

# COUNCIL MEETING

**Date:** 14 July 2014

**Venue:** East Northamptonshire House, Cedar Drive, Thrapston

**Time:** 7.30pm

**Present:** Councillors:-

**Gill Mercer (Chairman of the Council)**  
**Marika Hillson (Vice-Chairman of the Council)**  
**Steven North (Leader of the Council)**  
**Glenn Harwood MBE (Deputy Leader of the Council)**

**Peter Baden**  
**Tony Boto**  
**Wendy Brackenbury**  
**Pauline Bradberry JP**  
**Richard Gell**  
**Glenvil Greenwood-Smith**  
**Sylvia Hobbs**  
**Marian Hollomon**  
**Dudley Hughes JP**  
**Sylvia Hughes**  
**Barbara Jenney**  
**David Jenney**  
**Richard Lewis**

**Eloise Lucille**  
**Andy Mercer**  
**Bob Nightingale**  
**Sarah Peacock**  
**Ron Pinnock**  
**Rupert Reichhold**  
**Alex Smith**  
**Jeremy Taylor**  
**Robin Underwood**  
**Jake Vowles**  
**Peter Wathen**  
**Pam Whiting**  
**Colin Wright**

## **79. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors David Brackenbury, John Farrar, Roger Glithero JP, Brian Northall, David Read, Anna Sauntson, Phillip Stearn and Clive Wood.

## **80. MINUTES**

Subject to the inclusion of the detail of the appointment of the Chairman of the Joint Standards Complaints Committee and the Chairman and Vice-Chairman of the Governance and Audit Committee, the minutes of the annual meeting held on 14 May 2014 were approved and signed by the Chairman.

## **81. DECLARATIONS OF INTEREST**

There were no declarations of interest.

## **82. ANNOUNCEMENTS BY THE CHAIRMAN AND CHIEF EXECUTIVE**

The Chairman made the following address to the meeting:

*"My first 2 months as Chairman have been quite eventful.*

*Military parades have come to the forefront with a parade in Northampton to commemorate D-Day, a march past by the Queens' Royal Lancers in Northampton, a flag raising ceremony in Huntingdon and Freedom of the Town ceremony in St Neots for the 423<sup>rd</sup> Air Base Group at Alconbury and Royal Anglian Regiment. I attended a very interesting tour of the base at RAF Alconbury, as well as their famous Independence Day celebration with fantastic firework display.*

*I was honoured to attend the Queen's Royal Garden Party at Buckingham Palace attended the retirement Party for Lady Juliet Townsend (outgoing Lord Lieutenant), and Garden party in Wigsthorpe with the new High Sheriff, Anne Burnett.*

*Amongst other civic events we attended one at Grendon Hall to support the Nene Valley Care Trust that looks after young people as they leave care homes, plus the historic Rothwell (or as they pronounce it), Rowell Fair memorable in itself, but especially for its 6am start time.*

*I was pleased to give out Long Service Awards to staff at ENC. I also helped judge and then give out prizes for the Saving Lives on the Nene competition where young people designed the centre for lifebelts try to discourage vandalism of this life saving equipment. Their designs were truly stunning and I hope that they have the desired effect.*

*I also welcomed young people from 5 local schools in this Chamber for the Dragon's Den competition. They came up with some very interesting ideas. I also opened the new ENC Customer service desk in the library in Oundle; a very good example of partnership working between ENC and the County Council. I also opened a new development of Affordable housing in Collyweston, which fits in beautifully with the village surroundings and has the most welcome addition of some bungalows.*

*Thank you to the staff at ENC who are organising a mufti Day to raise money for my charity Prostaaid who help sufferers of prostate cancer. Thank you to all who attended my Civic Service where we also raised funds for my charity. My Golf Day is on 11<sup>th</sup> September, so if you are a golfer and wish to play, please book up soon, as we are nearly fully booked. For non golfers, you can attend the dinner at Collingworth Golf Club to support this event. For those who would like to support my charity, but do not have time to attend events, I have a Just Giving account on which you can pledge donations.*

*We are also planning a celebration, because East Northamptonshire has its 40th birthday this year. I am also looking into another anniversary celebration, as East Northants Partnership with the Loreley is 30 years old in 2015."*

The Chief Executive did not make any announcements.

### **83. LEADER'S ADDRESS**

The Leader of the Council made the following address to the meeting:

*"This is the first council meeting since the Secretary of State's determination of the Rushden Lakes planning application last month. This was a fantastic result for East Northamptonshire and it will be the biggest development the district has seen in a generation. As I have always said, this may be in Rushden, but it is a massive boost to our towns, villages, and more importantly, our residents. It will provide a much needed jobs boost, not only in the construction of the site, but the 1,500 permanent jobs that will be directly created afterwards. It will allow our residents to shop locally and provide additional*

leisure facilities, which will complement the already popular Stanwick Lakes and the Nene Valley. I would like to thank the Development Control Committee for voting unanimously in favour of the application, the Yes2RushdenLakes campaign group and all the officers of the council who have worked tirelessly to make this happen.

Although the Regional Growth Fund was good news for the County, it was disappointing that improvements to the Chowns Mill roundabout on the A45/A6 were not part of the funding decision. A lot of hard work also went into this and the improvement in infrastructure is a necessity with the developments at the Lakes, the Rushden East extension and possible growth in Irthlingborough. This really is needed. Of course with the growth at Warth Park in Raunds, the A45 needs to be a dual carriageway from the A14 junction at Thrapston as well. These will be ongoing campaigns of this council, as they are too small to be funded by the Community Infrastructure Levy.

Thank you.”

#### **84. REPORTS OF COMMITTEES**

##### **(a) Development Control Committee – 28 May, 11 June and 2 July 2014**

The reports of the above Committee, presented by the Chairman, Councillor Pauline Bradberry JP, were received.

##### **(b) Policy and Resources Committee – 2 June and 30 June 2014**

The reports of the above Committee, presented by the Chairman, Councillor Richard Lewis, were received.

#### **RESOLVED:**

That the recommendations in the following minutes be approved:

##### **62 Introduction of Boat Licensing**

(i) The Public Health Acts Amendment Act 1907 be adopted

*(Reason: To allow ENC to implement the boat licensing scheme.)*

(ii) Delegated authority be given to approve and refuse applications, and revoke and suspend licences for boats for hire to the following posts:

- a) Head of Environmental Services
- b) Health Protection Manager
- c) Executive Director

*(Reason: To ensure the scheme of delegation allows appropriate decision making.)*

(iii) Delegated authority be given to the Monitoring Officer to amend the Constitution to reflect the role of Licensing Panels to consider appeals against decisions taken by officers in respect of licences for boats for hire, including conditions imposed on licences.

**63 Licensing Policy for Hackney Carriage and Private Hire Drivers and Fees and Charges**

Subject 4.3 of the policy (Indecency Offences) being amended by the words “may be refused” being replaced with the words “will normally be refused” and other grammatical amendments being made, the revised Licensing Policy for Hackney Carriage and Private Hire Drivers be adopted

**65 Changes to the Constitution**

(i) Subject to the following amendments being made, the key changes to the Constitution be approved:

(a) Part 3 – Responsibility for Functions. Proposed paragraph 3.4: replace “*all powers*” with “*all delegated powers*.”

(b) Part 3.2 – Scheme of Delegation. Remove proposed insertion of the words “*and the request is supported by the Chairman and Vice-Chairman of the Committee*.”

(c) Part 1 – The wording in relation to the functions of the Licensing Committee being amended as follows:

*The Licensing Committee is responsible for a range of licensing activity including liquor, public entertainment and gambling licensing. The majority of licensing decisions are made through specific Panels comprising three councillors.*

(ii) Delegated authority be given to the Monitoring Officer to make any other minor consistency changes of the type highlighted in paragraph 1.2 of the report and to make changes to the layout of Part 3.2 (Scheme of Delegation) to improve usability of this section.

*(Reason: to enable the proposed changes to provide appropriate and up to date governance arrangements for the Council.)*

**(c) Scrutiny Committee – 18 June 2014**

The report of the above Committee, presented by the Vice-Chairman, Councillor Sarah Peacock, was received.

**(d) Planning Policy Committee – 23 June 2014**

The report of the above Committee, presented by the Vice-Chairman, Councillor Tony Boto, was received.

**(e) Governance and Audit Committee – 9 July 2014**

The report of the above Committee, presented by the Chairman, Councillor Colin Wright, was received.

**85. OTHER REPORTS**

**(a) Licensing Panels**

**(i) Taxi and Miscellaneous Panel – 24 April, 6 May, 28 May and 12 June 2014**

The minutes of the meetings of the Licensing (Taxi and Miscellaneous) Panel held on 24 April, 6 and 28 May and 12 June 2014 were received.

**(ii) Liquor and Gambling Panel – 27 May 2014**

The minutes of the meeting of the Licensing (Liquor and Gambling) Panel held on 27 May 2014 were received.

**86. MOTIONS**

There were no motions.

**87. QUESTIONS**

There were no questions.

**88. REVIEW OF POLLING DISTRICTS AND POLLING PLACES**

Consideration was given to a report submitted by the Democratic and Electoral Services Manager seeking approval to commence a statutory review of polling districts and polling places in East Northamptonshire.

It was reported that the statutory basis for undertaking such a review had been altered by the Electoral Registration and Administration Act 2013, which required local authorities to complete a review of polling districts and polling places within 16 months of the next parliamentary election, which was scheduled to take place on 7 May 2015.

Accordingly, a timetable for the review had been developed to allow for consultation with the Acting Returning Officers for the Corby and Wellingborough parliamentary constituencies, as well as with experts in disability and accessibility concerns.

It was noted that the review would be concluded with a final report that would be presented for consideration by the Council at its meeting on 8 October 2014.

**RESOLVED:-**

That, having due regard to the equality impact assessment set out at Appendix 3, the publication of the Notice for the Polling District and Polling Place Review be authorised and the process and timetable for the review be endorsed.

**Chairman**

# JOINT STANDARDS COMPLAINTS COMMITTEE

**Date:** 16 July 2014

**Venue:** East Northamptonshire House, Cedar Drive, Thrapston

**Time:** 7.30pm

**Present:** Councillor Andy Mercer (East Northamptonshire Council) (Chairman)

**East Northamptonshire Councillors:**

Pauline Bradberry JP  
David Jenney

Sylvia Hobbs  
Bob Nightingale

**Town and Parish Councillors:**

David Coleman	(Rushden Town Council)
John Greig	(Titchmarsh Parish Council)
Derek Lawson	(Higham Ferrers Town Council)
Arthur Whittaker	(Yarwell Parish Council)

Vivienne Barnard	Independent Person
Andrew Sortwell	Reserve Independent Person

**89. APPOINTMENT OF VICE-CHAIRMAN**

**RESOLVED:**

That Councillor Mike Clements be appointed Vice-Chairman of the Joint Standards Complaints Committee for the year 2014-15

**90. MINUTES**

The minutes of the meeting of the Joint Standards Complaints Committee held on 29 January 2014 were approved and signed by the Chairman.

**91. APOLOGIES FOR ABSENCE**

Apologies for absence were received from ENC Councillor Colin Wright and Parish Councillor Fiona Cowen (Collyweston Parish Council).

## **92. DECLARATIONS OF INTEREST**

The following interest was declared in the Agenda items specified below:

<b>Councillor</b>	<b>Agenda item</b>	<b>Nature of Interest</b>	<b>DPI</b>	<b>Other Interest</b>
Mike Clements	Activity Report of the Monitoring Officer	Party involved in complaints referred to in report		Yes

## **93. QUESTIONS SUBMITTED UNDER PROCEDURE RULE 10.3**

There were no questions submitted under Procedure Rule 10.3.

## **94. REQUESTS FOR DISPENSATIONS**

The Monitoring Officer reported that one dispensation request had been received, but as this had not been connected to a Disclosable Pecuniary Interest, the Monitoring Officer had been unable to consider it. The details of the request were contained in the activity report.

## **95. ACTIVITY REPORT OF THE MONITORING OFFICER**

The Monitoring Officer submitted a report outlining activity in relation to the Standards Framework in the period from the last meeting of the Committee in January 2014 to date.

The Monitoring Officer reported that there were 17 outstanding register of interest forms for Town and Parish Councillors, representing a 95% return rate. The Monitoring Officer was aware of 18 vacancies in Town and Parish Councils within the District.

Under the Localism Act 2011, Parish Councils were required to publish their own Registers of Interest where the Parish Council operated its own website. Despite being reminded of this requirement by the Monitoring Officer, only 7 Parish Councils had complied with it and 15 websites still did not display the required information. The Monitoring Officer would be contacting Clerks again to ensure that they were aware of the requirement.

Since the last meeting of the Committee, 26 enquiries had been made with the Monitoring Officer or the Deputy Monitoring Officers and five new complaints had been received. A summary of the nature of the complaints was provided.

### **RESOLVED:**

That the report be noted

## **96. REVIEW OF STANDARDS ARRANGEMENTS**

The Committee considered a report of the Monitoring Officer on the current standards arrangements which had been in operation for two years, and the key issues that had arisen during this period. Changes to the definitions of the Nolan Principles of Public Life were noted together with recommendations arising from a legal review of the Constitution and the Committee was asked to determine whether any changes should be made as a result.

A summary of the 13 complaints which had been received since July 2012 was provided, together with the outcome of those complaints or their current position in the complaints procedure. The average length of time from notification of the complaint to the outcome of the initial assessment being notified to the complainant was 31 working days.

It was considered that inviting a Councillor complained against to make an apology at an early stage in the process, without making any judgement as to whether a breach of the Code of Conduct had occurred, might lead to the withdrawal of some complaints.

The Monitoring Officer undertook to examine whether there were implications for the timescales for completing the various stages of the complaints process arising from changes to European Union Service Directives and would advise the Committee in due course.

Members considered that the Council's Code of Conduct should be revised to take account of the amendments made to the Nolan Principles and the legal review and Town/Parish Councils would be invited to adopt this revised Code. It was noted that Town/Parish Councils which had adopted the current ENC Code and declined to adopt the revised Code would continue to have the current Code in place. In addition there were Councils which had adopted the NALC Code of Conduct, and that this could therefore result in three Codes of Conduct being in place within the East Northamptonshire District.

**RESOLVED:** That

- i) the ENC Code of Conduct be strengthened to reflect the revised wording of the Nolan Principles and the Legal Review
- ii) the Monitoring Officer, in consultation with the Chairman of the Committee, be authorised to compose the revisions to the Code of Conduct and Constitution

**RESOLVED TO RECOMMEND TO THE GOVERNANCE AND AUDIT COMMITTEE:** That

- i) subject to any necessary grammatical corrections being made and the amendment set out below, the amendments to Parts 5.1 and 9 of the Constitution set out in Appendix C to the report be approved

Part 9, Annex 1 - Section 3 (d)

Revise to provide clarity that complaints need not be referred to the relevant Group Leader or local party branch where it is not in the interests of ensuring a satisfactory outcome to the complaint or where no such party network exists.

Where complaints are referred to a Group Leader or local party branch, the Monitoring Officer to request that they be provided with the outcome of the complaint.

**Chairman**



# PLANNING POLICY COMMITTEE

**Date:** 21 July 2014

**Venue:** East Northamptonshire House, Cedar Drive, Thrapston

**Time:** 8.00pm

**Present:** Councillors: David Brackenbury (Chairman)  
Tony Boto (Vice-Chairman)

Marian Hollomon  
David Jenney  
Bob Nightingale  
Steven North

Sarah Peacock  
Jake Vowles  
Pam Whiting

## 97. MINUTES

The minutes of the meeting held on 23 June 2014 were approved and signed by the Chairman.

## 98. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Peter Baden, Wendy Brackenbury, Glenvil Greenwood-Smith, Glenn Harwood MBE, Sylvia Hughes and Jeremy Taylor.

## 99. DECLARATIONS OF INTEREST

No declarations of interest were made.

## 100. QUESTIONS UNDER COUNCIL PROCEDURE RULE 10.3

There were no questions submitted under Procedure Rule 10.3.

## 101. REVIEW OF EXISTING ARTICLE 4 DIRECTIONS

The Senior Conservation Officer reported that on 25 July 2011 (minute 119 refers) the Committee had approved revisions to the Council's Article 4 Directions and work had been carried out to prepare draft Directions. As a considerable amount of time had passed since the Committee had considered the issues, and following the receipt of legal advice on procedural matters, the Committee was updated on the current position and requested to renew the authority to carry out the work to revise the Directions.

It was noted that only four conservation areas were subject to the existing Directions, although further Directions could be applied in due course, if it was felt pertinent to do so.

**RESOLVED:** That

- i) the revision of the four existing Article 4 Directions in accordance with the principles set out below, be approved.
- Class A of Part 1 of Schedule 2 – *the enlargement, improvement or other alteration of a dwelling house*
  - \*Class B of Part 1 of Schedule 2 – *the enlargement of a dwelling house consisting of an addition or alteration to its roof*
  - Class C of Part 1 of Schedule 2 – *any other alteration to the roof of a dwelling house*
  - Class D of Part 1 of Schedule 2 – *the erection or construction of a porch outside any external door of a dwelling house*
  - \*Class E of Part 1 of Schedule 2 – *the provision within the curtilage of the dwelling house of any building or enclosure, swimming or other pool required for a purpose incidental to the enjoyment of the dwelling house as such, or the maintenance, improvement or other alteration of such a building or enclosure; or, a container used for domestic heating purposes for the storage of oil or liquid petroleum gas.*
  - \*Class F of Part 1 of Schedule 2 – *the provision within the curtilage of a dwellinghouse of a hard surface for any purpose incidental to the enjoyment of the dwellinghouse*
  - \*Class G of Part 1 of Schedule 2 – *the installation, alteration or replacement chimney, flue or soil vent pipe on a dwellinghouse*
  - Class H of Part 1 of Schedule 2 – *the installation, alteration or replacement of a microwave antenna on a dwellinghouse or within the curtilage of a dwellinghouse*
  - Class C of Part 2 of Schedule 2 – *the painting of the exterior of any building or work*  
\*Class A of Part 40 of Schedule 2 – *the installation, alteration or replacement of solar PV or solar thermal equipment on (a) a dwellinghouse; or (b) a building situation within the curtilage of a dwellinghouse*
- ii) a further report will be submitted to the Committee for confirmation of the Directions in due course be noted.  
(Reason - to accord with the legislation)

**102. NORTH NORTHAMPTONSHIRE JOINT CORE STRATEGY REVIEW – EMERGING DRAFT JCS POLICY 14 DEENETHORPE AIRFIELD AREA OF OPPORTUNITY**

The Committee considered a report of the Senior Planning Policy Officer outlining the current position on the review of the North Northamptonshire Joint Core Strategy and seeking further input from the Committee in relation to Policy 14 relating to the potential for an exemplar new village at Deenethorpe Airfield.

The issues to be considered in developing the policy, together with a masterplan and delivery strategy, were outlined.

Although envisaged to be larger settlements, the principles for the development of Garden Cities had relevance to the proposed development at Deenethorpe Airfield. These principles and those put forward by the promoters of the Deenethorpe village proposals for making it a zero carbon development were set out in paragraphs 4.8 and 5.4 of the report.

**RESOLVED:** That

- i) the inclusion of the Area of Opportunity Policy for Deenethorpe Airfield in the Joint Core Strategy continue to be supported
- ii) subject to the target standards for quality etc being balanced with the viability of the scheme, the (still extant) national eco-towns standards set out in Appendix 2 to the report represent an appropriate basis for ensuring the highest possible quality of development.
- iii) subject to the inclusion of an appropriate principle in relation to education provision, the overarching development principles, to be covered by the development masterplan, set out in paragraphs 4.8 and 5.4 of the report, are regarded as sufficiently extensive and inclusive.

*(Reason - to enable the overarching strategic element of the Local Plan (the Joint Core Strategy) to be taken forward to its formal submission to the Secretary of State with the utmost speed and efficiency)*

**R.5 RESOLVED TO RECOMMEND TO COUNCIL:** That

a Steering Group be established, with similar Terms of Reference to the Rushden East Project Board, to work with the promoters of the development, local communities and infrastructure and service providers to test and refine the proposals for a new village through the preparation of a masterplan and the membership of the Steering Group be drawn from all Members of the Council.

### **103. RUSHDEN EAST VISION AND DEVELOPMENT OBJECTIVES**

The Planning Policy and Conservation Manager reported that the Rushden East Project Board had agreed a draft Vision and Development Objectives at its meeting held on 11 June 2014 and had requested that these be submitted to the Committee for endorsement.

**RESOLVED:** That the Vision Statement and Development Objectives set out in Appendix 1 be endorsed.

*(Reason - to enable progress to be made on policy development and masterplanning for Rushden East)*

### **104 PLANNING POLICY AND CONSERVATION UPDATE**

The Planning Policy and Conservation Manager provided the Committee with an update on work currently being undertaken by the Planning Policy and Conservation team.

**RESOLVED:** That the report be noted.

**Chairman**

## **Appendix 1: Rushden East Vision Statement**

### **Introduction**

*Rushden has been identified as suitable for a sustainable urban extension in the emerging draft North Northamptonshire Joint Core Strategy. A site to the east of the A6 (known as 'Rushden East'), located between John Clarke Way and Newton Road roundabouts, has been identified as a broad location.*

*A site specific development plan document ('the Four Towns Plan'), to be prepared by East Northamptonshire Council, will define precise boundaries and policy expectations. Adoption of this document will be a pre-requisite before any planning applications are granted consent to ensure a sustainable development is realised.*

*Rushden East will offer an exciting opportunity for managed growth of the town over the next twenty years. The Rushden East Project Board has formulated the following Vision and Objectives to help shape the future development. This will be subject to further discussion and testing with key partners.*

### **The Vision for Rushden East**

Rushden East will be a truly sustainable and attractive development that helps meet the long-term aspirations for economic growth; offers a high quality of life for new and existing residents and enhances the image of the town as a whole. It will be a new distinctive neighbourhood with its own separate identity but well-connected and integrated with the town as a whole.

Providing new jobs will be just as important as new homes to help redress the balance of jobs to homes in Rushden as a whole. The site will support job creation, entrepreneurship and innovation. A range of different job opportunities will be available through dedicated business, a local centre and opportunities for working and starting businesses at home. It will meet the day to day community needs of residents on site but also contribute to enhancing Rushden as a whole, for example through the provision of high quality open space.

There will be a destination open space on site as well as other natural and formal green spaces and there will also be new connections to the wider Greenway network. The existing landscape character will inform the nature of the built development, including the treatment of the edges of the place to sensitively manage the change from town to country.

The development will be well connected to the rest of the town, especially the centre, for pedestrians and cyclists and by public transport and car. Where Hayden Road meets the A6, there will be a central access opportunity to the town. The character and environment of the A6 will be significantly changed between Newton Road and John Clarke Way to ensure a well-connected and high quality environment for people living at Rushden East whilst enabling relevant development and commercial opportunities such as a neighbourhood centre.

The site itself will include a connected grid of streets, fronted by buildings, reminiscent of the Victorian and Edwardian streets in the town. A main street will run through the development linking the roundabouts at Newton Road and John Clarke Way. The local centre, or centres, will be located at accessible intersections to capture passing trade and contain a mix of uses including primary schools. New homes will be generous-sized and include both affordable homes and specialist homes for the elderly.

## Development Objectives

The development will deliver:

### Economic

- Approximately 2,000-2,500 new homes including affordable homes and homes catering for the older population (bungalows, sheltered accommodation, and/or extra care facility).
- More new jobs generated than new homes built, with the employment-related uses coming forward before or in tandem with the housing.
- A mix of employment opportunities including offices and industrial premises as well as a local centre, small-scale business space and dwellings suitable for home working or business start-ups.
- The opportunity for further development beyond the current scale of development through safeguarding land and access opportunities.

### Environmental

- A sensitively designed environment responding to the existing landscape character and features, including how the edge of the site is treated.
- New links to connect with the wider Greenway network.
- New and attractive destination open space.
- Green spaces with the imaginative use of water to both manage drainage and make them more attractive.
- A clear physical separation from the villages of Caldecott, Chelveston and Newton Bromswold but with footpaths and cycle ways to connect them to the new area.
- Enough green space to mitigate potential impacts on the Nene Valley Special Protection Area
- A permeable and well-connected grid of streets

### Social

- Green spaces and community facilities managed by the Rushden Town Council (and Higham Ferrers Town Council if appropriate).
- On-site community facilities including two new primary schools, primary health care, new community space, land for a new cemetery and other local community facilities such as allotments.
- Land reserved for a potential new secondary school.

# DEVELOPMENT CONTROL COMMITTEE

Date: 23 July 2014

Venue: East Northamptonshire House, Cedar Drive, Thrapston

Time: 7.00pm

Present:	Councillors: Pauline Bradberry JP	Chairman
	Barbara Jenney	Vice-Chairman
	Derek Capp	Anna Sauntson
	Andy Mercer	Alex Smith
	Brian Northall	Philip Stearn
	Ron Pinnock	Robin Underwood
	David Read	Pam Whiting

## 105. MINUTES

The minutes of the meeting held on 2 July 2014 were approved and signed by the Chairman.

## 106. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Roger Glithero JP, Marika Hillson, Dudley Hughes JP, Bob Nightingale and Peter Wathen

## 107. SECTION 106 AGREEMENTS – UPDATE

In accordance with Minute 280 from the meeting held on 28 November 2012, the Head of Planning Services submitted a report and circulated an updated report detailing progress with regard to the drafting of S106 Agreements in respect of matters where the Committee had previously resolved to grant planning permission, subject to the prior finalisation of such an agreement.

Members considered a request by the Head of Planning Services for an extension in respect of applications EN/12/01368/FUL Glapthorn Road, Oundle and EN/12/01957/FUL Midland Road, Thrapston until the end of August 2014.

### RESOLVED:

1. That the report be noted.
2. That extensions in respect of applications EN/12/01368/FUL Glapthorn Road, Oundle and EN/12/01957/FUL Midland Road, Thrapston be approved.

## 108. DECLARATIONS OF INTEREST AND INFORMAL SITE VISITS

The following interests were declared in the agenda items specified below:-

(a) **Declarations of Interest**

<b>Councillors</b>	<b>Applications</b>	<b>Nature of Interest</b>	<b>DPI</b>	<b>Other interest</b>
Robin Underwood	14/00886/OUT	Knew the Agent and Applicant		Yes
Ron Pinnock	14/00886/OUT	Knew the Applicant		Yes
Barbara Jenney	14/00886/OUT and 14/00532/REM	Knew the Agents and one of the speakers		Yes
Pam Whiting	14/00886/OUT	Knew the Applicant		Yes

(b) **Informal Site Visits**

Councillor Anna Sauntson indicated that she had undertaken an informal site visit to 65 Northampton Road, Rushden, (14/00886/OUT).

Councillor Andy Mercer indicated that he had undertaken an informal site visit to 65 Northampton Road, Rushden, (14/00886/OUT).

**109. PUBLIC SPEAKERS**

The following people spoke on the items as indicated:

- i) **Mrs Gallo** – 14/00886/OUT - 65 Northampton Road, Rushden (Objector)
- ii) **Richard Oberman** – 14/00886/OUT – 65 Northampton Road, Rushden (Applicant)
- iii) **Jon Sidey** – 14/00532/REM – 112 Irchester Road, Rushden (Agent)
- iv) **Councillor Ann Fitzgerald** - 14/00857/FUL - Fletton House, Glapthorn Road, Oundle (on behalf of Oundle Town Council)
- v) **Rebecca Green** - 14/00857/FUL - Fletton House, Glapthorn Road, Oundle (Objector)
- vi) **Councillor Adrian Dale** - 11/00654/OUT - JST Forklifts Ltd., Higham Road, Chelveston (On behalf of Chelveston Parish Council)

**110. DELEGATIONS TO HEAD OF PLANNING SERVICES**

Members received a report which provided an update on the following applications where actions had been delegated to the Head of Planning Services:-

**EN14/00749/VAR** Land off Mitchell Road, Corby

**RESOLVED:**

That the contents of the report be noted.

**110. PLANNING APPLICATIONS**

The Committee considered the planning applications report, with updated information on a number of the applications and representation made by public speakers at the meeting.

**(i) 14/00675/OUT – Oundle Marina Village, Barnwell Road, Oundle, Peterborough**

The Committee considered a report detailing an outline application for the redevelopment of the site at Oundle Marina to provide a mixed use scheme to include improved marina facilities, residential moorings, permanent floating accommodation, two pubs/restaurants, A1 retail space, B1 and B2 business space, holiday accommodation, boatyard, boat clubhouse, parking and associated infrastructure.

Members noted that one letter of objection had been received, and further noted that Barnwell Parish Council supported the application.

The Committee **agreed to grant** the application, subject to the conditions detailed within the officer's report with an informative regarding possible S.106 at the reserved matters stage.

**(ii) 14/00810/VAR – Old Station House, Midland Road, Thrapston, Northamptonshire**

The committee considered an application to vary condition 22 of planning permission EN12/01741/FUL to amend phase 3 to phase 2, condition 23 and condition 38.

The application had been brought before the Committee as it was a major application.

The Committee **agreed to grant** the variation, subject to the conditions detailed within the officer's report.

**(iii) 14/00871/VAR – Darsdale Farm Site, Chelveston Road, Raunds, Northamptonshire**

The Committee considered a report detailing an application to vary condition 1 of planning permission 13/01604/REM to vary the alignment of Street 1 between Chelveston Road access at Rushmere through to plots 271/272. The application had been brought before the Committee as it was a major application.

The Committee **agreed to grant** the variation, subject to the conditions detailed within the officer's report.

**(iv) 14/00886/OUT – 65 Northampton Road, Rushden, Northamptonshire**

Following a deferral at the Development Control Committee meeting on 2 July 2014, a site visit had been undertaken by members on 11 July 2014.

The Committee considered a report detailing an outline application for the development of three residential dwellings, including the demolition of an existing garage and proposed access drive, with all matters reserved except access and scale. The application had been brought before the Committee at the request of Councillor A Mercer.

Members noted that one letter of objection and one letter of concern had been received.

The Committee **agreed to grant** the outline application, subject to the conditions detailed within the officer's report.



**(v) 14/00532/REM – 112 Irchester Road, Rushden, Northamptonshire**

The Committee considered a reserved matters application for the erection of four, four bedroomed residential dwellings, together with access drive and amenity space pursuant to planning permission EN/12/01281/OUT. The application had been brought before the Committee due to an objection received from Rushden Town Council.

The Committee **agreed to grant** the application, subject to the conditions detailed within the officer's report.

**(vi) 14/00857/FUL – Fletton House, Glaphorn Road, Oundle, Peterborough**

The Committee considered a report detailing an application for a proposed:

- Change of use of part of upper floor from D1 non-residential institution to B1 business.
- Change of part of the ground floor from D1 non-residential institution to A3 coffee shop.
- Replacement of the windows and re-covering of the roof.
- Demolition of a single storey building.
- The construction of a single storey extension to the east elevation and;
- A two storey extension to the west elevation plus an extension to the existing car park.

The application had been brought before the Committee as Oundle Town Council was the applicant.

Members noted that letters of objection to, and support of the application had been received.

The Committee **agreed to grant** the application, subject to the conditions detailed within the officer's report.

**(vii) 14/00744/FUL – Woodlands, Main Street, Fotheringhay, Peterborough**

The Committee considered a report detailing an application for proposed garages, workshop and annexe extension to dwelling, including change of use to residential curtilage.

The application had been brought before the Committee due to an objection from Fotheringhay Parish Meeting.

The Committee **agreed to grant** the application, subject to the conditions detailed within the officer's report.

**(viii) 11/00654/OUT – JST Forklifts Ltd, Higham Road, Chelveston, Northamptonshire**

The Committee considered a report detailing an outline application for the erection of nine residential dwellings with all matters reserved except for access.

The application had been brought before the Committee in accordance with the Scheme of Delegation as it was for more than one dwelling in a restricted infill village.

Members noted that five letters of objection had been received.

The Committee **agreed to grant** the application, subject to the conditions detailed within the officer's report and the additional conditions detailed within the update report.

**(ix) 12/01517/FUL – Land rear of 23 and 25 St Marys Avenue, Rushden, Northamptonshire**

The application had been withdrawn from the agenda as the applicant had been unable to provide the necessary additional details prior to the committee meeting. Officers indicated that they would continue to work with the applicant so that the application can be reported to a later committee meeting.

**Chairman**

# EXTRAORDINARY COUNCIL MEETING

**Date:** 28 July 2014

**Venue:** East Northamptonshire House, Cedar Drive, Thrapston

**Time:** 7.00pm

**Present:** Councillors:-

**Gill Mercer (Chairman of the Council)**  
**Steven North (Leader of the Council)**  
**Glenn Harwood MBE (Deputy Leader of the Council)**

**Peter Baden**  
**David Brackenbury**  
**Wendy Brackenbury**  
**Pauline Bradberry JP**  
**John Farrar**  
**Richard Gell**  
**Roger Glithero JP**  
**Glenvil Greenwood-Smith**  
**Sylvia Hobbs**  
**Sue Homer**

**Richard Lewis**  
**Andy Mercer**  
**Bob Nightingale**  
**Ron Pinnock**  
**Rupert Reichhold**  
**Phillip Stearn**  
**Robin Underwood**  
**Pam Whiting**  
**Clive Wood**

## **111. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Tony Boto, Marika Hillson, Marian Hollomon, Dudley Hughes JP, Sylvia Hughes, Barbara Jenney, David Jenney, Brian Northall, Sarah Peacock, David Read, Anna Sauntson, Jeremy Taylor, Jake Vowles, Peter Wathen and Colin Wright.

## **112. DECLARATIONS OF INTEREST**

Councillor Andy Mercer declared an other interest in respect of the item 'Approval of Revised Capital Programme', as his company develops software systems for sale to local authorities.

## **113. APPROVAL OF REVISED CAPITAL PROGRAMME**

The Executive Director submitted a report which re-presented the revised capital programme that had been recommended for approval by the Finance Sub Committee and the Policy and Resources Committee. It was necessary for the Council to consider the recommendation to approve the programme to enable projects detailed therein to be progressed.

### **RESOLVED:-**

1. That the revised Total Capital Programme (Approved and Development Pool) be approved.

2. That expenditure be approved for following schemes in 2014/15 within the Capital Programme:

- Licences (funded partly by 2013/14 underspend and party by capital reserves)
- Disaster Recovery (funded by capital reserves)
- Stanwick Lakes (funded by New Homes Bonus Stream 3 reserve)

*(Reason: to deliver the Council's capital expenditure plans for 2014/15.)*

**Chairman**

# **POLICY & RESOURCES COMMITTEE**

**Date:** 28 July 2014

**Venue:** East Northamptonshire House, Cedar Drive, Thrapston

**Time:** 7.30 pm

**Present:** Councillors:-

<b>Richard Lewis</b>	<b>(Chairman)</b>
<b>Glenvil Greenwood-Smith</b>	<b>(Vice-Chairman)</b>
<b>Steven North</b>	<b>(Leader of the Council)</b>
<b>Glenn Harwood MBE</b>	<b>(Deputy Leader of the Council)</b>

<b>Peter Baden</b>	<b>Roger Glithero JP</b>
<b>David Brackenbury</b>	<b>Sue Homer</b>
<b>Wendy Brackenbury</b>	<b>Andy Mercer</b>
<b>John Farrar</b>	<b>Rupert Reichhold</b>

## **114. MINUTES OF PREVIOUS MEETING**

The minutes of the Policy and Resources Committee meeting held on 30 June 2014 were approved and signed by the Chairman.

## **115. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Marika Hillson, Dudley Hughes JP and Jeremy Taylor.

## **116. DECLARATIONS OF INTEREST**

Councillor John Farrar declared an other interest in agenda item 8 (Removal of Claw-back Liability – Charles Street, Thrapston) on the basis of his role as Chairman of Spire Homes.

## **117. QUESTIONS BY MEMBERS UNDER COUNCIL PROCEDURE RULE 10.3**

There were no questions under Procedure Rule 10.3.

## **118. MINUTES OF SUB-COMMITTEES AND WORKING PARTIES**

### **(a) District Regeneration Working Party – 5 June 2014**

The minutes of the meeting held on 5 June 2014 were received (pages 125 to 126).

#### **119. CONSULTATION AND ENGAGEMENT STRATEGY 2014 - 2017**

The Committee considered a report of the Head of Resources and Organisational Development that sought approval of the revised Consultation and Engagement Strategy for the next three years, which set out the proposed approach to consulting and engaging with residents, businesses, service users and non-users, partners and stakeholders.

It was reported that the strategy set out the reasons for consulting, who would be consulted, the methods of consultation and when consultation would take place. It would also be accompanied by a toolkit for officers to assist in designing consultation.

#### **RESOLVED:**

That, subject to the inclusion of the words "such as:" at the end of paragraph of 1.2 of the strategy and having had regard to the Equality Impact Assessment, the Consultation and Engagement Strategy 2014 – 2017 be approved.

*(Reason: To update the existing Consultation Strategy and recommend an approach to consultation which is cost effective and will support the council to meet its legal obligations.)*

#### **120. EXCLUSION OF PRESS AND PUBLIC**

#### **RESOLVED:**

That the public and press be excluded from the meeting during consideration of the following item of business because exempt information, as defined under paragraphs 1, 2, 3 and 5 of Part 1 of Schedule 12A of the Local Government Act 1972, may be disclosed.

#### **121. UPDATE ON LAND CHARGES SEARCH REFUNDS**

The Committee considered a report from the Executive Director which provided an update on the proposed settlement of legal actions relating to requests for refunds for Land Charges searches following the abolition of personal search fees in 2010.

#### **RESOLVED:**

1. That the current position in relation to the legal actions be noted.
2. That, subject to the figure being below £200,000, the payment of any settlement in relation to the two claims detailed within the report be authorised.
3. That the continued contribution to the joint legal action to recover additional monies to cover the settlements from central government as part of the New Burdens regimen be authorised.

*(Councillor John Farrar, having declared an interest in the following item of business, left the meeting during consideration of the items, taking no part in the discussion or voting thereon)*

**122. REMOVAL OF CLAW-BACK LIABILITY – CHARLES STREET, THRAPSTON**

The Housing Strategy and Delivery Manager presented a report detailing a request from a local housing association to sell a rented property to a current owner-occupier without the claw-back provision to enable the potential development of affordable housing.

The committee considered the options available and the implications associated therein and

**RESOLVED:**

1. That Spire Homes be enabled to transfer a rented property to the owner-occupier of the property referred to in the report, in exchange for their property.
2. That the transfer be treated as an 'exempt and clear' disposal, not subject to the claw-back provisions.
3. That the arrangement in this case be regarded as a one-off decision and that any future cases be determined according to their own merits.

*(Reason – To ensure that the council disposes of its assets in accordance with legal requirements and to support the development of affordable housing in the district..)*

**Chairman**



# District Regeneration Working Party

Minutes of meeting held on Thursday 5 June 2014  
at 2pm in The Kasen Room (formerly CHG2)

**Present:**

<b>Councillors:</b>	Councillor Steven North (Chair)	Cllr SN
	Councillor Glenn Harwood	Cllr GH
	Councillor Roger Glithero	Cllr RG
	Councillor Richard Lewis	Cllr RL
<b>Officers:</b>	David Oliver, Chief Executive	DO
	Lisa Hyde, Head of Customer & Community Services	LJH
	Katy Everitt, Head of Resources & Organisational Development	KE

**Additional Attendees – for item 4 only**

Mike Greenway, Community Partnerships Manager	MG
Sean Silver, Community Partnerships Officer	SS
Su Davies, External Funding Manager	SD
Jenny Walker, Environmental Protection Manager (deputy for Mike Deacon)	JW
<b>Minutes:</b> Sharon Prior, Executive Support Officer	SP

**ACTION**

1. **Apologies**

1.1. Apologies had been received from:-

- Councillor David Brackenbury
- Sharn Matthews, Executive Director
- Mike Deacon, Head of Environmental Services
- David Reed, Head of Planning Services
- Glenn Hammons, Chief Finance Officer
- Kelly Watson, Finance Manager

2. **Minutes of previous meeting held on 27 February 2014 and matters arising**

**Matters arising**

2.1. **Minute 5.2 – Superfast Broadband**

DO confirmed BDUK had been successful in obtaining additional funding to complete the Broadband project. Their bid requested £3.8m, but they had received £5.5m. DO noted that this meant that our contribution of £300,000, as agreed at the previous meeting, was likely to attract further broadband coverage for the district. DO then advised the funding agreement was expected from NCC for signature, to confirm our £300,000 contribution; this document would be discussed with the Leader prior to signature.

**DO/Cllr S North  
(Leader)**

2.2. The minutes of the previous meeting held on 27 February 2014 were agreed as a true record. These minutes had been approved by the Policy & Resources Committee at its meeting held on 10 March 2014.

**SP**



### 3. **Growth Peer Challenge**

- 3.1. DO presented his covering report together with the Peer Challenge report from the LGA (Appendix 1), which DRWP noted. An Action Plan, included at Appendix 2, listed the recommendations contained within the Peer Challenge report and subsequent actions required to progress those recommendations.
- 3.2. The Working Party reviewed the Action Plan in detail and noted their comments and amendments. DO agreed to revise the Action Plan and agree the final version with the Leader. The Peer Challenge report and Action Plan would be published on the Council's website in due course.

DO/SP

DO left the meeting at 3pm.

MGreenway, SSilver, SDavies and JWalker joined the meeting at 3.05pm.

### 4. **Community Facilities Fund 2014/15 – to consider Expressions of Interest (Eols)**

- 4.1. Cllr SN initially presented the item outlining the good response received in the first year, and the number of projects that received funding that will make a hands-on difference to communities. The funding available for this year was noted as £219,000.
- 4.2. LJH outlined the process prepared by the Community Partnerships Team to review the Expressions of Interest (Eols) – 32 in total – received for the second round of the Community Facilities Fund (2014/15), which the meeting noted.
- 4.3. Members considered the bids received, and noted their comments on the proposals put forward. The following bids were rejected, as Members felt they did not meet the criteria – projects numbered 17, 27, 28, 29, 30, 31 and 32. Members then **recommended** to progress to the full bid stage for all those projects scoring a total of 4 or 5, at total cost of £520,130. LJH/MG/SS to contact those groups whose bids scored 4 or 5 to progress their projects to the full bid stage. These bids would then be discussed at the next meeting of the Working Party, scheduled for August 2014.
- 4.4. Following the recommendation made above in 4.3, LJH/MG/SS would contact those groups who had been unsuccessful.

LJH/MG/SS

### 5. **Any Other Business**

- 5.1. No further items were raised.

### 6. **Date of Next Meeting**

- 6.1. The Working Party agreed to hold the next meeting in August 2014; SP to finalise date with Members and Officers.

The meeting closed at 3.54pm.

DO/SP 19.6.14

Minutes approved by the Chair of the Working Party – 25.6.14

# DEVELOPMENT CONTROL COMMITTEE

**Date:** 13 August 2014

**Venue:** East Northamptonshire House, Cedar Drive, Thrapston

**Time:** 7.00pm

**Present:**

<b>Councillors:</b>	<b>Pauline Bradberry JP</b>	<b>Chairman</b>
	<b>Barbara Jenney</b>	<b>Vice-Chairman</b>
	<b>Derek Capp</b>	<b>David Read</b>
	<b>Roger Glithero JP</b>	<b>Philip Stearn</b>
	<b>Marika Hillson</b>	<b>Robin Underwood</b>
	<b>Andy Mercer</b>	<b>Peter Wathen</b>
	<b>Bob Nightingale</b>	<b>Pam Whiting</b>
	<b>Ron Pinnock</b>	

## 123. MINUTES

The minutes of the meeting held on 23 July 2014 were approved and signed by the Chairman.

## 124. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Dudley Hughes JP, Brian Northall, Anna Sauntson and Alex Smith

## 125. SECTION 106 AGREEMENTS – UPDATE

In accordance with Minute 280 from the meeting held on 28 November 2012, the Head of Planning Services submitted a report and circulated an updated report detailing progress with regard to the drafting of S106 Agreements in respect of matters where the Committee had previously resolved to grant planning permission, subject to the prior finalisation of such an agreement.

Members considered a request by the Head of Planning Services for an extension in respect of applications EN/12/01368/FUL Glapthorn Road, Oundle and EN/12/01957/FUL Midland Road, Thrapston until the end of September 2014.

### **RESOLVED:**

1. That the report be noted.
2. That extensions in respect of applications EN/12/01368/FUL Glapthorn Road, Oundle and EN/12/01957/FUL Midland Road, Thrapston be approved.

## 126. DECLARATIONS OF INTEREST AND INFORMAL SITE VISITS

The following interests were declared in the agenda items specified below:-

### (a) Declarations of Interest

<b>Councillors</b>	<b>Applications</b>	<b>Nature of Interest</b>	<b>DPI</b>	<b>Other interest</b>
Andy Mercer	14/01002/FUL	Member of the Conservative Club		Yes – left the room
Barbara Jenney	14/01002/FUL	Member of the Conservative Club		Yes – left the room
Robin Underwood	14/01002/FUL	Attended meetings at the venue		Yes
Ron Pinnock	14/01002/FUL	Attended meetings at the venue		Yes
Marika Hillson	14/01002/FUL	Attended meetings at the venue		Yes
Roger Glithero	14/01214/FUL	Knew the Applicant and was familiar with the site from a previous application		Yes
David Read	Item 7 Distribution of S. 106 monies at Lanterns in Irthlingborough - 08/02282	Family member had purchased a house on the site		Yes

### (b) Informal Site Visits

None were reported.

## 127. PUBLIC SPEAKERS

The following people spoke on the items as indicated:

- i) **Mr Bob Parkes** – 14/00963/VAR – 161 High Street, Rushden (Agent)
- ii) **Mr Neville Wood** – 14/01002/FUL- 44 High Street South, Rushden (Agent)
- iii) **Mr David Shaw** – 14/00789/REM – Phase 2, Warf Park Way, Raunds (Agent)
- iv) **Mr K Cliff** - 14/00837/FUL - Judy's Hill, Kings Arms Lane, Polebrook (Applicant)
- v) **Mr David Shaw** – 14/00881/VAR – Phase 2, Warf Park Way, Raunds (Agent)

## 128. PLANNING APPLICATIONS

The Committee considered the planning applications report, with updated information on a number of the applications and representation made by public speakers at the meeting.

**(i) 14/00963/VAR – 161 High Street, Rushden, Northamptonshire**

Since the Committee report had been written the applicant had opted to withdraw the proposal to delete Condition 5. In addition the applicant had also revised the proposed hours for the operation of the home delivery shopping canopy on Sundays to between 0900-16.00 hours so that it would fit with existing delivery times previously agreed. Therefore the application was now only to vary condition 3 of the existing permission.

The Senior Environmental Officer had reassessed the proposal and had confirmed that there was no objection to the proposed times for Saturdays and Sundays.

- 0700-2200 Monday to Saturday (an increase of one hour in the morning)
- 0900-1600 on Sundays

The application had been brought before the committee at the request of Councillor Andy Mercer.

The Committee noted that Rushden Town Council had objected to the application, and further noted that one letter of objection had been received from a neighbour.

The Committee **agreed to grant** the application.

**(ii) 14/010020/FUL – 44 High Street South, Rushden Northamptonshire**

*(The Vice-Chairman and Councillor Andy Mercer left the room during the committee's consideration and vote upon this item.)*

The Committee considered a report detailing an application for the replacement of existing timber windows with double glazed, powder coated aluminium framed windows

The application had been brought before the Committee at the request of Councillor Robin Underwood.

The agent had submitted photographs of the existing windows.

The Committee **agreed to grant** the application with delegated powers to the Head of Planning Services and Ward Member, in consultation with the Chairman and Vice Chairman, to agree conditions.

**(iii) 14/01214/FUL – Freestone Lodge, 50 Bridge Street, Kings Cliffe, Peterborough**

The Committee considered a report detailing a retrospective application for the construction of a new drive to provide access to a recently approved builder's yard at Freestone Lodge in Kings Cliffe.

The application was brought before the Committee as the applicant is the Clerk for Kings Cliffe Parish Council.

The Committee **agreed to grant** the application, subject to the conditions detailed within the officer's report and no adverse comments from the Local Highway Authority.

**(iv) 14/00789/REM – Phase 2, Warth Park Way, Raunds, Northamptonshire**

The Committee considered a reserved matters application to erect a B8 (storage or distribution) unit of 38,399 square metres and associated parking works pursuant to planning permission EN/11/00700/OUT.

The Committee **agreed to grant** the application, subject to the conditions detailed within the officer's report and the additional conditions regarding colour details and TV reception.

**(v) 14/00837/FUL - Judys Hill, Kings Arms Lane, Polebrook, Peterborough**

The Committee considered a report detailing an application for the erection of a four bedroomed 1.5 storey dwelling.

The application was brought before the Committee at the request of Councillor David Brackenbury.

Members noted that three letters of objection had been received from neighbours, and further noted that two letters of support had also been received.

The Committee **agreed to defer** consideration of the application pending a site visit on 27 August 2014.

**(vi) 14/00881/VAR – Phase 2, Warth Park Way, Raunds, Northamptonshire**

The Committee considered an application to vary condition 12 – Travel Plans pursuant to planning permission 11/00700/OUT.

The Committee **agreed to grant** the variation, subject to the conditions detailed within the officer's report.

**129. EN/08/02282 – DISTRIBUTION OF S106 CONTRIBUTIONS, LANTERNS DEVELOPMENT IRTHLINGBOROUGH**

The Committee considered the report regarding the progress of identifying potential projects for funding under S106 agreement for EN/08/02282/FUL (Bloor Homes, Lanterns Development, Irthlingborough), and to consider the allocation of funds between the various projects. Since the Committee report had been finalised the 120<sup>th</sup> dwelling had been occupied and the third instalment of £129,540.25, including interest, had become payable. It was suggested that additional funds be allocated to the Greenway Project.

**RESOLVED:**

That the allocation of funding from the S.106 Agreement be allocated as follows:

GP Surgery	£76,000
Greenway	£76,563.50
Community facilities	£120,000
Library facilities	£30,000
<b>Total</b>	<b>£302,563.50</b>

**Chairman**

# DEVELOPMENT CONTROL COMMITTEE

Date: 3 September 2014

Venue: East Northamptonshire House, Cedar Drive, Thrapston

Time: 7.00pm

Present:	Councillors:	Pauline Bradberry JP	Chairman
		Barbara Jenney	Vice-Chairman
		Derek Capp	David Read
		Roger Glithero JP	Anna Sauntson
		Marika Hillson	Philip Stearn
		Andy Mercer	Robin Underwood
		Bob Nightingale	Peter Wathen
		Ron Pinnock	Pam Whiting

## 130. MINUTES

The minutes of the meeting held on 13 August 2014 were approved and signed by the Chairman.

## 131. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Dudley Hughes JP, Brian Northall, and Alex Smith

## 132. SECTION 106 AGREEMENTS – UPDATE

In accordance with Minute 280 from the meeting held on 28 November 2012, the Head of Planning Services submitted an updated report detailing progress with regard to the drafting of S106 Agreements in respect of matters where the Committee had previously resolved to grant planning permission, subject to the prior finalisation of such an agreement.

### RESOLVED:

That the report be noted.

## 133. DECLARATIONS OF INTEREST AND INFORMAL SITE VISITS

The following interests were declared on the agenda items specified below:-

(a) **Declarations of Interest**

<b>Councillors</b>	<b>Applications</b>	<b>Nature of Interest</b>	<b>DPI</b>	<b>Other interest</b>
All Committee Members	14/00946/TPO	The Applicant is an Elected Member of East Northamptonshire Council		Yes
Barbara Jenney	12/01517/FUL	Member of Rushden Town Council		Yes
Andy Mercer	12/01517/FUL	Member of Rushden Town Council		Yes
Ron Pinnock	12/01517/FUL	Member of Rushden Town Council		Yes
Robin Underwood	12/01517/FUL	Member of Rushden Town Council		Yes

(b) **Informal Site Visits**

An informal site visit was held on 27 August at Judys Hill, Kings Arms Lane, Polebrook, application no. 14/00837/FUL.

An informal site visit was held on 29 August at Ivy Cottages, Station Road, Raunds, application no. 14/00878/OUT. The application had since been withdrawn.

Cllr. Robin Underwood noted that he had made two informal site visits to Thrift Street, Higham Ferrers.

**134. PUBLIC SPEAKERS**

The following people spoke on the items as indicated:

- i) **Mr Damon Miller** – 12/01517/FUL Land Rear of 23 and 25 St Marys Avenue, Rushden (Objector)
- ii) **Mrs Cliff** - 14/00837/FUL Judy's Hill, Kings Arms Lane, Polebrook (Applicant)

**135. PLANNING APPLICATIONS**

The Committee considered the planning applications report, with updated information on a number of the applications and representation made by public speakers at the meeting.

**(i) 14/01132/REM – Vehicle Depot and Adjacent Land, Kettering Road, Islip, Northamptonshire**

The Committee considered a reserved matters application with regard to the external appearance of the development

The application had been brought before the committee for determination as the site area exceeds that which can be determined by the Head of Planning services under the current Scheme of Delegation.

The Committee noted the comments received from Woodford Parish Council.

The Committee **agreed to grant** the application, subject to the conditions detailed in the officer's report.



**(ii) 12/01517/FUL – Land rear of 23 and 25 St Marys Avenue, Rushden Northamptonshire**

Following a deferral at the Development Control Committee meeting on 28 May 2014, a site visit had been undertaken by Members on 16 June 2014.

The Committee considered a report detailing an application for the erection of a four bedroomed bungalow for residential use with integral double garage and landscaping.

The application had been brought before the committee as Rushden Town Council had raised an objection.

Members noted that letters of objections/concerns had been received from four neighbours.

Members further noted that one letter of support for the application had also been received.

In response to the points raised by members, the applicant had:-

- commissioned a structural survey of the listed wall
- submitted additional plans to demonstrate that the proposed access improvement would be positioned away from the foundations of the listed wall.
- instructed a drainage consultant to locate the potential position, depth and type of sewer located along the access road.
- submitted additional details showing a concrete slab would be positioned over the existing sewer in order to protect it, if it is found to exist.
- suggested that a limit on the size of vehicle that may use the access road for the purposes of construction be imposed by condition.
- informed all owners of the access road in writing of the proposed development. No further objections from landowners have been received to date.

The Committee **agreed to grant** the application, subject to the conditions detailed in the officer's report.

**(iii) 14/000837/FUL – Judys Hill, Kings Arms Lane, Polebrook, Peterborough**

Following a deferral at the Development Control Committee meeting on 13 August 2014, a site visit had been undertaken by Members on 27 August 2014.

The Committee considered a report detailing an application for the erection of a four bedroomed 1.5 storey dwelling.

The application had been brought before the Committee at the request of Councillor David Brackenbury.

Members noted that three letters of objection had been received from neighbours, and further noted that two letters of support had also been received.

Members felt the proposal was compatible with the character of the area.

The Committee **agreed to grant** the planning application contrary to officer advice. Conditions were delegated to the Head of Planning Services in conjunction with the Chairman, Vice Chairman and Cllr. Stearn.

**(iv) 14/00878/OUT – Ivy Cottages, Station Road, Raunds, Northamptonshire**

A site visit by Members had taken place on 3 September. However, the applicant had withdrawn the application

**(v) 14/01011/FUL – Westfields Terrace, Higham Ferrers, Northamptonshire**

The Committee considered a report detailing an application for a residential development comprising nine two-bedroomed flats and one two-bedroomed maisonette.

The application had been brought before the Committee for determination as, under the current Scheme of Delegation, it is a major application of over 10 dwellings.

Members noted that Higham Ferrers Town Council had made no comment or objection to the application.

The Committee **agreed to grant** the planning application, subject to the conditions detailed in the officer's report.

**(vi) 14/01115/VAR – 66 Harborough Road, Rushden, Northamptonshire**

The Committee considered an application to vary condition 12 to allow:-

- changes to rear garden access,
- alteration of parking layout; and the addition of one more parking space,
- removal of hovel style parking cover and stores for the apartments
- introduction of small communal area for the flats
- installation of three roof lights and a smoke release vent above the shared stairwell in the block of flats, and
- installation of additional side window at the third floor level in the east elevation of the block of flats.

The Committee **agreed to grant** the variation, subject to the conditions detailed within the officer's report.

**136. TREE PRESERVATION ORDER – MANOR HOUSE GARDENS, RAUNDS**

The Committee considered a report from the Conservative Officer regarding pruning work to two preserved trees. The application had been brought before the Committee as it related to preserved trees owned and managed by an elected member of East Northamptonshire Council.

The application related to an ash tree situated at the rear of the property and a sycamore tree situated at the front of the property.

**RESOLVED:**

The Committee agreed to **grant consent** for the works, subject to the conditions detailed within the officer's report.

**137. APPEAL DECISION MONITORING REPORT**

The committee noted the content of the Appeals Decision Monitoring Report, which provided an update on the appeal decision for the Planning Inspectorate from 12 May 2014 to 15 August 2014

**138. EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED:**

That the public and press be excluded from the meeting during consideration of the following item of business because exempt information, as defined under paragraphs 1 and 3 of Part 1 of Schedule 12A of the Local Government Act 1972 may be disclosed.

**139. 27 THRIFT STREET, HIGHAM FERRERS**

The committee considered a report from the Enforcement Officer which requested that consideration was given to the service of an Enforcement Notice regarding the removal of the external insulation and remedial works to the front elevation of the property.

The report was brought before the Committee because of the nature of the complaint and the complex issues relating to the required remedial works. Photographs of the property concerned had been provided to the Committee.

**RESOLVED:**

That no enforcement action be taken in respect of 27 Thrift Street, Higham Ferrers.

**Chairman**

# LICENSING COMMITTEE

**Date:** 10 September 2014

**Venue:** East Northamptonshire House, Cedar Drive, Thrapston

**Time:** 7.30 pm

**Present:** Councillors:- **Glenvil Greenwood-Smith (Chairman)**  
**Pauline Bradberry JP (Vice-Chairman)**

**Tony Boto**  
**Richard Gell**  
**Roger Glithero**  
**Sylvia Hughes**

**Barbara Jenney**  
**Andy Mercer**  
**Bob Nightingale**  
**Rupert Reichhold**

The Chairman welcomed Councillor Pauline Bradberry JP as Vice Chairman of the Committee.

## **140. MINUTES**

The minutes of the meeting held on 5 March 2014 were approved and signed by the Chairman as a correct record.

## **141. APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Anna Sauntson.

## **142. DECLARATIONS OF INTEREST**

<b>Councillor</b>	<b>Nature of Interest</b>	<b>DPI</b>	<b>Other Interest</b>
Andy Mercer	Asst. Cabinet Member at NCC for Strategic Infrastructure, Economic Growth and Public Protection, which includes Trading Standards		Yes

## **143. QUESTIONS BY MEMBERS UNDER COUNCIL PROCEDURE RULE 10.3**

There were no questions submitted under Procedure Rule 10.3.

## **144. LICENSING LEGISLATION - UPDATE**

The Health Protection Manager (HPM) presented a report outlining changes to the licensing legislation and guidance and updated Members on licensing matters.

The Government had announced a series of changes to licensing legislation and guidance that would affect East Northamptonshire Council, some of which was highlighted in a report to the previous committee meeting.

The Government were now proposing to keep personal licences and were recommending that licences would last indefinitely, rather than the 10 years covered by current legislation. The renewal for the original personal licences is November 2014, and it is not envisaged that the legislation will have been introduced in time to avoid the huge administrative burden which is envisaged.

A new mandatory condition had been added to all Premises Licences, both new and existing whereby "a relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price". The HPM would circulate further information on other mandatory conditions to the Committee which had recently been received.

The Policy & Resources Committee had agreed to the introduction of boat licensing following a consultation with operators. A scheme had been introduced, with current operators being given a six month period in which to apply for their licences.

The Committee were provided with the latest draft Statement of Licensing Policy for Regulated Entertainment, Late Night Refreshment and the Sale of Alcohol. Consultations, both external and internal, had been carried out on the policy statement. It had been put together by Corby Borough Council, on behalf of the County.

Following discussions at a Licensing training event, the Committee would be required to review the document prior to it being presented to the Policy & Resources Committee for adoption at Council. Discussions at the training event related to individualising policy to make it more reflective of East Northamptonshire, although there needed to be a balanced approach to ensure consistency across the 7 authorities, Police, Trading Standards, Public Health and Fire. Observations made by members of the Committee on the draft Statement were noted by the HPM.

Discussions would be taking place in the House of Lords during October regarding the Taxi and Private Hire vehicle bills. The key proposals were

- To retain the two tier system
- Estimate fare prior to booking
- If picking up outside of authority boundary, both taxis and private hire must be pre booked
- Inclusion of stretch limousines
- Introduction of national standards
- Operators not restricted to operating in the area in which they are licensed
- Locally set Taxi fees but Private Hire set nationally

The process relating to the case management of Licensing Panels had recently changed and members of the Committee had been provided with the changes. The Committee noted that the report was very comprehensive and well written.

**RESOLVED:**

That the report be noted.

**145. EXCLUSION OF PUBLIC AND PRESS**

**RESOLVED:**

That the public and press be excluded from the meeting during consideration of the following items of business because exempt information, as defined under paragraphs 1 and 7 of Part 1 of Schedule 12A of the Local Government Act 1972 may be disclosed.

**146. LICENSING ACTIVITY AND UPDATE REPORT**

The Committee received a report detailing applications received under the Licensing Act 2003 in the previous six months, broken down into new licences and licence variations, Temporary Event Notices and personal licence applications received.

A representative from Northamptonshire Police attended to provide details on crime related activity and A & E statistics within the district of East Northamptonshire.

**RESOLVED:**

That the contents of the report be noted

**Chairman**

# POLICY & RESOURCES COMMITTEE

Date: 15 September 2014

Venue: East Northamptonshire House, Cedar Drive, Thrapston

Time: 7.30 pm

Present: Councillors:-

Richard Lewis	(Chairman)
Steven North	(Leader of the Council)
Glenn Harwood MBE	(Deputy Leader of the Council)

Peter Baden	Dudley Hughes JP
Wendy Brackenburg	Andy Mercer
Roger Glithero JP	Jeremy Taylor
Marika Hillson	

## 147. MINUTES

The minutes of the meeting of the Policy and Resources Committee held on 28 July 2014 were approved and signed by the Chairman.

## 148. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors David Brackenburg, John Farrar, Glenvil Greenwood-Smith and Rupert Reichhold.

## 149. DECLARATIONS OF INTEREST

The following interests were declared in the Agenda items specified below:

Councillor	Agenda item	Nature of Interest	DPI	Other Interest
Councillor Glenn Harwood	Minutes of Sub-Committees and Working Parties – District Regeneration Working Party	Member of Rushden Historical Transport Society – applicant for funding		Yes
Councillor Marika Hillson	Minutes of Sub-Committees and Working Parties – District Regeneration Working Party	Headway East Northants – applicant for funding		Yes
Councillor Richard Lewis	Minutes of Sub-Committees and Working Parties – District Regeneration Working Party	Member of Rushden Historical Transport Society – applicant for funding		Yes

Councillor Andy Mercer	Minutes of Sub-Committees and Working Parties – District Regeneration Working Party	Member of Rushden Town Council – applicant for funding	Yes
------------------------	---	--	-----

**150. QUESTIONS BY MEMBERS UNDER COUNCIL PROCEDURE RULE 10.3**

There were no questions under Procedure Rule 10.3.

**151. MINUTES OF SUB-COMMITTEES AND WORKING PARTIES**

**(a) Personnel Sub-Committee – 30 July 2014**

The minutes of the meeting held on 30 July 2014 were received (see pages 146 to 148).

It was noted that the date referred to in paragraph 8.2 should be 31 December 2015.

**(b) District Regeneration Working Party – 28 August 2014**

The minutes of the meeting held on 28 August 2014 were received (see pages 149 to 154).

With reference to the recommendations in Minute 6 regarding the applications made under the Community Facilities Fund 2014-15, Councillor Marika Hillson proposed that the surplus funds should be apportioned to the schemes which had been recommended for partial funding. The proposition was not seconded.

**RESOLVED**

That the recommendations in minutes 5 and 6, as set out below, be approved:-

- i) The allocation of additional funding, firstly from the Homelessness Grant and then New Homes Bonus receipts as required, as stated in section 6.1 of the Empty Homes Project.
- ii) Application numbers: 3, 8, 12 and 15 be not awarded funding from the Communities Facilities Fund 2014/15 for the reasons set out in Appendix 1
- iii) Application numbers: 1, 2, 4, 5, 6, 7, 9, 10, 11 and 16 be awarded funding from the Communities Facilities Fund 2014/15, with the amounts per individual project being those set out in Appendix 1.

**152. MEMBER EMPOWERMENT FUND**

The Community Partnerships Manager presented a report outlining a review of the Member Empowerment Fund (MEF) which had been carried out, including recommendations made by the Welland Internal Audit Consortium, and the options for the future operation of the MEF should the Council wish to continue with the scheme in future years.



Members expressed their backing for the MEF which enabled community schemes to be supported, although it was important that the MEF remained simple to administer and some concern was voiced at the constraints that would arise from the adoption of some of the recommendations made in the Internal Audit report.

**RESOLVED:** That

- i) the Welland Internal Audit Consortium's findings and recommendations, set out in the audit report be noted.
- ii) a Member Empowerment Fund be operated in 2015-19 using the same criteria and guidance as at present, with each member receiving £1,000 funding each year plus any carry-over from the previous financial year.
- iii) the Community Partnerships Manager, in consultation with a Member Working Group, be authorised to determine which of the recommendations made in the Internal Audit report should be adopted, the Working Group to be appointed by the Leader of the Council

*(Reason: To determine the basis on which a Member Empowerment Fund is operated in 2015-19)*

### **153. MOBILE HOMES ACT 2013 – IMPLEMENTATION OF FEES**

The Environmental Protection Manager presented a report seeking approval of the adoption of the Mobile Homes Act 2013 and Part 6 of the Housing Act 2004. The adoption of the legislation was necessary to enable the Council to implement fees and charges and for new enforcement powers to be available to officers.

A Licensing Fees Policy had been developed to provide consistency across the County in the fees and charges made in respect of mobile homes and had been calculated based on full cost recovery.

It was noted that there were rights of appeal under the legislation to the Residential Property Tribunal.

**R.6 RESOLVED TO RECOMMEND TO FULL COUNCIL:** That

- i) the Mobile Homes Act 2013 be adopted

*(Reason: To allow ENC to implement the requirements within the Mobile Homes Act 2013)*

- ii) Part 6 of the Housing Act 2004, which includes enforcement powers specifically for mobile homes sites, be adopted

*(Reason: To allow ENC to implement the requirements within the Housing Act 2004 and the Mobile Homes Act 2013)*

- iii) the Constitution be amended to delegate authority to licence, refuse, revoke and suspend licences for relevant sites to the following posts:

Head of Environmental Services  
Environmental Protection Manager  
Senior Environmental Protection Officer  
Environmental Protection Officer  
Executive Director

*(Reason: To ensure the scheme of delegation allows appropriate decision making)*

**RESOLVED:** That

- i) subject to the Mobile Homes Act 2013 being adopted by the Council, the Fees and Charges Policy shown in Appendix 1 to the report be approved and these charges be incorporated into the Council's existing Fees and Charges document

*(Reason: To ensure the appropriate fees are charged for the service for full cost recovery)*

- ii) the Equalities Impact Assessment provided in Appendix 2 to the report be noted and approved

*(Reason: To ensure all Equalities and Diversity Implications have been considered)*

#### **154. REVISION OF COMMUNITY RIGHT TO BID POLICY**

The Committee considered a report of the Executive Director which proposed revisions to the officer delegations under the Community Right to Bid process to address exceptional circumstances where the Chief Executive and Executive Director might have a conflict of interest in a nomination.

#### **R.7 RESOLVED TO RECOMMEND TO FULL COUNCIL:**

That the following change to the Scheme of Delegation be approved:

That decision-making be delegated to the Head of Resources and Organisational Development, Executive Director and Chief Executive, in consultation with the Chairman of the Policy and Resources Committee and the local Ward Member for the location of the asset (or Members if the area overlaps Wards) in respect of decisions on registration of assets of community value under the Community Right to Bid legislation.

*(Reason: To enable to the Council to implement the Community Right to Bid legislation in a wider range of circumstances)*

#### **155. PUBLICATION OF OFFICER DECISION REPORTS**

The Committee considered a report of the Executive Director which proposed a publication policy for officer decisions which would be required following the enactment of the Openness Regulations Statutory Instrument.

It was proposed to establish an "Officer Decision" page on the Council's website and the suggested content and layout of this page was deliberated. Members considered that the proposed text ought to be revised to clarify the operation of the Council's Scheme of

Delegation and the circumstances in which Officers, rather than elected Members, had authority to make decisions on behalf of the Council.

**RESOLVED:** That

- i) the approach set out in Section 3 of the report regarding the reporting of Officer decisions be endorsed
- ii) The Executive Director, in consultation with the Chairman of the Committee, be authorised to revise the wording of the proposed web page to clarify the delegation arrangements for Officer decisions.

*(Reason: To enable to the Council to meet the requirements of the Openness of Local Government Bodies Regulations 2014.)*

#### **156. EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED:**

That the public and press be excluded from the meeting during consideration of the following item of business because exempt information, as defined under paragraphs 1 and 3 of Part 1 of Schedule 12A of the Local Government Act 1972, may be disclosed.

#### **157. REMOVAL OF CLAW-BACK LIABILITY AND COVENANTS IN RELATION TO SALES OF PROPERTIES**

The Housing Strategy and Delivery Manager presented a report setting out Rockingham Forest Housing Association's 5 year Business Plan and Asset Management Strategy and, as part of future development plans, sought the Council's views on the removal of claw-back liabilities and the establishment of a joint fund to develop further affordable housing in the District.

Members were of the view that priority should be given to offering properties in rural areas for sale on a shared ownership basis and it was stressed that any arrangements approved in this case should not set a precedent for other Registered Social Landlords.

**R.8 RESOLVED TO RECOMMEND TO FULL COUNCIL:** That

- i) authority to agree which properties can be disposed of as part of an identified strategy to reinvest proceeds in affordable housing in East Northamptonshire be delegated to the Executive Director or Head of Planning Services, in consultation with the Chairman and Vice-Chairman of the Policy and Resources Committee, the local Ward Member, together with the Housing Strategy Manager and Environmental Protection Manager. Wherever possible, when disposal is agreed, priority be given to offering properties located in rural areas for sale on a shared ownership basis
- ii) the requirement that part of the proceeds of disposals by Rockingham Forest Housing Association to be paid to ENC be retained but that the ENC share of the proceeds from sales be paid into a ring-fenced fund to assist with the development or acquisition of further affordable housing by RFHA in the district

- iii) authority to agree to the variation or release of covenants imposed on the sale of property to RHFA where this is necessary in order to make best use of stock and maximise value received by both Rockingham Forest Housing Association and ENC be delegated to the Executive Director or Head of Planning Services, in consultation with the Chairman and Vice-Chairman of the Policy and Resources Committee and the Housing Strategy Manager
- iv) authority to agree how the fund is to be spent be delegated to those Members and Officers listed in (i) above.

*(Reason – to enable the development of affordable housing in the district.)*

### **Chairman**



East  
Northamptonshire  
Council

## Personnel Sub-Committee

### Minutes of a meeting held on 30 July 2014 at East Northamptonshire House, Thrapston

**Present:** Councillors Roger Glithero JP (Chairman)  
Jeremy Taylor (Vice-Chairman)  
Wendy Brackenbury  
Glenn Harwood MBE  
Steven North

David Oliver	Chief Executive
Katy Everitt	Head of Resources and Organisational Development
Lisa Hyde	Head of Customer and Community Services
James McLaughlin	Democratic and Electoral Services Manager

#### **1.0 MINUTES**

1.1 The minutes of the meeting held on 9 June 2014 were approved and signed by the Chairman.

#### **2.0 APOLOGIES**

2.1 No apologies for absence were received.

#### **3.0 DECLARATIONS OF INTEREST**

3.1 No declarations of interest were made.

#### **4.0 QUESTIONS UNDER PROCEDURE RULE 10.3**

4.1 There were no questions submitted under Procedure Rule 10.3

#### **5.0 SINGLE FRAUD INVESTIGATION SERVICE**

5.1 The Head of Customer and Community Services submitted a report outlining the current position in relation to the transfer of all Housing Benefit Fraud investigation and prosecution work to the Department of Work and Pensions (DWP) from 1 December 2014. Approval to develop and recruit to a post to undertake the residual

fraud work that would remain with the Council was also sought.

- 5.2 The DWP would require access to all ENC information following the transfer and the work remaining with ENC would be onerous. The post to be developed would need to reflect the extent of the role remaining with the Council and a further report would be submitted to the next meeting of the Sub-Committee.
- 5.3 It was confirmed that the DWP did not now intend to apply a de minimis level to cases involving fraud, although this could change in the future.

**RESOLVED:** That

- i) the transfer of the Housing Benefit Fraud service to the Department of Work and Pensions from 1 December 2014 be noted
- ii) the Head of Customer & Community Services, in consultation with the Chairman of the Personnel Sub-Committee (or, if the Chairman is unavailable, the Vice-Chairman of the Personnel Sub-Committee) be authorised to approve the job description and the recruitment of a post to undertake any residual fraud work for ENC.

*(Reason – to provide an appropriate resource for carrying out our residual fraud work)*

**6.0 PENSIONS DISCRETIONS**

- 6.1 The Head of Resources and Organisational Development presented a report outlining the Council's current position on pension discretions. The Council's discretions policy was required to be reviewed as soon as possible after April 2014 under Local Government Pension Scheme Regulations, although it was noted that the policy would be incorporated into the pay and benefits policy, which was currently under review.

**RESOLVED:** that

- i) no changes be made at this point to the current pensions discretions policy.
- ii) the implications of the new regulations be considered within the review of the pay and benefits strategy.

*(Reason – to ensure that Pensions Regulations are adhered to)*

**7.0 EXCLUSION OF PUBLIC AND PRESS**

**RESOLVED:**

That the public and press be excluded from the meeting during consideration of the following item of business because exempt information, as defined under paragraphs 1 and 4 of Part 1 of Schedule 12A of the Local Government Act 1972, may be disclosed.

**8.0**      **RESOURCING ELECTORAL REGISTRATION AND ADMINISTRATION ACTIVITY**

8.1      The Democratic and Electoral Services Manager presented a report outlining the workload and activity being undertaken within the Electoral Services team in the period to March 2016 and seeking the allocation of additional resources for the Electoral Registration Officer/Returning Officer.

8.2      It was confirmed that, whilst the additional post of an Electoral Services Visiting Officer was being sought until December 2015, should this need to be extended as a result of ongoing workload, a further report would be submitted to the Sub-Committee.

**RESOLVED:** That

- i) the establishment of an Electoral Services Visiting Officer post be authorised until 31 December 2015.
- ii) the establishment of a Modern Apprentice post within Democratic and Electoral Services be authorised until 31 March 2016.
- iii) the increase in pay grade for the vacant Senior Electoral Services Officer post set out in the report be authorised

*(Reason – to ensure that there are sufficient resources available to the Electoral Registration Officer/ Returning Officer to undertake his statutory responsibilities in the most cost effective way.)*

**Chairman**



## District Regeneration Working Party

**Draft Minutes of meeting held on Thursday 28 August 2014 at 2pm in The Kasen Room**

### **Present:**

**Councillors:** Councillor Steven North (Chair) Cllr SN  
Councillor Glenn Harwood MBE Cllr GH  
Councillor Roger Glithero Cllr RG  
Councillor Richard Lewis Cllr RL

**Officers:** Sharn Matthews, Executive Director SM  
Mike Deacon, Head of Environmental Services MD  
Mike Greenway, Community Partnerships Manager MG  
Su Davies, External Funding Manager SD  
Sean Silver, Community Partnerships Officer SS

**Minutes:** Barbara Wiggins, Democratic Services Officer BW

### **ACTION**

#### 1. **Apologies**

##### 1.1. Apologies had been received from:-

- Councillor David Brackenbury
- David Oliver, Chief Executive
- Katy Everitt, Head of Resources & Organisational Development
- Lisa Hyde, Head of Customer & Community Services
- Jenny Walker, Environmental Protection Manager
- Glenn Hammons, Chief Finance Officer

#### 2. **Minutes of previous meeting held on 5 June 2014 and matters arising**

2.1. The minutes of the previous meeting held on 5 June 2014 were agreed as a true record. These minutes had been approved by the Policy & Resources Committee at its meeting 28 July 2014. There were no matters arising.

#### 3. **Declarations of Interest**

##### 3.1. **Councillor Richard Lewis**

<b>Item:</b>	Item 6 – Community Facilities Fund 2014/15
<b>Nature of interest:</b>	Councillor Lewis is a member of Rushden Town Council
<b>DPI/Other Interest</b>	Other



## Councillor Glenn Harwood MBE

<b>Item:</b>	Item 6 – Community Facilities Fund 2014/15
<b>Nature of interest:</b>	Councillor Harwood has an interest in relation to St Mary the Virgin Church, Higham Ferrers.
<b>DPI/Other Interest</b>	Other

### 4. **Revised Terms of Reference**

- 4.1. SM tabled the revised Terms of Reference for the Working Party. The changes were agreed.

### 5. **Future of the Empty Homes Project**

- 5.1. A report was tabled to update Members on the current status of the project and to request further funding from the Council's New Homes Bonus (NHB) allocation, to allow its continuation in 2015-16.
- 5.2. Working alongside Corby Borough Council (CBC), the Empty Homes Project was originally set up in March 2011 as a result of central government funding given to selected local authorities. The project was successful but was no longer jointly financed with CBC; however the Empty Homes Specialist continued to work with Corby and Wellingborough and shared best practice.
- 5.3. Since commencement, 138 properties had been brought back into use. There was a rolling Top 50 properties list which was the key information the project worked from. These properties had been empty for the longest time. From the 138 properties noted in the report, 59 from the Top 50 list had been brought back into use. Those properties brought back into use would result in a minimum of £828,000 of additional NHB income to the council over 6 years.
- 5.4. The Council had been praised for its work on Empty Homes and had featured in the best practice guide produced by the Homes and Communities Agency. It had also been featured on the former BBC's National Empty Homes Loan Scheme, which had since ended.
- 5.5. Empty properties were a continuing problem and the project had been well received by members and the public. There was a risk that if funding was not forthcoming, empty properties in the district would increase. Previous funding of £13,000 per year over 4 years had generated £800,000; a 1500% return. To continue the project, the provision of funding on a year-by-year basis was needed. Funding to continue through to 2015/16 would be £13,000 from Stream 3 of the fund.
- 5.7. Members agreed to **Resolve to recommend** to Policy & Resources Committee approval for the allocation of additional funding, firstly from the Homelessness Grant and then New Homes Bonus receipts as required, as stated in section 6.1 of the Empty Homes Project.

SM and MD left the meeting prior to discussion on the following item.

6. **Community Facilities Fund 2014/15 – 2<sup>nd</sup> stage applications**

6.1 A report was tabled detailing the Second Stage Applications for the Community Facilities Fund 2014/15. Sixteen applicants had been invited to apply and from that, 13 completed applications had been received by the deadline. Following an administrative error, one further application was accepted.

6.2 Members noted that the NHB reserve allocation for the CFF in 2014/15 was £302,534 and the total amount requested by the 14 applications was £439,420.

6.2 Members discussed each of the applications noting that application numbers 13 and 14 had not been received by the deadline. Members agreed the following:

6.3 Councillor Lewis stated that he considered it wrong, when allocating certain amounts of money, that Members did not take the opportunity of awarding the full amounts. He said that this was not a cost reduction exercise and there would be some hardship to those who had taken a reduction.

6.4 Members agreed to **Resolve to Recommend** to the Policy & Resources Committee that the proposed grant awards are approved as follows:-

1. Application numbers: 3, 8, 12 and 15 are **not awarded** funding from the CFF 2014/15, the reasons set out in table 6.2 above.
2. Application numbers: 1, 2, 4, 5, 6, 7, 9, 10, 11 and 16 are **awarded** funding from the CFF 2014/15, the amounts per individual project as set out in table 6.2 above.

7. **Any other business**

7.1 No items were raised.

8. **Date of Next Meeting**

8.1. The date of the next meeting would be arranged in due course; SP to finalise date with Members and Officers. **SP**

The meeting closed at 3.50 pm.

DO/BW 29.8.14

APPENDIX 1

App. No.	Applicant/project	Funding requested	Proposed award	Rationale (where applicable)
1	<b>Raunds Town Council</b> Install wooden ramps to replace existing skate park at Amos Park, Raunds	7,000	7,000	
2	<b>Diamonds Gymnastic Club</b> Purchase of equipment to improve facilities and safety	6,300	6,300	
3	<b>Parish Church of St Mary the Virgin, Higham Ferrers</b> Installation of a new sound system	3,000	No award	Members felt that the proposed sound system would be more beneficial to the church congregation rather than the wider community.
4	<b>Higham Ferrers Town Council</b> Installation of Skateboard Park including CCTV at Saffron Road Recreation Ground	35,000	35,000	
5	<b>Rushden &amp; Higham Ferrers RUFC</b> Improve Clubhouse, kitchen and changing facilities and car park	50,000	40,000	The applicant indicated they would accept a £10K reduction.

6	<b>Rushden Historical Transport Society</b> Purchase of Victorian Goods Yard and shed. Development of Heritage Centre and car park	50,000	40,000	The applicant indicated they would accept a £10K reduction.
7	<b>Rushden Town Council</b> Redesign and replace existing skate ramp	35,000	35,000	
8	<b>Oundle Town Rowing Club</b> Develop Clubhouse facilities for wider community use including use by Northants Disability Rowing Assoc.	50,000	No award	Members had concerns about the ability to secure other funding, some of which the applicant had not yet applied for. Members also had concerns about accessibility of the clubhouse by the wider community.
9	<b>Kings Cliffe Community Sports</b> Build 3 tennis courts and 2 netball/basketball courts	50,000	35,000	The applicant indicated they would accept up to a 50% reduction.
10	<b>Kings Cliffe Parish Council</b> Create pocket park from 10 acres of 'village field'	50,000	40,000	The applicant indicated they would accept a reduction but did not specify an amount.
11	<b>Ringstead Community Group</b> Park re-development to enable access and improve play equipment	27,000	27,000	

<b>12</b>	<b>Nassington Pre-School</b> Extension of existing property to offer space to community group	44,000	No award	Members felt there was sufficient provision with existing facilities in the village.
<b>15</b>	<b>Higham Ferrers Town Council</b> Build storage facility including toilets and outdoor seating alongside existing pavilion	30,000	No award	Members felt that a storage facility did not fully fit the purposes for a community facility.
<b>16</b>	<b>Headway East Northants</b> Upgrade toilets and women's restroom	2,120	2,120	
<b>Totals</b>		<b>439,420</b>	<b>267,420</b>	
<b>Amount requested by projects as a total</b>				
			<b>439,420</b>	
<b>NHB reserve available for CFF 2014/15</b>				
			<b>302,534</b>	
<b>Total amount of awards proposed</b>				
			<b>267,420</b>	
<b>Surplus</b>				
			<b>35,114</b>	

# SCRUTINY COMMITTEE

**Date:** 17 September 2014

**Venue:** East Northamptonshire House, Cedar Drive, Thrapston

**Time:** 7.30 pm

**Present:** Councillors:- **Philip Stearn (Chairman)**  
**Sarah Peacock (Vice Chairman)**  
Tony Boto Derek Capp  
Richard Gell Sylvia Hughes  
David Jenney Brian Northall  
Jake Vowles Clive Wood

## 158. MINUTES

The minutes of the meeting held on 18 June 2014 were approved and signed by the Chairman.

## 159. APOLOGIES FOR ABSENCE

No apologies for absence were received.

## 160. DECLARATIONS OF INTEREST & QUESTIONS UNDER COUNCIL PROCEDURE RULE 10.3

Councillor	Nature of Interest	DPI	Other Interest
Brian Northall	Son is a Paramedic		Yes

## 161. INFORMATION OF LOCAL HEALTH DELIVERY

Blanche Lentz, the East Midlands Ambulance Service (EMAS) General Manager for Northamptonshire and Will Legge, EMAS Director of Information and Performance, attended the meeting to provide a briefing for Members on the service provision of the East Midlands Ambulance Service within East Northamptonshire.

Of particular note was:

- the process followed after the call centre took an emergency call
- conveyance times and handover times
- the use of voluntary ambulance and private ambulance services
- ambulance service sickness statistics
- quality of care for patients and staff
- improvement initiatives

Members agreed to communicate the information they had heard during the presentation to their communities when the local meetings were held. There was a great deal of mis-information in the community and there was an opportunity to improve this. It was agreed that further discussion be held at a future meeting of the Committee.

## **162. QUARTERLY PERFORMANCE REPORTING – Q1 2014/15**

The Performance Officer presented a report which detailed high level performance information from across the Council in relation to agreed performance indicators and other statistics that supported the monitoring of performance. Areas of achievement were also identified.

To monitor and report on performance, the Council held quarterly performance clinics for each service area. The purpose of the performance clinics was to assess how service areas were progressing towards delivering key priorities and outcomes, identify problem areas and actions where required, provide peer challenge and identify and record good performance. The result was a high level report for Members which focussed on the key areas of interest.

Members were advised that Performance Clinics for Quarter 1 had taken place in July 2014 and were attended by the Chief Executive, Executive Director, Head of Service, Business Transformation Manager and Performance Officer.

An overall performance report had been prepared which contained:

- Performance indicators that are over-performing, under-performing or within target tolerance.
- Service area achievements
- Workforce statistics

Budget outturn figures had not been included in the report as they would first be included in a report for the Finance Sub Committee due to be held on 22 September.

It was noted that there were 55 performance measures recorded in Quarter 1 and 44 (80%) were over-performing or within tolerance. The Performance Officer noted that a new measure had been introduced for Planning Services whereby the processing of major planning applications within 13 weeks was measured over a rolling two year period. With a lot of hard work in the second of the two year rolling period, the team had exceeded the 40% threshold set by the DCLG for designation. Whilst 47% was close to the threshold, performance over the second year (68%) suggested that the team were on track to improve further.

Some under-performing measures were discussed. Noted in particular had been long term sickness, the percentage of residential household waste sent for treatment/disposal and removal of fly tips.

Particular reference had been made to staff members Chloe Mappedoram, Charlotte Tompkins and David Crawley for areas of achievement during the period of discussion.

### **RESOLVED:**

That the report be noted.

### **163. ENGAGEMENT WITH PARTNERS – TOWN AND PARISH COUNCILS**

The Executive Director provided a verbal update on the current position. Following the dispatch of questionnaires to Town and Parish Councils, 15 responses had been received; they had been analysed and the majority rated partner engagement as good or average, it depended on the issues. Less good engagement included some County Council and very local issues.

The majority of parishes felt well informed on standards, parish plans, boundary review and neighbourhood plans, although some asked for additional information. The picture was more even on Community Right to Bid, Local Council Tax Support Scheme, Planning Application Determination Process and CIL.

Main areas for improvement were planning and NCC highways/traffic and parking enforcement issues.

Consideration was being given to covering some issues via the T & PC Briefing. It was noted that suitable topics for such briefings could include planned improvements to ENC website and the officer contact list. Discussion was held on the possible future requirement for a Parish Council area within the ENC website to hold annual accounting information is the council did not require external auditing. This could be used to provide further information for parish councils. To improve access to information for parish councillors and a suggestion was made that Parish Councils use a generic e-mail address, which all its Councillors could access.

It was noted that the meetings of parishes in the Oundle Area had been successful and it was worth considering extending this to other groups of parishes with relevant NCC Councillors and maybe the Planning Officer invited. This was something Ward Councillors could initiate but would probably need a lead officer to service which would have resource implications.

Further discussions would be held at the next meeting.

**Chairman**