

**BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK**

**CABINET DECISION SHEET**

**Decision Sheet from the Meeting of the Cabinet held on Tuesday, 28th  
November, 2017 at 5.30 pm in the Council Chamber, Town Hall,  
Saturday Market Place, King's Lynn PE30 5DQ**

**PRESENT:** Councillor B Long (Chairman)  
Councillors R Blunt, I Devereux, P Hodson, A Lawrence, Mrs K Mellish  
and Mrs E Nockolds

1 **MINUTES**

**RESOLVED:** The Minutes of the Meeting held on 17 October 2017 were approved and signed as a correct record by the Chairman.

2 **URGENT BUSINESS**

None

3 **DECLARATIONS OF INTEREST**

None

4 **CHAIRMAN'S CORRESPONDENCE**

None

5 **MEMBERS PRESENT UNDER STANDING ORDER 34**

Under Standing Order 34 the following Councillors attended and addressed Cabinet for the items shown:

Public Toilets – Councillors G Middleton, J Collop & S Collop, T Parish and D Pope

Planning Scheme of Delegation – Councillors T Parish, J Moriarty and V Spikings

Parish Partnership Scheme – Councillors A Tyler, J Collop and L Bambridge

Member Champions – Councillor A Wright

6 **CALLED IN MATTERS**

None

7        **FORWARD DECISIONS**

The Forward Decision List was noted.

8        **MATTERS REFERRED TO CABINET FROM OTHER BODIES**

Comments on the Planning Scheme of Delegation, Public Toilets and Parish Partnership reports had been included in the items.

9        **PUBLIC TOILETS**

**RESOLVED:** 1)        That the provision toilets be maintained as listed in Section 2.2 of the report.

2)        That 80% of the cost of the following toilets be charged as a Special Expenses charge:

- Walks Management Building
- Walks Broadwalk
- Memorial Playing Fields, Downham Market
- Heacham village

3)        That £40,000 in capital funding be allocated to carry out a refurbishment of the Wales Court toilets, Downham Market subject to the outcome of discussions with Downham Market Town Council.

4)        That following discussions with the Downham Market Town Council on the transfer to the ownership of the Wales Court toilets to Downham Market Town Council. Authority be granted to the Cabinet Member in consultation with the Executive Director – Commercial Services to transfer ownership if appropriate.

5)        That delegated authority be given to the Executive Director Commercial Services in consultation with the Portfolio Holder for Housing and Community to arrange for demolition or alternative use of the toilets at Gaywood and Howdale, Downham Market.

6)        That delegated authority be granted to the Executive Director Commercial Services in consultation with the Portfolio Holder for Housing and Community to investigate options for Old Hunstanton and Holme-next-the-Sea.

**Reason for Decision**

To maintain an adequate supply of public conveniences and contribute towards the Council's budget targets.

10       **PLANNING SCHEME OF DELEGATION**

**RECOMMENDED:** 1)        That applications due to go to Planning Committee (except those subject to the Member call-in right) be considered first by a Sifting Panel. The Sifting Panel may resolve that

an application that would need to go to Planning Committee under 1.1.2 – 1.1.4 of the current Scheme of Delegation (attached to the report) can be determined under officer delegated powers.

2) That the current Member call-in right and the current timescale for it be retained but amended to ensure that Members only call-in applications within their own Wards (unless exceptional reasons dictate otherwise), and that reasons for calling-in the application are given.

3) That the operation of the Sifting Panel and the detail of “exceptional Circumstances” set out in the report be reviewed after 12 months of its commencement and the relevant Scrutiny Panel be invited to carry out the review.

#### **Reason for Decision**

To allow a more proportionate use of the Planning Committee, both in terms of Members and officers time and resources.

### 11 **PARISH PARTNERSHIPS SCHEME**

**RESOLVED:** That the request for match funding for the provision of two SAM signs on Vancouver Avenue, Goodwins Road or Tennyson Avenue, to be paid for through an increase in King’s Lynn Special Expenses be agreed.

#### **Reason for Decision**

Cabinet is required to consider any Parish Partnership fund bids endorsed by KLACC, as per the Committee’s terms of reference.

### 12 **CHARGING FOR HOUSING ACT 2004 ENFORCEMENT**

**RECOMMENDED:** That the policy to introduce charges in relation to housing enforcement notices and reasonable administrative costs for emergency remedial action and works in default as set out in the report be approved.

#### **Reason for Decision**

To ensure that the Council is able to recover legitimately incurred costs for housing enforcement as set out in Housing Act 2004.

### 13 **COUNCIL TAX SUPPORT SCHEME 2018/19 : FINAL SCHEME**

**RECOMMENDED:** 1) That the responses from the Council Tax Support consultation at Section 3 and Appendix B to the report be noted.

2) That the draft Council Tax support scheme detailed in the Cabinet report of 6 September 2017 be recommended to Council as the final Council Tax Support scheme for 2018/2019.

3) That in future years delegated authority be given to the Leader, in consultation with the relevant Portfolio Holder and s151 Officer, to agree the draft Council Tax Support scheme to go out to public consultation.

**Reason for Decision**

To ensure a Council Tax Support scheme for 2018/2019 is agreed by full Council by 31 January 2018

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**MEMBER CHAMPIONS**

**RESOLVED:** 1) That the Terms of Reference for Member Champions be approved.

2) That the Protocol for Member Champions be approved.

3) That the Disability Champion be appointed as Councillor S Fraser.

4) That an Armed Forces Champion be appointed by the Leader at a later date.

**Reason for Decision**

To give structure and regulation to the role of Member Champions.

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**EXCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED:** That under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act.

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**STALLED SITES**

**RESOLVED:** 1) That officers be authorised to set up a framework agreement to allow builders to develop sites for the Council that are too small to be developed efficiently as part of the Major housing contract with Lovell.

2) That the creation of a new project officer post as set out in sections 6 and 8 of the report be approved.

**RECOMMENDED:** 1) That the process for progressing stalled sites within the Borough be agreed as laid out in the report.

2) That the Scheme of delegation laid out in section 5 of the report be approved.

3) That officers be authorised to use the funds identified in section 6.2 of the report to help fund the initial cost of the legal costs and officer resource.

4) That officers be authorised to use the same scheme to acquire further sites for development using the major housing contract.

**Reason for Decision**

To progress the delivery of sustainable housing.

To achieve a commercial return for the Council (through capital and revenue receipts).

To deal with poor or blighted sites across the Borough.

**The meeting closed at 7.30 pm**