

# Council

## Minutes

Thursday, 19 December 2019 at 19:00

Present :-

His Worship the Mayor Councillor Jeal (in the Chair); Councillors Annison, Bensly, Bird, Borg, Cameron, Candon, G Carpenter, P Carpenter, Cordiner-Achenbach, Fairhead, Flaxman-Taylor, Freeman, Galer, Grant, D Hammond, P Hammond, Lawn, Martin, Mogford, Myers, Plant, Robinson-Payne, Scott- Greenard, Smith, Smith-Clare, Stenhouse, Talbot, Thompson, Wainwright, Waters-Bunn, Wells, B Wright and T Wright.

Also in attendance :-

Mrs S Oxtoby (Chief Executive Officer); Ms C Whatling (Monitoring Officer); Mrs K Sly (Finance Director); Mrs N Turner (Director of Housing); Mr J Wilson (Head of Environmental Services); Mr J Williams (Community Protection Manager) and Mrs S Wintle (Corporate Services Manager)

### **1 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Hacon, B walker, C Walker, C M Walker and Williamson.

### **2 DECLARATIONS OF INTEREST**

Councillor Wells declared a personal interest in the item 9 in his capacity as a Director of the Great Yarmouth Preservation Trust.

Councillor Fairhead declared a personal interest in the item 9 in her capacity

as a Director of the Great Yarmouth Preservation Trust.

Councillor Freeman declared a personal interest in the item 9 in his capacity as a Director of the Great Yarmouth Preservation Trust.

Councillor Jeal declared a personal interest in the item 6 with regard to Voluntary Sector Grants.

Councillor Scott-Greenard declared a personal interest in the item 6 with regard to Voluntary Sector Grants

### **3 URGENT ITEMS OF BUSINESS**

His Worship the Mayor advised that he had been made aware of three items of urgent business for the meeting as follows :-

(1) Housing Allocations Scheme.

Councillor Grant as Chairman of the Housing and Neighbourhoods Committee reported to Council that a new proposed Housing Allocations scheme had been produced to replace the current scheme which was no longer meeting the requirements of the Council. The new scheme had a number of differences to the existing scheme which are designed to improve the allocation process and address current issues of low demand properties. To maximise the effective use of the affordable housing stock, the scheme includes a transfer quota to increase the number of tenants who are able to move through the scheme.

Councillor Grant advised that the Housing and Neighbourhoods Committee recommended that Council approved and adopts the Housing Allocations Scheme with two changes, firstly that the residence qualification criteria was changed from one year's residence to residence of three out of five years and secondly that the scheme is clearer that applicants who need help to apply online will be supported to do so. These changes had been made to the scheme and he therefore proposed that Council approve and adopts the Housing Allocations Scheme.

Proposer : Councillor Grant

Seconder : Councillor Flaxman-Taylor

That the Housing Allocations Scheme be approved and adopted.

**CARRIED**

(2) Strategic Director Appointments

Council considered the Chief Executives report which sought ratification of the

recommendations from the Employment Committee following the recruitment and selection process undertaken by the Committee for the post of Strategic Director.

It was recommended that Paula Boyce be appointed as Strategic Director.

Proposer : Councillor Smith

Seconder : Councillor Wainwright

That Paula Boyce be appointed as Strategic Director.

**CARRIED**

(3) Service Committee Decision List - Housing and Neighbourhoods 16 December 2019

His Worship advised that this item would be discussed alongside the Service Committee Decision List.

#### **4 MAYORS ANNOUNCEMENTS**

His Worship the Mayor advised Members that following the Council meeting all Members were invited to join His Worship for drinks and refreshments in the Assembly Room.

His Worship the Mayor commented on the recent passing of Ernie Childs and suggested that a Bronze be considered in memory, his Worship suggested that crowd funding be looked into. The Chief Executive suggested that this matter be looked into and a report be brought back to the next meeting of Council.

His Worship the Mayor passed on his thanks to Neil Shaw (Strategic Director) for his work undertaken during his time at the Council and wished him good luck in his new position.

#### **5 MINUTES**

Proposer : Councillor Smith

Seconder : Councillor Plant

That the minutes of the meeting held on the 7 November 2019 be confirmed.

**CARRIED**

## **6 PROPOSAL TO RENEW PUBLIC SPACES PROTECTION ORDER NO.2**

Council considered the Community Protection Manager's report which asked Members to consider renewal of the Public Spaces Protection Order No.2 for a further 3 years.

The Community Protection Manager reported that current Great Yarmouth Borough Council Public Spaces Protection Order No. 2 (the Order) was introduced in 2017 to tackle vehicle related anti-social behaviour. He advised that the Order was due to expire on the 2 February 2020.

Members were advised that following a consultation exercise with the police, public and businesses, it was evident that the Order had, had a positive impact on reducing vehicle-related anti-social behaviour and that stakeholders would like to see the Council renew the Order for a further 3 years.

Proposer : Councillor Bird

Seconder : Councillor P Carpenter

That the Council agree to the renewal of Public Spaces Protection Order No.2 for a further 3 years.

CARRIED

## **7 SERVICE COMMITTEE DECISION LIST FOR THE PERIOD 5 SEPTEMBER TO 26 NOVEMBER 2019**

Council considered the Service Committee Decision List for the period 5 September to 26 November 2019.

Proposer : Councillor Smith

Seconder : Councillor P Hammond

That the Service Committee Decision List for the period 5 September to 26 November 2019 be approved.

CARRIED

Service Committee Decision List - Housing and Neighbourhoods 16 December 2019.

Council considered the Service Committee Decision List for the Housing and Neighbourhoods Committee of the 16 December 2019.

Councillor Grant advised that he wished to propose an amendment to the decision made by the Housing and Neighbourhoods Committee on the 16 December with regard to the Voluntary, Community and Social Enterprise Grant Process 2020/21. Councillor Jeal and Councillor Scott-Greenard hereby left the meeting whilst discussion with regard to this item took place. Councillor Smith hereby took the Chair for this item.

Councillor Grant proposed an amendment to the decision as follows :-

That the Committee agree to option 1 as detailed within the Community Development Manager's report which had been detailed to the Housing and Neighbourhoods Committee and revoke the original decision of option 2.

Seconder : Councillor Flaxman - Taylor

That the amendment be approved

CARRIED

## **8 BULKY WASTE SERVICE CHARGES**

Council considered the Head of Environmental Service's report which asked Council to consider the approval of a number of recommendations.

Councillor T Wright commented on the report and asked that Members consider referring the matter back to the Policy and Resources Committee for further work to be undertaken on the charging structure. Councillor Wright raised some concern with regard to the proposed charging structure in that he felt the majority of collections were for 1 item collections only and therefore if the proposed structure was approved this would see a significant increase and he commented that this may lead to items being left in gardens as residents may not be able to afford to have collections, he further commented that the collections should be a service and not a business and therefore proposed that this matter be referred back to the Policy and Resources Committee for further work to be undertaken on the charging structure.

Councillor Talbot raised concern with regard to the proposed increase in 1 item collections and commented that she also felt this could encourage items

to be left in the gardens If residents could not afford to have items removed.

Councillor Plant reminded Members that that the charging structures for Bulky Waste had not been reviewed for a number of years.

Proposer : Councillor T Wright  
Seconder : Councillor Wainwright

That this item be referred back to the policy and Resources Committee for further work to be undertaken on the charging structure.

LOST

Proposer : Councillor Smith  
Seconder : Councillor Plant

That the following recommendations be approved :-

- (1) April 2020/21 fees and charges for the Bulky Waste service are set at £20 for 1-3 items and £40 for 4-6 items.
- (2) To include the revised charging structure for the Bulky Waste service within the existing fees and charges list for the Council to review annually in line with the Council's fees and charges policy from 21/22 onwards.
- (3) To develop a cost effective service for local communities and landlords for large collections such as after a tenant has vacated a house.

CARRIED

## **9 ST GEORGES TRUST - LIAISON BOARD**

Council considered the Head of Inward Investment's report which asked Members to consider the creation of St George's Trust Liaison Board in accordance with the Terms of Reference.

Councillor Smith proposed the following Members to sit on the Board :-

Councillor Plant

Councillor Wainwright proposed the following Members to sit on the Board :-

Councillor T Wright

Proposer : Councillor Smith

Seconded : Councillor Wainwright

That approval be given the creation of a St George's Trust Liaison Board and that Councillors Plant and T Wright be appointed as Members of the Board.

CARRIED

**10 LOAN TO GREAT YARMOUTH PRESERVATION TRUST TO PURCHASE  
14 KING STREET GREAT YARMOUTH**

Council considered the Heritage Culture and Design Manager's report which recommended the decision to offer Great Yarmouth Preservation Trust a £230,000 loan to purchase 14 King Street (Greenwoods), to repair and convert the building into a Heritage Centre / Tourist Information Centre with residential unit above. Thereby supporting the aims of the Future High Streets Fund initiative.

Proposer : Councillor Smith

Seconded : Councillor Wainwright

That approval be given to the proposal to offer a further loan facility to GYPT to purchase No 14 King Street and approve the establishment of a capital budget of £230,000 subject to providing a full specification for repair and reuse, together with a clear business plan.

CARRIED

**11 COUNCIL TAX SUPPORT SCHEME 2020**

Council considered the Head of Customer Services report which sought decision and approval of the 2020 Local Council Tax Support Scheme.

Proposer : Councillor Smith

Seconded : Councillor P Hammond

That approval be given to the following recommendations :-

To continue with the existing scheme for 2020 - a maximum award of 91.5% of the Council Tax Liability for Working Age but including:

- 1) The introducing a flat rate non-dependant deduction of £5.00 per week
- 2) A self-employed minimum income floor based on the minimum wage for existing council tax support recipients.

- 3) Extend the period of backdated council tax support to 12 months, with discretion for a longer period under exceptional circumstances
- 4) To combine smaller adjustments of council tax support entitlement until such a time that a revised Council Tax bill should be practically issued

CARRIED

## **12 COUNCIL TAX DISCOUNTS 2020-21**

Council considered the Revenues Manager's report which asked Council to approve the levels of Council Tax Discount to be applied for 2020/21.

Proposer : Councillor Smith

Seconder : Councillor Plant

That approval be given to the following :-

- 1) The council tax discounts as shown in Section 3.1 of the Revenue Manager's report which will apply for 2020/21
- 2) Approval in principle to adopt the discount changes in section 2.3 of the Revenue Manager's report for the future years, subject to recommendations and approvals each year.

CARRIED

## **13 COUNCIL TAX - TAX BASE 2020**

Council considered the Revenue Manager's report which asked Members to consider approval of the calculation of the 2020/21 tax base totalling 29,048, this is the total number of domestic properties in the Borough using Band D as the average property band.

Proposer : Councillor Smith

Seconder : Councillor Annison

That the estimated tax bases for the Borough and for each parish, as shown within Appendix A of the Revenues Manager's report be approved.

CARRIED

## **14 FEES AND CHARGES POLICY 2020-21 TO 2024-25**

Council considered the Finance Director's report which recommended the fees and charges policy for the period 2020/21 to 2024/25.



Members were advised that the current policy was introduced in 2015/16 and covered the period up until the current financial year. Income from fees and charges provide Local Authorities with funds for the provision of services and should be kept under regular review. The updated policy provides the framework within which fees and charges should be considered for approval.

Proposer : Councillor Smith

Seconder : Councillor Stenhouse

That approval be given to the revised fees and charges policy 2020/21 to 2024/25.

CARRIED

## **15 MEDIUM TERM FINANCIAL STRATEGY 2020-21**

Council considered the Finance Director's report which presented an updated medium-term financial strategy for 2020/21. Members were advised that the strategy had been updated to support the Corporate Plan and would be used to inform the detailed budget for 2020/21.

Proposer : Councillor Smith

Seconder : Councillor Lawn

That the following be agreed :-

- (1) The updated Medium-Term Financial Strategy;
- (2) The current financial forecast for 2020/21;
- (3) The revised reserves statement as included at Appendix B to the financial strategy
- (4) That Great Yarmouth Borough Council takes part in the Norfolk Business Rates Pool for 2020/21.

CARRIED

## **16 REVIEW OF THE TWO DAY MARKET FEES**

Council considered the Head of Property and Asset Management's report which recommended the fees and charges for January 2020 to April 2020/21 for the two day Markets.

Councillor Wainwright proposed an amendment to the recommendations as follows :-

That approval be given to the January 2020 to April 2020/21 fees and charges for the two day Markets at a rate for permanent traders of £0.50 per foot, but that this be backdated to April 2019.

Seconder : Councillor Robinson-Payne

LOST

Proposer : Councillor Smith

Seconder : Councillor Candon

That the following recommendations be approved :-

(1) January 2020 – April 2020/21 fees and charges for two day Markets. Rate for permanent traders of £0.50 per foot (depth calculations will remain unchanged) with a 50% addition for casual traders.

(2) Fixed rate daily electricity charge of £3.

CARRIED

## **17 FEES AND CHARGES BEACH HUTS**

Council considered the Head of Property and Asset Management's report which sought approval of the rental and sale options for the Beach Huts located on the Lower Promenade, Gorleston-on-sea.

Proposer : Councillor Smith

Seconder : Councillor D Hammond

That approval be given to the rental and sale options for the Beach Huts located on the Lower Promenade, Gorleston-on-Sea.

CARRIED

## **18 ANY OTHER BUSINESS**

There was no other business to be discussed.

## **19 EXCLUSION OF PUBLIC**

RESOLVED :

"That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in paragraph 1 of Part I of Schedule 12(A) of the said Act."

**20 CONFIDENTIAL BEACH HUT FEES AND CHARGES APPENDIX**

Council noted the contents of the confidential appendix.

**21 CONFIDENTIAL SERVICE COMMITTEE DECISION LIST FOR THE PERIOD  
18 OCTOBER 2019 to 26 NOVEMBER 2019**

Proposer : Councillor Smith

Seconder : Councillor Plant

That the Confidential Service Committee decision list for the period 18 October to 26 November 2019 be approved.

CARRIED

**22 CONFIDENTIAL MINUTES**

Proposer : Councillor Smith

Seconder : Councillor Plant

That the confidential minutes of the meeting held on the 16 December 2019 be approved.

CARRIED

The meeting ended at: 21:00