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TO: THE CHAIRMAN AND MEMBERS OF
BABERGH DISTRICT COUNCIL

9 December 2013

PLEASE NOTE TIME OF MEETING

Dear Sir/Madam

A Meeting of the Babergh District Council will be held in the Council Chamber, Council Offices, Corks Lane, Hadleigh on **Tuesday 17 December 2013 at 9.30 a.m.**

For those wishing to attend, prayers will be said at 9.25 a.m. prior to the commencement of the Council meeting.

Yours faithfully

Andrew Hunkin
Strategic Director (Corporate)

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Strategic Director (Corporate): Andrew Hunkin
Head of Corporate Organisation: Peter Quirk, **Head of Corporate Resources:** Katherine Steel
Chief Finance Officers (S151): Katherine Steel (Mid Suffolk), Barry Hunter (Babergh), **Monitoring Officer:** Andrew Hunkin

PART I1 MINUTES

To confirm and sign the Minutes of the meeting held on [27 September 2013](#) (copy attached) as a correct record.

2 DECLARATION OF INTERESTS

Members to declare any interests as appropriate in respect of items to be considered at this meeting.

3 APOLOGIES FOR ABSENCE

To receive apologies for absence.

4 CHAIRMAN'S ANNOUNCEMENTS

[Paper N90](#)

In addition to any announcements made at the meeting, please see Paper N90 attached, detailing events attended by the Chairman and Vice-Chairman.

5 TO RECEIVE NOTIFICATION OF PETITIONS IN ACCORDANCE WITH COUNCIL PROCEDURE RULE NO. 13

In accordance with Council Procedure Rule No. 13, the Chief Executive will report the receipt of the following petitions. There can be no debate or comment upon these matters at the Council meeting.

Planning Application No B/13/01004/FUL – Erection of new village hall and associated parking with construction of vehicular access on land at Monks Eleigh Recreational Ground. Construction of pedestrian access via Church Walk, pathways adjacent to existing Village Hall and within the site to the new Village Hall, Playing Field, Church Hill, Monks Eleigh.

Petition signed by approximately 34 residents of Babergh in support of the proposed development. The petition was taken into account when the application was determined by the Planning Committee on 13 November 2013.

Morrisons, Hadleigh

Petition signed by 60 residents of Babergh objecting to the proposed building of a petrol station at the Morrisons' site in Hadleigh. The petition was reported to the meeting of the Planning Committee held on 16 October 2013.

The petitioners' objection to the proposal would normally be taken into account when the relevant planning application was determined. However, no application has been received to date so it is not possible to give any indication as to the future consideration of this matter. The petition organiser has indicated that a further petition might be submitted if and when there is a planning application for the proposed development.

6 RECOMMENDATIONS AND REPORTS FROM COMMITTEES(a) Mid Year Report on Treasury Management – 2013/14 (Joint Audit and Standards Committee – 4 November 2013)

[Paper
JAC14](#)

The Head of Corporate Resources submitted a report (Paper JAC14) setting out treasury management activity for the first six months of 2013/14, as required by the Code of Practice on Treasury Management. Members were asked to review the information contained in the report, following which they agreed to recommend both full Councils to note the position.

The Head of Corporate Resources responded to Members' questions on various aspects of the information provided, including the following:-

Appendix A – paragraph 1.5.

The extent to which the Councils place money with other Local Authorities, and the safeguards which exist for such deposits.

Appendix D – paragraph 1.2.

Setting of Authorised Limit and Operational Boundary for External Debt – based around historic levels of debt, and taking into account the effect of changes in the HRA.

RECOMMENDED TO COUNCIL

That the treasury management activity for the first six months of 2013/14 as set out in Paper JAC14 be noted.

(b) Local Council Tax Reduction Scheme and Council Tax Technical Changes – 2014/15 (Strategy Committee Minute No 57)

[Paper
N80](#)

Members had before them amended recommendations to Council, which had been circulated prior to the commencement of the meeting.

The Corporate Manager – Financial Services introduced the report from the Head of Corporate Resources (Paper N80) proposing changes to certain categories of exemptions from Council Tax, and explained the reason for the amended recommendations.

The Corporate Manager referred to the collection rates being encouraging so far, based on the first eight months' operation of the new Scheme and advised Members that no major changes were proposed at present, but that a fuller picture would emerge once figures for a complete year were available. He responded to Members' questions about the operation of the Scheme including the effect of its provisions on the return of empty properties into the housing supply.

The Strategy Committee recommended

- (1) That the Council's existing 2013/14 Local Council Tax Reduction (LCTR) Scheme continues to operate from 1 April 2014.
- (2) That the changes to certain categories of exemptions from Council Tax from 1 April 2014, as set out below, be approved, with further consideration and final confirmation in February 2014 as part of the Budget setting process:-
 - Empty Unfurnished properties (Class C exemption)
Currently a 100% reduction in Council Tax applies for the first 4 weeks then full Council Tax is payable. It is proposed that this is amended to a 25% reduction for the first 3 months with Council Tax then being payable in full.
 - Uninhabitable properties (Class A exemption)
Currently a 30% reduction in Council Tax applies. It is proposed that this is amended slightly to a 25% reduction.

In order to be consistent with the requirements of the relevant Regulations, the wording of recommendation (2) needs to be amended as shown in italics in the revised recommendation below.

RECOMMENDED TO COUNCIL

- (1) That the Council's existing 2013/14 Local Council Tax Reduction (LCTR) Scheme continues to operate from 1 April 2014.
- (2) That the changes to certain categories of exemptions from Council Tax from 1 April 2014, as set out below, be approved, with further consideration and final confirmation in February 2014 as part of the Budget setting process:-
 - Empty Unfurnished properties (*Class C exemption reduction*)

Currently a 100% reduction in Council Tax applies for the first 4 weeks then full Council Tax is payable. It is proposed that this is amended to a 25% reduction for the first 3 months with Council Tax then being payable in full.

In considering whether a dwelling has been in Class C for any period, any one period, not exceeding six weeks, during which it was not in this Class C shall be disregarded.
 - Uninhabitable properties (*Class A exemption reduction*)
Currently a 30% reduction in Council Tax applies *for the first 12 months then full Council Tax is payable*. It is proposed that this is amended slightly to a 25% reduction *for the first 12 months with Council Tax then being payable in full*.

ITEM	BUSINESS
7	<u>JOINT SCRUTINY COMMITTEE REPORT</u>
Paper N91	Paper N91 attached.
8	<u>QUESTIONS FROM THE PUBLIC</u>
	The Chairmen of Committees to answer any questions from the public of which notice has been given no later than midday two working days before the day of the meeting in accordance with Council Procedure Rule No. 14.
9	<u>QUESTIONS FROM MEMBERS</u>
	The Chairman of the Council and the Chairmen of Committees and Sub-Committees to answer any questions on any matters in relation to which the Council has powers or duties or which affect the District and which fall within the terms of reference of that Committee or Sub-Committee of which due notice has been given in accordance with Council Procedure Rule No. 15.4 (a) and (b).
10	<u>DESIGNATION OF THE MONITORING OFFICER ROLE</u>
Paper N92	Report by the Head of Corporate Organisation attached.
11	<u>TIMETABLE OF MEETINGS 2014/15</u>
Paper N93	Members are asked to approve the draft timetable (Paper N93) attached, prepared by the Head of Corporate Organisation.
	The timetable has been the subject of consultation with Management Board, Heads of Service, Political Group Leaders and the current Chairmen of Council and Committees.
12	<u>APPOINTMENT OF MEMBERS TO THE JOINT GYPSY AND TRAVELLER STEERING GROUP FOR BABERGH AND MID SUFFOLK</u>
	The Head of Corporate Organisation to report that, following the decision of both Councils at their October Council meetings to set up a Joint Steering Group, the Council is asked to make the Babergh appointments to the Group. The Political Group Leaders have been consulted and agreed on the following names to be put forward for approval.
	James Cartlidge Trot Ward Sue Wigglesworth
	The Council is recommended to appoint the Members referred to above to serve on the Joint Gypsy and Traveller Steering Group for the remainder of the current term of office, and to confirm the appointment of Tony Bavington, Lead Member – Housing as the fourth Babergh member (previously agreed by the Council – Resolution (2) of Minute No 47 refers).

13 **GREATER IPSWICH CITY DEAL BOARD**

The Strategic Director (Place) to report that, following the successful agreement of the Greater Ipswich City Deal, it is necessary to move swiftly to set up the City Deal governance arrangements so that all involved can move into the implementation phase of the programme. The first City Deal Board meeting is expected to take place in January 2014 and Babergh and Mid Suffolk are asked to agree their joint representation on the Board, which will report directly to the New Anglia Local Enterprise Board. Draft Terms of Reference for the Board have been prepared.

Babergh's Political Group Leaders and the Mid Suffolk Portfolio Holders have been consulted and have agreed to nominate Councillor Sue Carpendale (Babergh) as the representative with Councillor Sara Michell (Mid Suffolk) as her substitute.

It is therefore recommended

That, for the remainder of the current term of office, Councillor Mrs S Carpendale be appointed to represent Babergh and Mid Suffolk on the Greater Ipswich City Deals Board, subject to the appointment being endorsed by Mid Suffolk District Council. Further, that the appointment by Mid Suffolk of Councillor Mrs S Michell as the nominated substitute on the Board for the remainder of the current term of office be endorsed.

14 **EXCLUSION OF THE PUBLIC (WHICH TERM INCLUDES THE PRESS)**

To consider whether, pursuant to Part 1 of Schedule 12A of the Local Government Act 1972, the public should be excluded from the meeting for the business specified below on the grounds that if the public were present during these items, it is likely that there would be the disclosure to them of exempt information as indicated against each item.

The authors of the reports proposed to be considered in Part II of the Agenda are satisfied that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

PART II**15** **RECOMMENDATIONS AND REPORTS FROM COMMITTEES****Disposal of Freehold – Strategy Committee Minute No 59 (Exempt information by virtue of Paragraph 3 of Part 1)**

Paper N94 attached.

[Paper
N94](#)

ITEM

BUSINESS

- 16 MEMBER'S ABSENCE FROM MEETINGS (Exempt information by virtue of Paragraph 1 of Part 1)

[Paper
N95](#)

Report by the Monitoring Officer attached.

Note:

The public and press will be re-admitted to the meeting following consideration of the Part II items.

- 17 MEMBERSHIP OF PLANNING AND JOINT SCRUTINY COMMITTEES

The Head of Corporate Organisation to report that the Labour Group has notified its intention to make a change to its members on the Planning and Joint Scrutiny Committees.

The Council is therefore asked to agree that Jack Owen replaces Neil MacMaster on the Planning Committee and that Neil MacMaster replaces Jack Owen on Joint Scrutiny Committee with immediate effect, for the remainder of the current municipal year.

For further information on any of the Part 1 items listed above, please contact Linda Sheppard on 01473 826610 or via email at committee.services@babergh.gov.uk