



MEETING OF THE COUNCIL  
OF THE BOROUGH OF MELTON

PARKSIDE, STATION APPROACH, BURTON STREET, MELTON MOWBRAY

14 DECEMBER 2016

PRESENT

Councillor D.R. Wright (Mayor)  
P. Baguley, T.S. Bains, M. Blase, T. Beaken,  
P.M. Chandler, T. Culley, P. Cumbers, R. de Burle,  
J. Douglas, M. Glancy, M.C.R. Graham MBE,  
L. Higgins, E. Holmes, J. Hurrell, E. Hutchison,  
J. Illingworth, V. Manderson, P.M. Posnett,  
J.B. Rhodes, J. Simpson, J. Wyatt

Chief Executive  
Strategic Director (KA), Strategic Director (CAM),  
Head of Central Services, Head of Communications  
Central Services Manager; Revenues Business Partner,  
Democracy & Involvement Officer

Rev David Payne from St Mary the Virgin, Bottesford offered prayers

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CO59. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Botterill, Greenow, Lumley, Orson and Pearson. Councillor Sheldon was also not present at the meeting.

CO60. MINUTES

The following sets of minutes were moved and seconded as a true record of the meetings by Councillor Posnett and Councillor Higgins respectively and, following a vote, were signed by the Mayor:

- (1) the Extraordinary Meeting held on 19 September 2016;
- (2) the Ordinary Meeting held on 12 October 2016;
- (3) the Extraordinary Meeting held on 20 October 2016.

## CO61. DECLARATIONS OF INTEREST

Councillors Posnett and Rhodes each declared a personal interest in any matters relating to the Leicestershire County Council due to their roles as County Councillors.

Councillor Rhodes declared a personal and pecuniary interest in the recommendation from PFA Committee in connection with the Local Council Tax Support Scheme (minute CO66 (d) refers) and indicated he would leave the meeting when this matter was under consideration.

## CO62. MAYOR'S ANNOUNCEMENTS

The Mayor

(a) reported it had been an active period in the Mayoral calendar since the last scheduled meeting of the Council in October during which he had attended 47 engagements, and commented on the following highlights:

(i) a number of visits to local primary schools, accompanied on occasions by Councillors Douglas, Chandler, Holmes, and Blasé during which they had received some very interesting, and at times unexpected, questions;

(ii) the official re-opening of the refurbished McDonalds Restaurant in Melton along with 'Eddie the Eagle';

(iii) several Remembrance Day Services and events in Melton and Leicester;

(iv) the start of the town's Christmas festivities with the launch of St Mary's Church Christmas Tree Festival and the switching on of Melton's Christmas lights which had drawn an amazing number of people into the town centre. All credit was due to the Town Centre Managers, Shelagh Core and Lisa Brown;

(v) presenting the prizes at the Melton & Belvoir Agricultural Society's Fatstock Show at Melton Cattle Market and attending the Society's annual Christmas Dinner. The Mayor thanked the organisers for donating the raffle takings to his Appeal Fund;

(vi) alongside the Leader, and the Deputy Mayor, hosting a visit by the Chairman of Sochaczew town council and his wife, Mr Sylwester Kaczmarek and Mrs Renata Kaczmarek at the beginning of December. It was hoped that some Scouts, Guides and Young Farmers exchange visits could be arranged;

(vii) a successful and enjoyable Carols by Candlelight service at St Mary's Church on 8 December and starting the Rotary Club's annual Santa Fun Run at Melton Country Park where over 200 runners had participated;

(b) reminded Members to put forward any worthy nominations for the County Chairman's Dinner for Unsung Local Heroes dinner which would be held in March next year;

(c) referred to this meeting as being the last meeting attended by the Strategic Director, Christine Marshall before she took up her new appointment. On behalf of all Members, the Mayor thanked the officer and wished her well in her new role.

The Leader endorsed the Mayor's remarks and added her own thanks to the officer for the hard work and positive contribution she had made to the successes of the Council for which she certainly would be remembered. As Leader of the Opposition, Councillor Holmes also paid tribute to Ms Marshall's hard work and achievements.

Ms Marshall responded briefly stating she had enjoyed the journey over her 13 years with Melton Borough Council during which significant steps forward had been taken by the authority.

[Councillor Baguley entered the meeting during the preceding item at 6.45pm.]

### CO63. LEADER'S ANNOUNCEMENTS

The Leader presented her report to Council, during which she

(a) referred to the success and huge support for the Christmas events in the town – the lights switch on and St Mary's Christmas Tree Festival which was bigger than ever and represented a real community effort. The festival also formed the basis for the 2016 Corporate Christmas card. The Mayor of Sochaczew had sent a tree for the festival. On the twinning side, the Leader and the Mayor had hosted a visit by the town council's Chairman and his wife who had attended the first Veterans Breakfast Club at the Harborough Hotel which she and Councillor Lumley had organised;

(b) advised that during the closure of St Mary's Church in the New Year for the refurbishment programme, the Sunday services would be held in the Council's Civic Suite;

(c) expressed her pleasure at being able to announce that the Council had been awarded £2.8M from the Government's Growth Fund to enable us to work with the County Council on the engineering of the Eastern Distributor Road;

(d) reported that it was now the last few days of the consultation period for the Melton Local Plan and urged everyone who had not yet commented on the Plan to do so. She commended the hard work by the Local Plans team to facilitate conversations with residents of the Borough having held meetings with 7 Parish Councils and 5 Neighbourhood Plan Groups;

(e) stated that the Cattle Market redevelopment was progressing well and the concreting was underway. Sales had increased and the work was in budget which was down to the good partnership and hard work of our officers;

(f) reported that the Council had been shortlisted for the Local Government Chronicle Awards for Business Transformation and that a successful visit had been made to Hinckley & Bosworth Borough Council by some Members of the Leisure Vision group to look at their new Leisure Centre;

(g) advised another planned efficiency had been accepted which would give the Council some certainty for its Budget Planning. A Capacity bid had been submitted to the Homes and Communities Agency for Master Planning and Delivery of the SUE's (£214,000). The Council's first Community Lottery draw would take place on Christmas Eve;

(h) concluded by thanking officers for all the work they had done this year and to the Members for the support they had given.

#### CO64. PUBLIC QUESTION TIME

There were no questions submitted from members of the public.

#### CO65. PETITIONS

No petitions had been received.

#### CO66. RECOMMENDATIONS AND REPORTS FROM COMMITTEES

##### **(a) Governance Committee: 22 November 2016 – Minute G.37 Provision of External Audit Services**

Councillor Chandler briefly referred to the arrangements being made for the appointment of external auditors from 1 April 2018 and the options available in relation thereto as reported to the Governance Committee on 22 November and accordingly moved the recommendation supported by that Committee. The motion was seconded by Councillor Posnett. Following a vote, the motion was carried unanimously.

**RESOLVED:** that this Council opts in to the appointing person arrangements made by Public Sector Audit Appointments (PSAA) for the appointment of external auditors and delegated authority be given to the Head of Central services to submit the formal notice of acceptance.

##### **(b) Governance Committee: 22 November 2016 – Minute G.40 Provision of Internal Audit Services**

Councillor Chandler outlined the proposal to delegate the internal audit service to Local Government Shared Service (LGSS) and why this option was the most appropriate for an authority of this size. This proposal was supported by the Governance Committee at its meeting on 22 November and accordingly she moved acceptance of the Committee's recommendation. The motion was seconded by Councillor Posnett, and carried unanimously following the vote.

##### **RESOLVED:**

(1) That the Council delegate its internal audit service to Local Government Shared Service from 1<sup>st</sup> April 2017;

(2) That the Council delegate authority to the Head of Central Services in consultation with the Solicitor to the Council to finalise the delegation agreement with LGSS for the provision of internal audit services.

**(c) Governance Committee : 22 November 2016 – Minute G.43 Annual Review of the Constitution**

Councillor Chandler presented the recommendations of the Governance Committee with regard to revisions to the Council's Constitution. She highlighted the new policy with regard to the Personal Safety of Members which the LGA recommended be reviewed following the tragic murder of Jo Cox MP in June. Other local authority's policies on Members personal safety had been considered but the Committee had preferred the more concise version drawn up by the Council's Health & Safety Officer. Councillor Chandler commended this new policy to Members which she advised all to follow. Councillor Chandler then moved the recommendations contained on the Order Paper and these were seconded by Councillor Posnett.

Before moving to the vote, the Deputy Leader advised Members of two unpleasant incidents he had been witnessed at the last Planning Committee meeting concerning the behaviour of two members of the public towards the Council's caretaker on being directed to leave the civic chamber and later towards a Parish Councillor who had been present to put the views of his parish council but was then verbally abused in the car park. The Deputy Leader commended the professional manner in which the caretaker had dealt with the incident directed at him; the Deputy Leader said he had raised the incident involving the parish councillor with the Chief Executive as he was concerned that the Council should assist parish councillors also in matters of personal safety. A vote was then taken and the motion carried unanimously.

**RESOLVED:** To approve for adoption in the Council's Constitution the proposed actions as set out at Appendix A to the report to the Governance Committee on 22 November 2016 including the documents listed below in the number order that they appear:-

- A1 Updated Part 1 - Summary
- A2 Updated Part 2 - Articles
- A3 Updated Part 3 – Responsibility for functions
- A4 Updated Part 3 – Delegations to Officers
- A5 Updated Part 4 - Rules of Procedure
- A6 Revised Contract Procedure Rules
- A7 Updated Part 5 - Codes & Protocols
- A8 Revised Substitute Policy
- A9 New Personal Safety of Members Policy
- A10 Updated Part 8 - Performance Management
- A11 Updated Part 10 - Whistleblowing Policy etc

[Councillor Rhodes here left the meeting at 7pm]

**(d) Policy Finance & Administration Committee: 30 November 2016 – Minute P. 44 Local Council Tax Support Scheme 2017-18**

Councillor Posnett presented the recommendations from the PFA Committee with regard to changes to be made to the current Local Council Tax Support scheme to come into effect on 1 April 2017. As a separate motion she moved acceptance of the maximum limit of Council Tax Support to be set at 85%. The motion was seconded by Councillor Higgins. Upon being put to the vote, the motion was carried by a majority.

Councillor Posnett then moved the remaining recommendations numbered (2) to (7) as set out in the Order Paper. In seconding the motion, Councillor Higgins thanked the Revenue Business Partner, Mr Bowen, for his work on this matter which would offer support to residents. The Leader of the Opposition also added her thanks to Mr Bowen for carrying out a difficult job to a high standard and in an efficient way. A vote was taken on the motion and carried unanimously.

**RESOLVED:** that

- (1) the level of the maximum limit of Council Tax Support be set at 85%;
- (2) the Local Council Tax Support scheme be amended to align Council Tax Support to Housing Benefit changes now and for future changes;
- (3) the Local Council Tax Support scheme be amended to introduce a 'Personal Support Package' scheme which requires Council Tax recipients to work with the Council to meet the conditions of the scheme to continue to receive Council Tax Support;
- (4) the Local Council Tax Support Scheme be amended to enable Council Tax Support to be limited or withdrawn altogether if a claimant fails to work with the Council and/or does not meet the requirements of their Personal Support Package;
- (5) the Local Council Tax Support scheme not be amended at this time to make changes restricting payments of Council Tax Support to B and D levels;
- (6) the Local Council Tax Support scheme not be amended at this time to make changes to the maximum capital limit of £16,000;
- (7) delegated authority be given to the Head of Central Services to adjust the Local Council Tax Support scheme annually with regard to uprating personal allowances and premiums and changes to the universal Credit Scheme affecting the Local Council Tax Support Scheme as announced by Central Government and that the Council's scheme of delegation be updated accordingly.

[Councillor Rhodes here returned to the meeting at 7.06pm]

**(e) Policy Finance & Administration Committee: 30 November 2016 – Minute P.49 Items for Approval under Financial Procedure Rules**

Councillor Posnett moved a recommendation from the PFA Committee concerning a change to the scheme of delegation to officers as set out in the Order Paper circulated at the meeting. The motion was seconded by Councillor Higgins and upon being put to the vote was carried unanimously.

**RESOLVED:** to approve an amendment to the scheme of delegation to permit the Head of Communities & Neighbourhoods in consultation with the Head of Central Services to utilise resources above the minimum HRA working balance for schemes and projects supporting the HAMP and in line with the HRA Business Plan as recommended by the Community and Social Affairs Committee and as outlined in paragraph 5.2 of the report to the PFA Committee on 30 November 2016.

**CO67. QUESTIONS FROM MEMBERS**

(a) Members had before them the reports of the following Committees upon which the Chairmen of those Committees may be asked to answer any questions upon items when those items are being received or under consideration by the Council in accordance with Council Procedure Rule 10.1 of the Constitution :-

Planning Committee	19 October 2016
Rural, Economic & Environmental Affairs Committee	2 November 2016
Planning Committee	10 November 2016
Community & Social Affairs Committee	16 November 2016
Town Area Committee	21 November 2016
Governance Committee	22 November 2016
Policy, Finance & Administration Committee	30 November 2016

(b) There being no other comments in relation to the sets of minutes presented, the reports of the committees were noted;

(c) The Mayor reported that in accordance with Procedure Rule 10.5(c), the following question was received from Councillor Blase:

*“Why have the football teams that play at the country park been prevented from playing when no new provision has been made at the new pitches?”*

Councillor Higgins had agreed to respond on behalf of the chair of the Town Area Committee and the Sports, Leisure & Cultural Group insofar as it affected them.

Councillor Higgins acknowledged that the question was received very late but it was one that he felt relevant to answer. The Pavilion at the Country Park was not fit for purpose and had reached the end of its life; due to serious health and safety issues, the facility was currently closed and awaiting demolition. We have secured alternative provision to enable teams to play on a Sunday and in regards to the new pitches secured through S.106 monies at the King Edward site, we are working closely with the County Council to have them ready for use as soon as possible. When the new pitches are handed over to this Council to the required standard they will be available for use.

Councillor Blase then put a supplementary question, asking what the football teams were to do in the meantime having regard to their commitments to the leagues which could mean they faced fines if they did not meet these commitments.

Councillor Higgins reiterated that alternative provision had been made for the teams to play on a Sunday and that the Council's officers and the Ward Members were available to talk with the Melton & District league.

#### CO68. MOTIONS ON NOTICE

There were no motions on notice submitted.

#### CO69. MID YEAR REPORT ON TREASURY MANAGEMENT ACTIVITIES AND PRUDENTIAL INDICATORS 2016-17

Members had before them a report by the Head of Central Services (previously circulated) which met the requirement under the treasury management regulatory framework for the Council to receive a mid year treasury review in addition to the annual report and strategy on treasury management as reported to the Council on 10 February 2016. This report also incorporated the needs of the Prudential Code to ensure adequate monitoring of capital expenditure and the Council's prudential indicators (PI's) and outlined any revisions required to the current year's strategy.

Councillor de Burle thanked the officer for the report and moved the first and second part of the recommendation as set out in the Order Paper. These were seconded by Councillor Posnett and, upon being put to the vote, were carried unanimously.

Councillor de Burle then moved parts 3, 4 and 5 of the recommendation individually and these were also seconded by Councillor Posnett. Individual votes were taken on these recommendations and all carried unanimously.

#### **RESOLVED:**

- (1) The mid-year position on treasury activity for 2016-17 be noted;
- (2) The mid-year position on prudential indicators be noted and approved;
- (3) The Treasury Management Strategy Statement (TMSS) be updated to include Property Funds, as detailed in para 3.6 of the report;

(4) Investments can be placed with maturity limits of up to 1 year if an institution has a colour coding, as identified by the Capita Asset Services creditworthiness service, as detailed in para 3.7 of the report; and

(5) The description on specified investments be updated to Pooled Investment Vehicles, to include Money Market Funds and Enhanced Cash Funds be noted, as detailed in para 3.8 of the report.

#### CO70. APPOINTMENT TO OUTSIDE BODIES – RURAL SERVICES NETWORK/SPARSE

Councillor Posnett advised that she had represented the Council on SPARSE since she had been first elected onto the Council. She had enjoyed this role as it had enabled her to meet a wide variety of people at meetings and conferences. She commended the work of SPARSE as they ensured that the voice of the rural areas was heard in Government. Although sad to be standing down as the Council's representative due to her other commitments, Councillor Posnett proposed Councillor Higgins as her replacement.

Councillor Higgins seconded the motion and commented that he had attended a recent SPARSE meeting and had been impressed at how vibrant it had been and their effectiveness at securing more funds from Government for rural areas. Upon being put to the vote, the motion was carried unanimously.

#### **RESOLVED:**

(1) to note that the Leader had been appointed as the Council's representative to the Rural Services Network/SPARSE at the Annual Meeting held on 17 May 2016; and

(2) to approve that the Deputy Leader, Councillor Higgins replace the Leader as the Council's representative on this organisation.

The meeting, which commenced at 6.30 p.m., closed at 7.21 p.m.

Mayor