncertainty around Central Government funding levels in 2021/22 and beyond, and that these estimates provided could be subject to significant change be noted;
- (2) That the comments made at the budget workshops and the inclusion of the revenue savings and investments in the draft budget be noted;
- (3) That the comments made at the budget workshops and the inclusion of the capital investments in the draft budget be noted;
- (4) That it be confirmed that Council Tax increases for 2021/22 will be in line with the Medium Term Financial Strategy (i.e. the maximum amount allowed without the need for a local referendum).

REASON FOR DECISIONS: To ensure that all relevant factors are considered in arriving at a proposed budget and Council Tax level for 2021/22, to be considered by Full Council on 11 February 2021.

73 SECOND QUARTER REVENUE MONITORING 2020/21

Audio recording – 1 hour 7 minutes 46 seconds

The Chair referred Members to the referral from the Finance, Audit and Risk Committee, which supported the recommendations contained in the report.

The Executive Member for Finance and IT presented the report entitled Second Quarter Revenue Monitoring 2020/21.

Councillor Ian Albert propose, Councillor Martin Stears-Handscorn seconded and it was:

RESOLVED:

- (1) That the report entitled Second Quarter Revenue Monitoring 2020/21 be noted;
- (2) That the changes to the 2020/21 General Fund budget, as identified in table 3 and paragraph 8.2, a £2.036million increase in net expenditure be approved;
- (3) That the changes to the 2021/22 General Fund budget, as identified in table 3 and paragraph 8.2, a total £53k decrease in net expenditure be noted. These will be incorporated in the draft revenue budget for 2021/22.

REASON FOR DECISIONS: Members are able to monitor, make adjustments within the overall budgetary framework and request appropriate action of Services who do not meet the budget targets set as part of the Corporate Business Planning process.

74 INVESTMENT STRATEGY (CAPITAL AND TREASURY) MID-YEAR REVIEW 2020/21

Audio recording – 1 hour 12 minutes 3 seconds

The Chair referred Members to the referral from the Finance, Audit and Risk Committee, which supported the recommendations contained in the report.

The Executive Member for Finance and IT presented the report entitled Investment Strategy (Capital and Treasury) Mid-Year Review 2020/21 together with the following appendices:

- Appendix A - Capital Programme Detail including Funding 2020/21 Onwards;
- Appendix B - Treasury Management Update.

He informed Members that:

- Paragraph 8.4, Table 2 listed the schemes in the 2020/21 Capital Programme that would start or continue in 2021/22;
- As part of the spending review, there had been an announcement relating to borrowing from the Public Works Loan Board which was the 'go-to' place for borrowing for Local Authorities;
- Rates had decreased on that borrowing although conditions had been imposed that stated that the Council were not able to borrow from the Public Works Loan Board if spending was primarily to generate income;
- Interest rates on investments had declined;
- A review was being undertaken to consider how to maximise return on investments.

Councillor Ian Albert proposed, Councillor Martin Stears-Handscomb seconded and it was:

RESOLVED:

- (1) That the forecast expenditure of £3.937million in 2020/21 on the capital programme, paragraph 8.3 refers be noted;
- (2) That the adjustments to the capital programme for 2020/21 onwards as a result of the revised timetable of schemes detailed in table 2, increasing the estimated spend in 2021/22 by £7.022million be approved;
- (3) That the position of the availability of capital resources, as detailed in table 3 paragraph 8.6 and the requirement to keep the capital programme under review for affordability be noted.

RECOMMENDED TO COUNCIL:

- (1) That the position of Treasury Management activity as at the end of September 2020 be noted.

REASONS FOR DECISIONS:

- (1) Cabinet is required to approve adjustments to the capital programme and ensure the capital programme is fully funded;
- (2) To ensure the Council's continued compliance with CIPFA's code of practice on Treasury Management and the Local Government Act 2003 and that the Council manages its exposure to interest and capital risk.

75 LAND AT THE SNIPE. WESTON, HERTS

Audio recording – 2 hours 33 minutes 1 second

NB The Committee, Member and Scrutiny Manager undertook a roll call to ensure that all were present and could hear and be heard.

NB This item was discussed following the Part 2 Item of the same name (Minute 80 refers)

The Executive Member for Enterprise and Cooperative Development presented the report entitled Land at the Snipe, Weston, Herts together with the following appendices:

- Appendix A - Location Plan of Land to be Declared Surplus;
- Appendix B – S.123 Local Press Advertisement.

Councillor Keith Hoskins proposed, Councillor Martin Stears-Handscorn seconded and it was:

RESOLVED:

- (1) That the land at The Snipe, Weston be declared surplus to the District Council's requirements and the decision to place upon the open market or pursue alternative development options be delegated to the Service Director for Resources, in consultation with the Executive Member for Finance and IT;
- (2) If the property is placed on the open market for sale, then following receipt of offers for the land identified in Appendix A, the decision to accept an offer is delegated to the Service Director for Resources, in consultation with the Executive Member for Finance and IT.

REASONS FOR DECISIONS:

- (1) To provide a financial receipt to help fund the District Council's capital programme;
- (2) To facilitate the provision of new private and affordable housing through the use of Council owned land that might otherwise remain of limited benefit to the community;
- (3) Marketing the land on the open market will maximise interest from developers and satisfy the requirements to obtain the best price reasonably obtainable.

76 COVID-19 LEISURE CONTRACTS RECOVERY

Audio recording – 2 hours 35 minutes 39 seconds

NB This item was discussed following the Part 2 Item of the same name (Minute 79 refers)

The Executive Member for Leisure and Environment presented the report entitled Covid-19 Leisure Contracts Recovery

Councillor Steve Jarvis proposed, Councillor Martin Stears-Handscorn seconded and it was:

RECOMMENDED TO COUNCIL: That the recommendations contained in Part 2 report be agreed.

REASON FOR DECISION: As detailed in the Part 2 report.

77 CHARNWOOD HOUSE, HITCHIN

Audio recording – 2 hours 38 minutes 6 seconds

NB This item was discussed following the Part 2 Item of the same name (Minute 81 refers)

The Executive Member for Enterprise and Co-operative Development presented the report entitled Charnwood House, Hitchin.

Councillor Martin Stears-Handscomb summarised that Cabinet were keen that consideration of community use of the building be moved forward, however it was clear that current circumstances made it uncertain as to the exact way in which the building could be used by the community. Cabinet were keen to discuss and work with CCMA and the wider community to explore the best ways to bring the building into community use although there was no rush to make a final decision.

Councillor Keith Hoskins proposed, Councillor Judi Billing seconded and it was:

RESOLVED: That the principle of the option presented be progressed further with the widest possible community engagement on the proposals and use.

REASON FOR DECISIONS: As detailed in the Part 2 report.

78 EXCLUSION OF PRESS AND PUBLIC

Audio recording – 1 hour 17 minutes 44 seconds

Councillor Martin Stears-Handscomb proposed, Councillor Paul Clark seconded and it was:

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 in Paragraph 3 of Part 1 of Schedule 12A of the said Act (as amended).

The Chair announced that Members were to move to the Part 2 meeting at which point a 5 minute break would be taken.

79 COVID-19 LEISURE CONTRACTS RECOVERY

NB The Committee, Member and Scrutiny Manager undertook a roll call to ensure all were present and could hear and be heard.

NB: No audio recording was made for this Part 2 Item

NB This item was discussed prior to the Part 1 Item of the same name (Minute 76 refers)

The Executive Member for Leisure and Environment presented the report entitled Covid-19 Leisure Contracts Recovery.

Councillor Ian Albert commented on the report and recommendations.

Queries raised were responded to by:

- The Service Director – Legal and Community;
- The Service Director – Resources;
- The Managing Director.

Councillor Steve Jarvis proposed, Councillor Ian Albert seconded and it was:

RECOMMENDED TO COUNCIL: That the recommendations contained in the Part 2 report be agreed.

REASON FOR DECISION: As detailed in the Part 2 report.

80 LAND AT THE SNIPE, WESTON, HERTS

NB: No audio recording was made of this Part 2 Item.

NB This item was discussed prior to the Part 1 Item of the same name (Minute 75 refers)

The Executive Member for Enterprise and Co-operative Development presented the report entitled Land at the Snipe, Weston, Herts together with the following appendices:

- Appendix A – Site Plan;
- Appendix B – Memorandum of Agreement.

Councillor Steve Jarvis commented on the report.

Councillor Keith Hoskins proposed, Councillor Martin Stears-Handscomb seconded and it was:

RESOLVED: That the recommendations contained in the Part 2 report be agreed.

REASON FOR DECISION: As detailed in the Part 2 report.

81 CHARNWOOD HOUSE, HITCHIN

NB: No audio recording was made of this Part 2 Item

NB This item was discussed prior to the Part 1 Item of the same name (Minute 77 refers).

The Executive Member for Enterprise and Co-operative Development presented the report entitled Charnwood House, Hitchin together with the following appendices:

- Appendix A - Legal Advice for Options on Charnwood House 2014;
- Appendix B - Report Charnwood House;
- Appendix C - CCMA Preliminary Business Plan Proposal;
- Appendix D - CCMA Plans and Projected Project Costs;
- Appendix E.1 - CCMA Cashflow Forecasts - Basic Plan;
- Appendix E.2 - CCMA Cashflow Forecasts - Worst Case;
- Appendix E.3 - CCMA Cashflow Forecasts - Basic with Two Managers;
- Appendix E.4 - CCMA Cashflow Forecasts - Basic with Extra Rooms Rented;
- Appendix F - CCMA Trustee CVs;
- Appendix G - Annual Premises Costs.

The following Members took part in the debate and asked questions:

- Councillor Judi Billing;
- Councillor Ian Albert;
- Councillor Ian Mantle;
- Councillor Paul Clark;
- Councillor Martin Stears-Handscomb;

Questions were responded to by:

- The Interim Property Consultant;
- The Service Director – Commercial;
- The Service Director – Resources;
- The Managing Director

Tuesday, 15th December, 2020

Councillor Keith Hoskins proposed, Councillor Judi Billing seconded and it was:

RESOLVED: That the principle of the option presented be progressed further with the widest possible community engagement on the proposals and use.

REASONS FOR DECISION:

- (1) To bring a town centre asset into beneficial use for the wider community;
- (2) To reduce ongoing maintenance costs for this property.

The meeting closed at 10.11 pm

Chair