

CABINET

13 April 2015

Minutes of the Cabinet meeting held at the Town Hall, Bexhill-on-Sea on Monday 13 April 2015 at 11:00am.

Cabinet Members present: Councillors C.R. Maynard (Leader), Lord Ampthill, S.D. Elford, A.E. Ganly, Mrs J.M. Hughes, J.M. Johnson, M.J. Kenward (Deputy Leader), P.N. Osborne and R.H. Patten.

Other Members present: Councillors Mrs M.L. Barnes, J.J. Carroll, R.V. Elliston, K.M. Field, Mrs B.A. George, B. Kentfield, I.G.F. Jenkins, Mrs E.M. Kirby-Green, M. Mooney, D.W.L.M. Vereker and M.R. Watson.

Advisory Officers present: Executive Director of Business Operations, Executive Director of Resources, Service Manager – Finance and Welfare, Planning Policy Manager, Principal Solicitor (Planning) and Democratic Services Manager.

Also present: 3 members of the public.

Publication Date: 15 April 2015

The decisions made under PART II will come into force on 23 April unless they have been subject to the call-in procedure.

CB14/75. **MINUTES**

The Chairman was authorised to sign the minutes of the meeting held on 9 March 2015 as a correct record of the proceedings.

CB14/76. **APOLOGIES FOR ABSENCE**

An Apology for absence was received from Non-Executive Member Councillor A.E. Davies.

PART I – RECOMMENDATIONS TO COUNCIL – not subject to call-in procedure under Rule 16 of the Overview and Scrutiny Procedure Rules.

CB14/77. **SEASIDE PLEASURE BOAT BYELAWS**
(6.1)

Cabinet received and considered Minute OSC14/60 arising from the Overview and Scrutiny Committee (OSC) meeting held on 16 March 2015. The OSC had considered the Boat Byelaws Working Group's final recommendations on the revised draft seaside pleasure boat byelaws following a second consultation. It was noted that both the

Bexhill Sailing Club and Bexhill Rowing Club would require an exemption from the effects of the byelaws to enable these organisations to operate lawfully.

RECOMMENDED: That

- 1) the revised draft byelaws as set out in Appendix 1 to the report be approved;
- 2) the Executive Director of Resources be authorised to take all necessary steps to achieve confirmation of the byelaws; and
- 3) a licence / consent be granted to both Bexhill Sailing Club and Bexhill Rowing Club for exemption from the effect of the byelaws, once confirmed.

CB14/78.
(6.2)

DEBT MANAGEMENT POLICY

Cabinet received and considered Minute OSC14/61 arising from the Overview and Scrutiny Committee (SOSC) held on 16 March 2015. The OSC had considered a revised Debt Management Policy which had been amended to ensure that the Policy remained robust and relevant to the current economic climate as well as taking account of the officer re-structure. The Debt Management Policy set out the Council's policies relating to all debts; specific types of debt; how enforcement action was pursued in the case of non-payment; and the earliest opportunity that debts could be written off (whilst recognising that a debt could be reinstated should further information later be received). The Lead Cabinet Member for Finance was pleased to see a revised policy and hoped that in future enforcement action was more timely, that benefits claims were processed as efficiently and as accurately as possible thereby avoiding overpayments and that irrecoverable debts were written out of the accounts as soon as practical.

RECOMMENDED: That the updated Debt Management Policy be approved and adopted, as submitted.

CB14/79.
(7.1)

CHILD PROTECTION AND ADULT AT RISK POLICY

Under the Children Act 2004 the Council had a duty to co-operate to improve and safeguard children and promote their welfare; in addition, the Working Together to Safeguard Children (DfES, 2006) guidance set out how organisations and individuals should work together to safeguard and promote the welfare of children. This work was delivered through the Local Safeguarding Children Boards (LSCB) which had recently highlighted that the Council's existing safeguarding policy should be reviewed and updated as necessary.

Members considered the revised policy document which set out the action that all Council staff, elected Members and those working on behalf of the Council must take in their day-to-day duties / activities. The Council also needed to ensure that its recruitment, selection and

related procedures were robust to ensure that only suitable people were employed in relevant positions. Members were pleased to see that the policy put in place clear procedures for staff of how and to whom any suspicions and allegations should be reported and any other actions they should take. Training would be provided during 2015 to both officers and Members to ensure they were fully conversant with the requirements of the policy and legislation. It was noted that those staff who were more likely to be exposed to potential protection issues were already receiving training and this would be rolled out to all staff in due course. The policy would be subject to further review in accordance with national legislation requirements and East Sussex County Council reviews.

RECOMMENDED: That the revised Child Protection and Adult at Risk Policy be approved and adopted.

PART II – EXECUTIVE DECISIONS – subject to the call-in procedure under Rule 16 of the Overview and Scrutiny Procedure Rules by no later than 4:00pm on 22 April 2015.

CB14/80. **NEIGHBOURHOOD AREA DESIGNATIONS FOR BATTLE,
(8.1) SALEHURST AND ROBERTSBRIDGE CIVIL PARISHES**

Cabinet received and considered the report of the Executive Director of Business Operations on the Neighbourhood Area Designations for Battle and Salehurst and Robertsbridge Civil Parishes.

Under the Government's Neighbourhood Planning initiative a Parish or Town Council was required to apply to their local planning authority for a designation in order to carry out a Neighbourhood Development Plan (NDP). As such two applications had been received from Battle Town Council and Salehurst and Robertsbridge Parish Council as relevant bodies for designation; each application was for designation of the whole parish as a Neighbourhood Area. It was noted that Neighbourhood Plans should be in general conformity to Rother District Council's (RDC) adopted Core Strategy and planning officers would continue to liaise with local Councils over the development of policies and proposals in their respective Neighbourhood Plans.

In accordance with recently amended regulations, RDC had publicised and consulted on both Neighbourhood Plan Area applications over a six week period that commenced on the 27 February and concluded at 4:30pm on the 10 April 2015. The applications were promoted on RDC's website, as well as by the respective Town and Parish Council. It was noted that there had been no adverse representations received, with nine letters of support for Salehurst and Robertsbridge; accordingly it was recommended that both applications to designate the whole of their respective civil parishes as Neighbourhood Areas be approved.

Following approval of the Neighbourhood Area, and as soon as possible after designating the Neighbourhood Area, RDC was required to publish the details of the Neighbourhood Area, together with a plan

on the Council's website to bring to the attention of people who lived, worked or carried on business in the Neighbourhood Area and to comply with Regulation 7 of the Neighbourhood Planning (General) Regulations 2012 (as amended).

It was recommended that as tighter timescales for the determination of Neighbourhood Area applications had been introduced, the Executive Director of Business Operations be granted delegated authority, in consultation with the Portfolio Holder for Strategic Planning and the relevant local Member(s), to determine Neighbourhood Area designations for single parishes. These were rarely contentious and were essentially an administrative function; the longer timescale for dealing with applications for a combination of Parishes and from Neighbourhood Fora, which could raise boundary issues, would still be brought before Cabinet for consideration as well as all submission versions of all Neighbourhood Plans.

RESOLVED: That:

- 1) the designation of the Battle Civil Parish and the Salehurst and Robertsbridge Civil Parish as Neighbourhood Areas for the purposes of Neighbourhood Planning be confirmed, subject to consideration of responses to the respective consultations; and
- 2) the Executive Director of Business Operations, following consultation with the Portfolio Holder for Strategic Planning and the relevant local Member(s) be granted delegated authority to determine, and designate, future applications for a Neighbourhood Area for a single Parish that are made by that Parish Council.

CB14/81. **CHAIRMAN'S VOTE OF THANKS**

The Leader paid tribute to Councillor Patten, who was standing down after 16 years of service on the Council. During his time on the Council, Councillor Patten had been the longest serving Member of Cabinet and had managed the cabinet financial portfolio with due diligence; his contribution to his portfolio should not be underestimated and would be missed. Councillor Patten thanked his fellow Members and officers with whom he had served on the Council.

CHAIRMAN

The meeting closed at 11:20am

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