

WEST WILTSHIRE DISTRICT COUNCIL

MINUTES

Minutes of the: **CABINET**

Held on: **WEDNESDAY 1 SEPTEMBER 2004**

Held at: **COUNCIL CHAMBER, BRADLEY ROAD, TROWBRIDGE**

Present:

Councillors: Phillips (Leader), Clark, Fortescue, Payne and Wiltshire

Also present: Councillors Brice, Brown, Marion Clegg, Content, James, Oldrieve, Osborn, Newbury and Viles

Officers: Chief Executive, Corporate Officer (TD), Corporate Officer (IG), Head of Finance, Planning Policy Manager, Acting Legal Services Manager, Communications Officer (Media) and Member Support Officer (AB)

342 APOLOGIES

Apologies for absence were received from Councillors Bower, Mounde and While.

343 MEMBERSHIP OF CABINET

The membership of the Cabinet and the portfolios held following the reshuffle were noted.

344 MINUTES

The minutes of the meeting held on 28 July 2004 were approved as a correct record and signed by the Leader.

345 DECLARATIONS OF INTEREST

Councillor Clark declared a personal interest in minute number 349 – East Trowbridge Development Brief – as he had chaired the Hilperton Parish Council meeting when its response to the Brief had been formulated. He undertook to consider the item with an open mind at this evening's meeting.

346 ANNOUNCEMENTS FROM THE LEADER

Structure Plans

The Leader reported that in future Local Structure Plans would be superseded by Regional Directives. These directives would give priority in development to six or seven areas in the South West but with the exception of Swindon, there were no areas in Wiltshire. This meant that 600 houses could be deleted from the Local Plan and a certain amount of development land lost to

industry. He was concerned that these new directives could damage the economy of West Wiltshire and asked that positive representations be made in respect of the 12 week consultation. It was noted that consideration of the Regional Spatial Strategy was included in the Cabinet Forward Work Plan for its meeting on 27 October 2004.

Anna Browne

The Leader announced that this would be the last Cabinet meeting that Anna Browne, Member Support Officer, would be attending as she would shortly be leaving the authority. He thanked Mrs Browne for her work during her time with the Council and wished her well for the future. These sentiments were echoed by other Members.

347 UPDATES BY PORTFOLIO HOLDERS

Recycling Rates

Councillor Wiltshire reported that he had received a letter from Mr Morley congratulating the authority on the improvement in recycling rates.

348 RECOMMENDATION FROM INTERNAL OVERVIEW COMMITTEE

The Internal Overview Committee, at its meeting on 4 August 2004, made the following recommendation to Cabinet:

“That, as part of the capital bid programme for 2005/06, Cabinet considers extending the facilities for recycling within the district.”

Councillor Oldrieve, on behalf of the Internal Overview Committee, explained that while there were excellent facilities at Melksham, Trowbridge and Warminster, the Committee felt that consideration should be given to extending the facilities to Bradford on Avon and Westbury. He hoped that this would be a priority when the capital bid programme was considered.

Councillor Wiltshire, Environmental Portfolio Holder, was happy to promote this view through the Wiltshire Waste Partnership, although he felt that any operation in Bradford on Avon and Westbury would be on a smaller scale.

Reference was made to re-instating the skip system within the two towns, but it was noted that although there was a demand it had been abandoned because of the high costs.

The Chief Executive also pointed out that the Council’s role would be supporting as disposal of waste was the responsibility of the County Council.

Councillor Oldrieve welcomed Councillor Wiltshire’s comments and asked that the town councils be given the opportunity to be involved in the Wiltshire Waste Partnership if this was not already the case.

- RESOLVED:**
- (a) That the recommendation from the Internal Overview Committee be supported.**
 - (b) That the Environmental Portfolio Holder be asked to initiate a discussion with the Wiltshire Waste Partnership in respect of extending recycling facilities to Bradford on Avon and Westbury.**

NOTE: It was noted that neither the Chairman or Vice-Chairman of the Internal Overview Committee was in attendance to present the Committee's views to Cabinet.

KEY DECISIONS

349 EAST TROWBRIDGE DEVELOPMENT BRIEF

The Planning Policy Manager presented a report asking Cabinet to adopt the East Trowbridge Development Brief as supplementary planning guidance following an extended period of public consultation.

On 5 May 2004 Cabinet approved a draft East Trowbridge Development Brief for the purposes of public consultation. A period of public consultation was held between 7th May 2004 and 18th June 2004 and on 28 July 2004 Cabinet agreed to extend the deadline for consultation responses until 16th August 2004, in particular to receive the comments of a local group the Paxcroft Action Lobby (PAL).

It was reported that the Paxcroft Action Lobby had responded very constructively and had suggested amendments, many of which officers were happy to recommend.

In total 48 responses were received to the period of public consultation. The East Trowbridge Policy Project Group met on 28 June 2004 and on 27 August 2004 to discuss the results of public consultation and recommended changes to the draft brief to take account of the issues raised.

A schedule of all the comments received during the consultation period was presented. The schedule included a summary of the contents of the comments and a recommended Council response to each comment, including recommended changes to the SPG where appropriate.

- RESOLVED:**
- (a) **That the recommended responses of this Council to each of the comments received, as set out in appendix 1 of the report presented be approved;**
 - (b) **That the document entitled East Trowbridge Development Brief, be amended:**
 - (i) **as recommended in appendix 2 of the report presented;**
 - (ii) **with the three further amendments circulated to members at the meeting;**
 - (iii) **with the following additional wording to paragraph 5.19 “the layout of the development must not prejudice future access to the adjacent land formerly identified in the draft District Plan 1st Alteration under policy H11a. Any future development of this site will be determined through a Local Development Document.” ;**
 - (iv) **With the following additional wording “All play areas and open spaces in subsequent planning applications must be completed and, where necessary, equipped to the satisfaction of the Local Planning Authority prior to any adjoining houses being marketed or sold.”**

- (c) **That the East Trowbridge Development Brief, as amended, be adopted as supplementary planning guidance to the adopted District Plan 1st Alteration.**

Statement of reason for key decision	To be taken into account in the consideration of planning applications, supplementary planning guidance should be subject to adoption by the District Council.
Options considered and rejected	To rely on the general planning policy H11 to deliver the strategic site at East Trowbridge.
Date of implementation (not less than 5 days after date of decision)	8 September 2004

NON-KEY DECISIONS

350 **ICT STRATEGY**

The Corporate Director (TD) presented a report asking Cabinet to consider and approve a revised ICT Strategy.

Following the re-tendering and letting of a new ICT Facilities Management Contract to Vivista Ltd, the time was right to review the Council's ICT Strategy. This commenced in 2003 with consultation with Members and staff on the organisational requirements for the ICT service. In parallel with this, a technical review of the Council's ICT infrastructure was undertaken by Vivista.

These two sources, together with national requirements for e-government, had provided the main inputs for the proposals set out in the revised Strategy.

RESOLVED: **That the revised ICT Strategy be approved and adopted.**

351 **WRITE-OFFS**

The Head of Finance presented a report informing Members of the position as at 31 July in respect of write-offs.

- RESOLVED:**
- (a) **That the action of the Section 151 officer in writing off the debts under £300 totalling £101,257.37 be noted.**
 - (b) **That the write-off of the debts over £300 totalling £138,992.02 be approved**
 - (c) **That the total amount of debt written off from the proposals above equals £240,249.39 be noted.**

NOTE: Members asked that their congratulations be passed to the staff responsible for the improved debt collection figures for 2003/04.

352 FINANCIAL MONITORING

The Head of Finance presented a report informing Members of the Council's financial position for the period ending 31 July 2004.

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

353 CABINET FORWARD WORKPLAN

Cabinet received its Forward Work Plan for the period September to December 2004.

RESOLVED: **That the Work Plan be noted with the following addition:**

Southwick Country Park – April 2005

354 EXCLUSION OF PRESS AND PUBLIC

Open Forum Presentation – Mr Morland

RESOLVED: **That under S100A (4) of the Local Government Act 1972 the public including the press be excluded from the meeting during the following item of business on the grounds that it was likely in view of the nature of business to be transacted or the nature of proceedings, that if members of the public were present during this item there would be disclosure to them of exempt information as described in paragraph 12 of Schedule 12A to the said Act.**

PART II

Item during consideration of which it is recommended that the press and public be excluded.

355 DISTRICT PLAN 1ST ALTERATION - LEGAL CHALLENGE

Cabinet received a confidential report from the Acting Legal Services Manager in respect of a legal challenge made to the District Plan 1st Alteration.

RESOLVED: (a) **That the report be noted**

 (b) **That the Head of Finance be requested to make appropriate provision in the contingency fund to allow the authority to defend the litigation with additional provision to cover the potential costs in case of loss.**

 (c) **That further reports on progress be brought to Cabinet as appropriate.**

Date of Next Cabinet Meeting

The next scheduled meeting of Cabinet has been arranged for Wednesday 29 September 2004 to be held in the Council Chamber, at the Council Offices, Bradley Road, Trowbridge at 7.00pm.

(7.00pm 9.05pm)

These minutes were prepared by Anna Browne, Member Support Officer
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