

# **AGENDA**

**and**

## **MINUTES of BOARDS and COMMITTEES**

**to be considered at the meeting of the Council to be  
held at**

**THE COUNCIL HOUSE  
ATHERSTONE**

**on**

**22 February 2023**

**at**

**6.30pm**



## North Warwickshire Borough Council

**Steve Maxey** BA (Hons) Dip LG Solicitor  
**Chief Executive**

The Council House  
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Date : 14 February 2023

**To: All Members of the Council**

Dear Sir / Madam

You are hereby summoned to attend a meeting of the Council, to be held in the Council Chamber, The Council House, South Street, Atherstone on Wednesday, 22 February 2023 at 6.30pm.

The following business will be transacted:

- 1 Evacuation Procedure.
- 2 Apologies for absence / Members away on official Council business.
- 3 Declarations of Personal or Prejudicial Interest.
- 4 The Mayor to move, in accordance with Standing Order No 6(1):  
**“That the minutes of the Meeting of the Council held on 30 November 2022 be approved as a correct record”**.
- 5 To receive the Mayor’s announcements.
- 6 To answer Questions from Members and the Public pursuant to Standing Order No 7.
- 7 To receive and consider the minutes and notes of the meetings of the  
**Planning and Development Board – 5 December 2022, 9 January and 6 February 2023 (Pages 120 - 132).**

circulated herewith and to make the necessary Orders thereon.

8 To receive and consider the minutes and notes of the meetings of the

**Special Sub-Group** – 6 December 2022, 10 January 2023 and 14 February 2023 (To follow) (Pages 133 to 135).

circulated herewith and to make the necessary Orders thereon.

9 To receive and consider the minutes and notes of the meeting of the

a **Local Development Framework Sub-Committee** – 4 January and 20 February 2023 (To Follow) (Pages 136 to 138)

Circulated herewith and to make the necessary Orders thereon.

To receive and consider the recommendations of the meeting of the

b **Local Development Framework Sub-Committee** – 4 January 2023 – **Future Work** (Appendix 1)

That Members acknowledge the information in the report but request further information on each item:

- (i) An invitation to the authors of the HEDNA, Icenl, to present on their methodology and findings;
- (ii) An update on the Strategic Employment study; and
- (iii) Members to invite Birmingham City Council to meet with North Warwickshire Borough Council to present on their housing and employment land need calculations.

circulated herewith and to make the necessary decisions thereon.

10 To receive and consider the minutes and notes of the meeting of the

**Community and Environment Board** – 23 January 2023 (Pages 139 to 141)

circulated herewith and to make the necessary Orders thereon.

11 To receive and consider the minutes and notes of the meeting of the

**Alcohol & Gambling Licensing Committee** – 24 January 2023 (Pages 142 to 143)

circulated herewith and to make the necessary Orders thereon.

12 To receive and consider the minutes and notes of the meeting of the

**Taxi and General Licensing Committee** – 24 January 2023 (pages 144 to 145)

circulated herewith and to make the necessary Orders thereon.

13 To receive and consider the minutes and notes of the meeting of the

a **Resources Board** – 30 January 2023 (Pages 146 to 151)

circulated herewith and to make the necessary Orders thereon.

To receive and consider the recommendations of the meeting of the

b **Resources Board – 30 January 2023 – Private Sector Shared Services & Heart Partnership** (Appendix 2)

That all functions to be exercised by the HEART shared service be delegated to Nuneaton and Bedworth Borough Council, so that its officers have all necessary powers to perform those functions.

circulated herewith and to make the necessary Orders thereon.

14 a **Executive Board** – 13 February 2023 (Pages 152 to 156)

circulated herewith and to make the necessary Orders thereon.

To receive and consider the recommendations of the meeting of the

b **Executive Board** – 13 February 2023

i **The Capital Strategy** (Appendix 3)

That the Capital Strategy be approved;

ii **The Proposed 3 Year Capital Programme – 2023/24 and 2025/26** (Appendix 4)

That the prudential indicators set out in Section 9 of the report of Management Team, be approved, subject to any changes that may be required as a result of decision taken during this meeting;

iii **General Fund Revenue Estimates 2023/24 and Setting the Council Tax 2023/24** (Appendix 5)

a That the savings of £857,860, as detailed in Appendix H to the report of the Corporate Director – Resources, be approved;

b That the revised estimate for the year 2022/23 and the revenue estimates for 2023/24 be approved;

c That the Council Tax base for 2023/24, as set out in Appendix G to the report of the Corporate Director – Resources, be noted;

d That a Council Tax increase of 2.95% for 2023/24 be approved;

- e That the amount of £3,100,000 from the Business Rate Reserve, to fund capital expenditure on the refuse vehicles purchased in 2022/23 be approved and the proposed 3 year capital programme be supported;
- f That the comments of the Corporate Director – Resources on the minimum acceptable level of general reserves be noted;
- g That the workforce estimates for the year 2023/24 as set out in Appendix L of the report of the Corporate Director – Resources, be approved; and
- h That the Council Tax resolution be prepared for consideration by the Council, using the recommendations agreed by this Board.

iv **Constitutional and Delegation Matters** (Appendix 6)

That the delegations and changes to the constitution set out in the report be agreed.

circulated herewith and to make the necessary decisions thereon.

15 To receive and consider any Notice of Motion under Standing Order No 10.

16 To authorise the Chief Executive, in accordance with Article 11.05 of the Articles of the Constitution, to Sign and Seal, on behalf of the Council, any Orders, Deeds and Documents necessary to give effect to any resolution of the Council, including any passed during part of the meeting which is held in private.

17 **Exclusion of the Public and Press**

**To consider, in accordance with Section 100A(4) of the Local Government Act 1972, whether it is in the public interest that the public and press 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 by Schedule 12A to the Act.**

18 To receive and consider the confidential extract of the minutes and notes of

**Council – 30 November 2022 (Page 159)**

circulated herewith and to make the necessary Orders thereon.

19 To receive and consider the confidential extract of the minutes and notes of the

**Planning and Development Board – 5 December 2022 (Page 160-161)**

circulated herewith and to make the necessary Orders thereon.

- 20 To receive and consider the confidential extract of the minutes and notes of the

**Special Sub-Group** – 6 December 2022, 10 January 2023 and 14 February 2023 (To Follow) (Page 162 - 164)

circulated herewith and to make the necessary Orders thereon.

- 21 To receive and consider the confidential extract of the minutes and notes of the

**Community and Environment Board** – 23 January 2023 (Page 165)

circulated herewith and to make the necessary Orders thereon.

- 22 To receive and consider the confidential minutes and notes of the

**Executive Board** – 13 February 2023 (Page 166)

circulated herewith and to make the necessary Orders thereon.

Yours faithfully

A handwritten signature in grey ink, consisting of a series of loops and a long horizontal stroke, positioned to the right of the 'Yours faithfully' text.

Chief Executive

**MINUTES OF THE ANNUAL MEETING OF THE  
NORTH WARWICKSHIRE BOROUGH COUNCIL  
HELD AT THE COUNCIL HOUSE  
ON WEDNESDAY 30 NOVEMBER 2022**

Present: Councillor T Clews in the Chair

Councillors Bell, Chambers, D Clews, Davey, Dirveiks, Farrow, Gosling, Hayfield, D Humphreys, M Humphreys, Jarvis, Jenns, Jordan, Macdonald, McLauchlan, Osborne, M Parker, Parsons, H Phillips, O Phillips, Reilly, Rose, L Smith, S Smith, Symonds, A Wright and D Wright.

Apologies for absence were received from Councillors Hancocks, Morson, Moss, K Parker, Simpson and Singh.

**46 Disclosable Pecuniary and Non-Pecuniary Interests**

All Members had been granted a dispensation for Minute No 53(h) – Members' Independent Remuneration Panel.

**47 Minutes of the Meeting of Council held on 28 September 2022**

The minutes of the Meeting of the Council held on 28 September 2022 were approved as a correct record and signed by the Mayor.

**48 Mayor's Announcements**

The Mayor announced:

- That pupils from the School Council of Outwoods School had met with himself and the Mayoress in the Council Chamber and run through what happened at a Council Meeting;
- Mayor and Councillor Symonds had attended the Hinckley Ball;
- The Mayor and Councillor Symonds had attended the Coleshill Remembrance Parade and Side by Side Theatre performance;
- The Mayor extended thanks to all those who had attended his Quiz; and
- The Mayor announced the sad passing of former Borough Councillor Richard Freer and extended his sympathies to his family.

49 **Questions Pursuant to Standing Order No 7**

The following question was received pursuant to Standing Order No 7:-

Miss Danielle Timms

“Please can you stop HS2 from destroying the local area. Here are my reasons why:

- 1) I live in Water Orton and so much nature and land has been destroyed. This in turn will effect water drainage in winter months, as there is no plant life or tree so soak up the water. So the roads are likely to get flooded.
- 2) Also it is creating massive pollution for the local residents, what was once a countryside area has turned into a industrial area, with lot's of smoke pollution which can cause health issues.
- 3) The traffic congestion is outrageous, it distorting the roads and not allowing people to get from A to B peacefully. As there are many traffic lights and roadblocks.

I would be really grateful if the local council could do something about this mess and talk to the local MP. HS2 really needs to be stopped!

The response from Councillor David Wright, Leader of the Council was:-

“The Council understand the sentiments and concerns raised in the question and it is a matter of public record that this Council was very strongly opposed to the HS2 project, for a number of the reasons Miss Timms identifies. The project will have and is having a huge impact on the Borough and in our view there is very little gain to offset this.

That matter however has been settled via the democratic process in that Parliament has approved the legislation for the HS2 project. The Act requires HS2 Limited to carry out the development in accord with Environmental Minimum Requirements and the Code of Construction Practice. As Members will know, the Council, Members and Officers, work incredibly hard on working with HS2, their contractors and our partners to ensure there is no additional impact or deviation from the environmental and construction requirements. It also needs to be appreciated that as HS2 is approved by Parliament, local Councils have very few powers in respect of the scheme.

We have however via Craig Tracey MP again asked the Government to review whether the significant funding allocated to this project still represents value for money, particularly in the current circumstances, and we will continue to work with the MP to put this case.



We will contact Miss Timms to ask her to give any specific examples she can of particular problems and we will ask HS2 to address those concerns. Members of the public can raise these issues directly with HS2 via the Helpdesk - 08081 434 434 – and then to the HS2 Construction Commissioner if the issues are not addressed (complaints@hs2-cc.org.uk). I would like to thank Miss Timms for taking the trouble to raise these concerns and reminding us all of the very direct impacts this project is having on our Borough.”

**50 Minutes of Planning and Development Board – 3 and 31 October 2022**

It was proposed by Councillor Reilly, seconded by Councillor D Humphreys and

**Resolved:**

**That the minutes of the meetings of the Planning and Development Board held on 3 and 31 October 2022 be approved and adopted.**

**51 Minutes of Special Sub-Group – 4 October and 1 November 2022**

It was proposed by Councillor D Clews seconded by Councillor Jenns and

**Resolved:**

**That the minutes of the meetings of the Special Sub-Group held on 4 October and 1 November 2022 be approved and adopted.**

**52 Minutes of Community and Environment Board - 10 October 2022**

It was proposed by Councillor Bell seconded by Councillor D Wright and

**Resolved:**

**That the minutes of the meeting of the Community and Environment Board held on 10 October 2022 be approved and adopted.**

**53 Minutes of the Executive Board – 12 October and 21 November 2022**

It was proposed by Councillor D Wright, seconded by Councillor Reilly and

**Resolved:**

- a That the minutes of the meeting of the Executive Board held on 12 October 2022 be approved and adopted;**
- b That the methods of funding to meet capital expenditure incurred in 2021/22 be approved;**
- c (i) That the level of expenditure incurred to the end of March 2022 against the 2021/22 Revised Capital Programme be noted; and**

- (ii) That the requests to carry forward schemes identified in column 6 of Appendix A, to the report of the Corporate Director – Resources, be approved and added to the 2022/23 Capital Programme;
- d
  - (i) That the Financial Strategy shown as Appendix A, to the report of the Corporate Director – Resources, be approved;
  - (ii) That the General Fund budget projections for 2022/23 to 2026/27 be noted; and
  - (iii) That the budget approach, set out in section 8 of the report of the Corporate Director – Resources be adopted;
- e
  - (i) That the corporate business case to establish a wholly owned Leisure Facilities Local Authority Trading Company be approved; and
  - (ii) That the establishment and registration of the wholly owned Leisure Facilities Local Authority Trading Company be approved, on the basis of it being a Company Limited by Guarantee;
- f That the minutes of the meeting of the Executive Board held on 21 November 2022 be approved and adopted;
- g
  - (i) That the revised calendar of meetings for 2022/23, as submitted at Appendix A to the Chief Executive’s report be approved; and
  - (ii) That the draft calendar of meetings for 2023/24, as submitted at Appendix B to the Chief Executive’s report be approved;
- h That the Budgetary Control Report 2022/23 Period Ended 31 October 2022 be noted; and
- i
  - (i) That the Independent Remuneration Panel’s report, as set out in Appendix A to the report of the Corporate Director – Resources, be noted; and
    - 1) That the Special Responsibility Allowances for the roles listed in paragraph 7.1, of the report of the Corporate Director - Resources, remain unaltered;
    - 2) That the Vice Chair of Executive Board be paid an SRA of £2,988, with effect from 4 May 2022;
    - 3) That travel allowances are maintained, with the addition of the allowances for travel by motorcycle and bicycle, and the passenger

- supplement, set out in paragraph 8.2 of the report of the Corporate Director - Resources;
- 4) That the Travel Allowance Scheme highlights that electric / hybrid travel is payable at the HMRC rate of 45p per mile;
  - 5) That no changes are made to the current definition and scope of approved duties for which Members can claim travel allowances;
  - 6) That no changes are made to current rates and conditions in the Travel Allowance scheme where Members travel by public or other means of transport;
  - 7) That there are no changes to subsistence rates and approved duties, other than to specify that a Member is unable to claim subsistence when attending an approved duty within the Borough of North Warwickshire;
  - 8) That there are no changes to the scope or levels payable in the Dependent Carer's Allowance Scheme; and
  - 9) That indexation, as set out in paragraph 10.1, of the report of the Corporate Director- Resources, is applied from 1 April 2022 until March 2026.

**54 Minutes of the Local Development Framework Sub-Committee – 17 October and 28 November 2022**

It was proposed by Councillor Reilly, seconded by Councillor D Wright and

**Resolved:**

**That the minutes of the meetings of the Local Development Framework Sub-Committee held on 17 October and 28 November 2022 be approved and adopted.**

**55 Minutes of the Resources Board – 7 November 2022**

It was proposed by Councillor Symonds, seconded by Councillor D Wright and

**Resolved:**

**That the minutes of the meeting of the Resources Board held on 7 November 2022 be approved and adopted.**

**56 Notice of Motion under Standing Order No 10**

The Mayor was satisfied that the Motion was submitted prior to the deadline within the Council's Standing Orders and should therefore be considered at the meeting as a matter of urgency in accordance with the usual practice for Motions submitted by Members.

The following Notice of Motion was proposed by Councillor Gosling and Seconded by Councillor O Phillips:

“That this Council resolve to hold an urgent multiagency meeting to address concerning incidents and trends of the use of weapons in our North Warwickshire schools, the impact of current interventions to access what more needs to be done.”

An amendment to the Motion was then proposed by Councillor D Wright and Seconded by Councillor Bell.

“This Council resolve to hold an urgent extra meeting of the Safer Communities Sub-Committee including representative from partner organisations to address the concerning incidents and trends of the use of weapons in our North Warwickshire schools, the impact of current interventions to access what more needs to be done.”

**Upon being put to the meeting the Mayor declared the Motion, as amended, to be carried.**

**57 Common Seal**

It was proposed by Councillor D Wright and seconded by Councillor Jarvis and

**Resolved:**

**That the Chief Executive be authorised to affix the Common Seal to any Orders, Deeds and Documents as necessary to give effect to the decisions of the Council, including any passed during part of the meeting which is held in private, in accordance with Article 11.05 of the Articles of the Constitution.**

**58 Exclusion of the Public and Press**

**Resolved:**

**That under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following items of business, on the grounds that they involve the likely disclosure of exempt information as defined by Schedule 12A to the Act.**

**59 Confidential Extract of the Minutes of the Planning and Development Board – 31 October 2022**

It was proposed by Councillor Reilly, seconded by Councillor Jarvis and

**Resolved:**

**That the confidential extract of the minutes of the meetings of the Planning and Development Board held on 31 October 2022 be approved and adopted.**

60 **Confidential Extract of the Minutes of the Special Sub-Group – 4 October 2022**

It was proposed by Councillor D Clews, seconded by Councillor Parsons and

**Resolved:**

**That the confidential extract of the minutes of the meeting of the Special Sub-Group held on 4 October 2022 be approved and adopted.**

61 **Confidential Extract of the Minutes of the Executive Board – 21 November 2022**

It was proposed by Councillor D Wright, seconded by Councillor H Phillips and

**Resolved:**

**That the confidential extract of the minutes of the meeting of the Executive Board held on 21 November 2022 be approved and adopted.**

62 **Confidential Extract of the Minutes of the Resources Board – 7 November 2022**

It was proposed by Councillor Symonds, seconded by Councillor D Wright and

**Resolved:**

**That the confidential extract of the minutes of the meeting of the Resources Board held on 7 November 2022 be approved and adopted subject to recommendation c being amended as follows:**

**That, provided the final offers submitted are in excess of £650,000 the Council agrees to the sale of 105 to 117 High Street, Coleshill and authority be delegated to the Corporate Director – Streetscape to complete the sale, in consultation with the Chair, Vice-Chair and Opposition Spokesman of the Resources Board, to provide further scrutiny of the final submitted offers.**

63 **Confidential Extract of the Minutes of the Senior Management Recruitment Sub-Committee – 21 November 2022**

It was proposed by Councillor D Wright, seconded by Councillor Symonds and

**Resolved:**

**a That the confidential minutes of the meeting of the Senior Management Recruitment Sub-Committee held on 21 November 2022 be approved and adopted; and**

- b That the Senior Management Recruitment Sub-Committee be authorised to offer a market supplement of £5000 in respect of the recruitment to the position of Corporate Director - Resources.**

**63 Member Approval of Absence Report**

The Chief Executive and Monitoring Officer asked the Council to approve the non-attendance of a Councillor, as set out in their report.

**Resolved:**

**That the reasons for non-attendance under Section 85 of the Local Government Act 1972 be granted, as set out in the report of the Chief Executive and Monitoring Officer, and the absence be approved.**

**Chairman of the next ensuing meeting  
of the Council**

**NORTH WARWICKSHIRE BOROUGH COUNCIL**

**MINUTES OF THE  
PLANNING AND DEVELOPMENT BOARD**

**5 December 2022**

Present: Councillor Reilly in the Chair

Councillors Bell, T Clews, Dirveiks, Hancocks, Hayfield, D Humphreys, M Humphreys, Jarvis, Morson, Parsons, H Phillips and Rose.

Apologies for absence were received from Councillors Gosling, Simpson (Substitute M Humphreys), Jordan and Moss.

**50 Disclosable Pecuniary and Non-Pecuniary Interests**

Councillor Parsons declared a Non-Pecuniary interest in Minute No 54b (Application No PAP/2021.0238 – Polesworth Working Men’s Club, High Street, Polesworth) by reason of being a Director of the CIC for the Nunnery Gatehouse.

**51 Minutes**

The minutes of the meeting of the Planning and Development Board held on 31 October 2022, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

**52 Local List of Heritage Assets**

The Chief Executive sought the Board’s approval to amend the selection criteria and consultation process associated with preparing a local list of non-designated heritage assets in North Warwickshire.

**Resolved:**

- a That the amended selection criteria (Appendix A) and nomination form (Appendix B), attached to the report of the Chief Executive, be approved; and**
- b That amendments to the consultation process for the confirmation of nominations, which includes an ongoing establishment of the list rather than a time limited call for nominations, be approved.**

**53 Budgetary Control Report 2022/23 Period Ended 31 October 2022**

The Corporate Director – Resources reported on revenue expenditure and income for the period from 1 April 2022 to 31 October 2022. The 2022/2023 budget and the actual position for the period, compared with the estimate at that date, were given, together with an estimate of the out-turn position for services reporting to this Board.

**Resolved:**

**That the report be noted.**

**54 Planning Applications**

The Head of Development Control submitted a report for the consideration of the Board.

**Resolved:**

- a That Application No PAP/2022/0508 (6 Boulters Lane, Wood End, CV9 2QE) be deferred for a site visit;**
- b That Application No PAP/2021/0238 (Polesworth Working Men’s Club, High Street, Polesworth, B78 1DX) be deferred for a site visit;**
- c That Application No PAP/2022/0544 (Land South of Astley Lane, Bedworth) be deferred for a site visit;**
- d That Application No PAP/2022/0353 (Heath House, 27 Birmingham Road, Whitacre Heath, B46 2ET) be refused for the following reason:**

**“It is considered that the proposal would not accord with Policy LP29(9) of the North Warwickshire Local Plan 2021. This is because of the potential for the scale of the use to cause disturbance through noise and increased human and vehicular activity within a wholly residential area. This concern is based on the evidence submitted from the local community which has previously experienced adverse impacts of this use at these premises.”**
- e That Application No PAP/2022/0105 (Land South of The Croft, Hoggrills End Lane, Nether Whitacre) be granted, subject to the conditions set out in the report of the Head of Development Control;**



- f That Application No PAP/2021/0428 (4, Square Lane, Corley, CV7 8AX) be granted, subject to the conditions set out in the report of the Head of Development Control;
- g That Application No PAP/2022/0330 (Lake House, Bakehouse Lane, Nether Whitacre, Coleshill, B46 2EB) be granted, subject to the conditions set out in the report of the Head of Development Control;
- h That Application No PAP/2022/0373 (23, Dordon Road, Dordon, Tamworth, B78 1QW) be deferred for a site visit; and
- i That in respect of Application No PAP/2022/0204 (Land South of Dairy House Farm, Spon Lane, Grendon) –
  - a That the Board is not minded to support the proposed variations to the bunds at the present time and it seeks a meeting with the applicant in order to discuss the content of the existing bunds and their proposed height, as well as waiting for the advice of the Lead Local Flood Authority in respect of the drainage arising from the western bund – known as Bund A in the application;
  - b That if necessary, the meeting with the applicant, as detailed in (a) above be taken onto site; and
  - c That the matter is referred back to the Board upon completion of that meeting and receipt of that advice.

**55 Tree Preservation Order – 108 Coventry Road, Coleshill**

The Head of Development Control reported to the Board that a temporary Tree Preservation Order was placed on an Oak Tree at 108 Coventry Road, Coleshill. It came into force on 8 August 2022 and would last six months (until 8 February 2023) and sought confirmation of the protection of the tree.

**Resolved:**

**That the Tree Preservation Order for the Oak Tree located at 108 Coventry Road, Coleshill be confirmed.**

**56 Tree Preservation Order - Land At 117-135 Grendon Road, Polesworth**

The Head of Development Control sought to make the Tree Preservation Order that had been placed on six trees on land between 117 and 137 Grendon Road, Polesworth permanent. It came into force on 5 July 2022 and lasted six months (until 5 January 2023).

**Resolved:**

**That the Tree Preservation Order for the protection of 6 oak trees on land between 117 and 137 Grendon Road, Polesworth be confirmed.**

**57 Exclusion of the Public and Press**

**Resolved:**

**That under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following items of business, on the grounds that they involve the likely disclosure of exempt information as defined by Schedule 12A to the Act.**

**58 Tree Preservation Order - Coleshill**

The Head of Development Control sought authority for the protection of trees through the making of Orders.

**Resolved:**

**That the making of a Tree Preservation Order in respect of the trees in Coleshill, as identified in the report of the Head of Development Control, be authorised.**

**59 Tree Preservation Order - Austrey**

The Head of Development Control sought authority for the protection of trees through the making of Orders.

**Resolved:**

**That the making of a Tree Preservation Order in respect of the trees in Austrey, as identified in the report of the Head of Development Control, be authorised.**

60 **Confidential Extract of the Minutes of the Planning and Development Board held on 31 October 2022**

The confidential extract of the minutes of the Planning and Development Board held on 31 October 2022, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

Chairman

## NORTH WARWICKSHIRE BOROUGH COUNCIL

### MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

9 January 2023

Present: Councillor Simpson in the Chair

Councillors Bell, Dirveiks, Gosling, Hancocks, D Humphreys, M Humphreys, Jordan, Parsons, H Phillips and Reilly.

Apologies for absence were received from Councillors T Clews, Hayfield, Jarvis (Substitute M Humphreys), Morson and Moss.

#### 61 **Disclosable Pecuniary and Non-Pecuniary Interests**

Councillor Reilly declared a Pecuniary interest in Minute No 66 (Submission of Dordon Neighbourhood Plan for Public Consultation) by reason of being Clerk to Dordon Parish Council and took no part in the discussion or voting thereon.

#### 62 **Minutes**

The minutes of the meeting of the Planning and Development Board held on 5 December 2022, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

#### 63 **Immediate Effect Article 4 Direction**

The Chief Executive sought the Board's approval to make an Article 4 Direction that will remove current Permitted Development Rights for demolition impacting two buildings within the settlement of Water Orton, namely: the former Primary School and Water Orton Train Station. This action is in response to public feedback made during recent consultations regarding heritage assets in the village and also ongoing risks to the structures arising from proposed development.

##### **Resolved:**

- a That the making of the Article 4 Direction, set out in Appendix A, attached to the report of the Chief Executive, be approved with immediate effect;**
- b That a consultation process for the Article 4 Direction be agreed; and**
- c That a review of the Direction prior to its six months expiry date be agreed.**

64 **Provision of Waste and Bin Storage Facilities for New Developments Supplementary Planning Document (SPD)**

The Chief Executive informed Members of updates to the Provision of Waste and Bin Storage Facilities for New Developments SPD and sought its approval as a Supplementary Planning Document to inform planning decisions.

**Resolved:**

**That the Provision of Waste and Bin Storage Facilities for New Developments Supplementary Planning Document (SPD) with amendments be adopted.**

65 **Supplementary Planning Document (SPD) “Planning Obligations for Open Space, Sport and Recreation” and Associated Calculator Documents**

The Chief Executive informed Members of updates to the November 2017 ‘Planning Obligations for Open Space, Sport and Recreation’ and associated Calculator Documents and sought approval for the documents to be adopted as a Supplementary Planning Document to inform planning decisions.

**Resolved:**

**That the SPD “Planning Obligations for Open Space, Sport and Recreation” and Associated Calculator Documents with amendments be adopted.**

66 **Submission of Dordon Neighbourhood Plan for Public Consultation**

The Chief Executive informed Members of the submission of the Dordon Neighbourhood Plan and sought approval to go out for a formal consultation in accordance with section 16 of the Neighbourhood Planning (General) Regulations 2012.

**Resolved:**

**That the Dordon Neighbourhood Plan be circulated for a six week public consultation subject to submission of all documents prior to the start of the consultation.**

67 **Planning Applications**

The Head of Development Control submitted a report for the consideration of the Board.

**Resolved:**

- a **That Application No PAP/2022/0455 (The Folly, Sykes Barns, Church Lane, Corley, Coventry, CV7 8BA) be granted, subject**

to the conditions set out in the report of the Head of Development Control;

- b That Application No PAP/2022/0577 (Rosne, Sandy Lane, Fillongley, Coventry, CV7 8DD) be granted, subject to the conditions set out in the report of the Head of Development Control and that authority be given to the Head of Legal Services to withdraw the Enforcement Notice relating to this matter from the Register;**
- c That in respect of Application No's PAP/2021/0261 and 0265 (The Homestead, 82 Main Road, Austrey, CV9 3EG)**
  - i) The Parish Council be re-consulted upon receipt of the final report from Historic England;**
  - ii) Subject to there being no objection from the Parish Council, or that its concerns cannot be dealt with by planning conditions, the Board agrees in principle to approve both applications; and**
  - ii) The final wording of conditions is delegated to officers in consultation with the Chairman and Opposition Spokesperson. However, one such condition will be to commence work within a twelve-month period rather than the normal three year period.**
- d That Application No PAP/2020/0638 (Homestead, Wishaw Lane, Middleton, B78 2AX) be granted, subject to the conditions set out in the report of the Head of Development Control;**
- e That Application No PAP/2022/0508 (6, Boulters Lane, Wood End, Atherstone, CV9 2QE) be granted, subject to the conditions set out in the report of the Head of Development Control but that the applicant be requested to consider what can be done regarding the fence and the flow of natural light;**
- f That Application No PAP/2022/0373 (23, Dordon Road, Dordon, Tamworth, B78 1QW) be granted in respect of the amended plan as submitted, subject to the conditions set out in the report of the Head of Development Control;**

**68 Exclusion of the Public and Press**

**Resolved:**

**That under Section 100A(4) of the Local Government Act 1972, the public and press 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 by Schedule 12A to the Act.**

69 **Confidential Extract of the Minutes of the Planning and Development Board held on 5 December 2022**

The confidential extract of the minutes of the Planning and Development Board held on 5 December 2022, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

Councillor Simpson  
Chairman

## NORTH WARWICKSHIRE BOROUGH COUNCIL

### MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

6 February 2023

Present: Councillor Simpson in the Chair

Councillors Bell, Chambers, D Clews, Dirveiks, Gosling, Hancocks, Hayfield, D Humphreys, Jordan, Morson, H Phillips, Reilly and S Smith.

Apologies for absence were received from Councillors T Clews (Substitute S Smith), Jarvis (Substitute D Clews), Moss and Parsons (Substitute Chambers).

#### 70 **Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

**Note: Due to the number of members of the public who had attended in relation to Application No PAP/2020/0295 (item 77d below) the Chairman proposed and the Board agreed to consider that item first.**

#### 71 **Minutes**

The minutes of the meeting of the Planning and Development Board held on 9 January 2023, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

#### 72 **Water Orton Conservation Area Amended Boundary Extension**

The Chief Executive sought the authority to consult newly impacted residents and reconsult those who previously made representations, on an amended extension to the boundary to the Water Orton Conservation Area and subject to no representations being made during the consultation process, ask that they be approved/confirmed.

##### **Resolved:**

- a That consultation on the proposed amended draft boundary extension to the Water Orton Conservation Area be commenced;**
- b That a Draft Appraisal for the purposes of this consultation be agreed by the Chairman, Opposition Spokesperson and local Ward Members;**
- c That, if in the event of there being no adverse representations, following public consultation, the extension to the Water Orton**



**Conservation Area Boundary be approved, otherwise the matter will be referred back to the Board.**

**Note - The Chairman then proposed and the Board agreed to consider that Application No PAP/2022/0576 (item no 77c below) be considered.**

**73 General Fund Fees and Charges 2023/2024**

The Director of Corporate Services and the Chief Executive reported on the fees and charges for 2022/2023 and the proposed fees and charges for 2023/24.

**Resolved:**

**That the schedule of fees and charges for 2023/24, as set out in the report of the Director of Corporate Services and the Chief Executive, be accepted.**

**74 General Fund Revenue Estimates 2022/23**

The Corporate Director – Resources detailed the revised budget for 2022/2023 and an estimate of expenditure for 2023/2024, together with forward commitments for 2024/25, 2025/2026 and 2026/2027.

**Resolved:**

**a That the revised budget for 2022/2023 be accepted subject to reimbursement of the HS2 staff post being included in the 2023/24 figures.**

**Recommendation to Executive Board:**

**b That the Estimates of Expenditure for 2023/24, as submitted in the report of the Corporate Director – Resources, be accepted and included in the budget to be brought before the meeting of the Executive Board on 13 February 2023.**

**75 Revisions to the 2021 National Planning Policy Framework – Consultation – Report of the Chief Executive**

As part of the Government's proposed planning reforms, it has published a consultation paper on consequential changes to the 2021 National Planning Policy Framework. This report outlines the proposed changes to enable the Board to respond if appropriate.

**Resolved:**

**That the report be noted at this time and further reports are prepared as appropriate dealing with the introduction of the planning reforms.**

## 76 Infrastructure Funding Statement

The Head of Development Control outlined the Council's Infrastructure Funding Statement for 2022.

### **Resolved:**

- a That the Infrastructure Funding Statement for 2022 be published; and**
- b That a further report be brought to the Board in respect of the expenditure of contributions by other Agencies in respect of infrastructure delivery in the Borough.**

## 77 Planning Applications

The Head of Development Control submitted a report for the consideration of the Board.

### **Resolved:**

- a That in respect of Application No CON/2023/0002 (Site 28B003, Weddington Road, Nuneaton) the Council object to the proposal for the reasons outlined in the report of the Head of Development Control;**
- b That Application No PAP/2022/0606 (22, Church Lane, Middleton, B78 2AW) be deferred for a site visit and further discussion with the Housing Division;**
- c**
  - i That in respect of Application No PAP/2022/0576 (Cattle Market Car Park, Station Street, Atherstone) the work proceeds as outlined in the report of the Head of Development Control; and**
  - ii That the Resources Board be recommended to ensure that the ecology of the Car park area is preserved as far as possible and that suitable replacement trees be planted in prominent locations in the town;**
- d That Application No PAP/2020/0295 (Land West Of Hams Hall Roundabout and south of, Marsh Lane, Curdworth) be refused for the reason set out in the report of the Head of Development Control;  
[Speakers Richard Habgood and Steve Harley]**
- e That Application No PAP/2022/0204 (Land South Of Dairy House Farm, Spon Lane, Grendon) be granted, subject to the conditions set out in the report of the Head of Development Control;  
[Speaker Mark Jones]**

78 **Appeal Update**

The Head of Development Control brought Members up to date on recent appeal decisions.

**Resolved:**

- a **That the report be noted in respect of Appeals (b) and (c) as recorded in the report.**

79 **Exclusion of the Public and Press**

**Resolved:**

**That under Section 100A(4) of the Local Government Act 1972, the public and press 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 by paragraphs 5 and 6 of Schedule 12A to the Act.**

80 **Appeal Update**

The Head of Development Control brought Members up to date on appeal (a) as recorded in his report

**Resolved:**

- a **That the implications of the Kirby Glebe decision be taken into account in the Options and Issues Document reported to the LDF Sub-Committee for the forthcoming Gypsy and Traveller Site Allocations DPD; and**
- b **That the wider Corporate implications of the decisions be referred to Executive Board for further consideration.**

81 **Additional Appeal Update**

The Head of Development Control reported on a further appeal decision received after publication of the report.

**Resolved:**

**That the Head of Legal Services, the Head of Development Control and Local Members meet to discuss a course of action regarding possible further action.**

M Simpson  
Chairman

**NORTH WARWICKSHIRE BOROUGH COUNCIL**

**MINUTES OF THE SPECIAL SUB-GROUP**

**6 December 2022**

Present: Councillor D Clews in the Chair

Councillors Jenns, Jordan, Hayfield, Morson and Parsons

**12 Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

**13 Exclusion of the Public and Press**

**That under Section 100A (4) of the Local Government Act 1972, the public and press 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 by Schedule 12A to the Act.**

**14 Staffing Matter**

The Director of Housing detailed a proposal in respect of Staffing in the Housing Options Team.

**Resolved:**

**That recommendations a, b and c, as set out in the report of the Director of Housing, be approved.**

D Clews  
CHAIRMAN

## NORTH WARWICKSHIRE BOROUGH COUNCIL

### MINUTES OF THE SPECIAL SUB-GROUP

10 January 2023

Present: Councillor D Clews in the Chair

Councillors Jarvis, Jenns, Jordan and Parsons

Apologies for absence were received from Councillor C Hayfield and Councillor Morson.

#### 15 **Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

#### 16 **Exclusion of the Public and Press**

**That under Section 100A (4) of the Local Government Act 1972, the public and press 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 by Schedule 12A to the Act.**

#### 17 **Staffing Matter**

The Corporate Director -Resources detailed a proposal in respect of an extension to a Temporary Contract.

#### **Resolved:**

**That the recommendation set out in the report of the Corporate Director - Resources be approved.**

D Clews  
CHAIRMAN

**NORTH WARWICKSHIRE BOROUGH COUNCIL**

**MINUTES OF THE LOCAL  
DEVELOPMENT FRAMEWORK SUB-COMMITTEE**

**4 January 2023**

Present: Councillor Reilly in the Chair.

Councillors Hancocks, Osbourne and Simpson

Apologies for absence were received from T Clews

Councillor D Humphreys was also in attendance and, with the consent of the Chairman, spoke on Minute No 21 (Provision of Waste and Bin Storage Facilities for New Developments), Minute No 22 (Supplementary Planning Document (SPD) "Planning Obligations for Open Space, Sport and Recreation" and Associated Calculator Documents), Minute No 23 (Future Work)

**19 Disclosable Pecuniary and Non-Pecuniary Interests**

There were none declared at the meeting.

**20 Minutes of the meeting of the Local Development Framework Sub-Committee held on 28 November 2022**

The minutes of the meeting of the Local Development Framework Sub-Committee held on 28 November 2022, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

**21 Provision of Waste and Bin Storage Facilities for New Developments**

The Chief Executive reported on the updates to the Design Guide for Bin Storage and sought any comments prior to the document going to Planning and Development Board recommending it be adopted as a Supplementary Planning Document to inform planning decisions.

**Resolved:**

- a That the report; be noted; and**
- b That comments made by Members be reported to the 9 January 2023 meeting of the Planning and Development Board.**

**22 Supplementary Planning Document (SPD) “Planning Obligations for Open Space, Sport and Recreation” and Associated Calculator Documents**

The Chief Executive Informed Members of the consultation and proposed changes to the Draft Planning Obligations for Open Space, Sport and Recreation SPD and associated Calculator Documents. Members’ comments from the LDF Sub-Committee would be presented to the Planning and Development Board when it would be recommended to adopt the Supplementary Planning Document and it be used to inform planning decisions.

**Resolved:**

- a That the report be noted; and**
- b That comments made by Members will be reported to the 9 January 2023 meeting of the Planning and Development Board.**

**23 Future Work**

The Chief Executive reported on a summary of work and issues for Members to note. Further detailed reports would be brought to the Board in due course.

**Recommended:**

**That Members acknowledge the information in the report but request further information on each item:**

- (i) An Invitation to the authors of the HEDNA, Icenl, to present on their methodology and findings;**
- (ii) An update on the Strategic Employment study; and**
- (iii) Members to Invite Birmingham City Council to meet with North Warwickshire Borough Council to present on their housing and employment land need calculations.**

D Reilly  
Chairman

## NORTH WARWICKSHIRE BOROUGH COUNCIL

### MINUTES OF THE COMMUNITY AND ENVIRONMENT BOARD

23 January 2023

Present: Councillor Bell in the Chair.

Councillors Chambers, D Clews, Gosling, M Humphreys, Jenns, Jordan, McLauchlan, H Phillips and A Wright.

Apologies for absence were received from Councillors K Parker, Rose, Singh (Substitute D Clews), L Smith and S Smith

#### 27 **Disclosable Pecuniary and Non-Pecuniary Interests**

Councillor Jordan declared a non-pecuniary interest in Minute No 33 (Leisure Facilities: Service Improvement Plan) – by reason of being the Treasurer of Atherstone Dickens Night.

#### 28 **Minutes of the Meeting of the Board held on 10 October 2022**

The minutes of the meeting held on 10 October 2022, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

#### 29 **General Fund Fees and Charges 2023/24**

The Chief Executive, Corporate Director – Streetscape and Director of Leisure and Community Development reported on the fees and charges for 2022/23 and the proposed fees and charges for 2023/24.

#### **Resolved:**

**That the schedule of fees and charges for 2023/24, as set out in Appendix A to the report of the Chief Executive, Corporate Director – Streetscape and Director of Leisure and Community Development, be approved, subject to it being noted that the charge for adult community use of the sports hall at the Queen Elizabeth Academy is £35.50.**

#### 30 **General Fund Revenue Estimates 2023/24**

The Corporate Director – Resources detailed the revised budget for 2022/23 and an estimate of expenditure for 2023/24, together with forward commitments for 2024/25, 2025/26 and 2026/27.



**Resolved:**

- a That the revised budget for 2022/23 be approved; and
- b That the Estimates of Expenditure for 2023/24, as submitted to the Board, be included in the budget to be brought before the meeting of the Executive Board on 13 February 2023.

31 **Capital Programme 2023/24 to 2025/26**

The Corporate Director – Resources identified proposals for schemes to be included within the Council’s capital programme over the next three years.

**Resolved:**

**That the schemes previously approved within the Council’s three-year capital programme be supported.**

32 **Leisure Facilities – 2023/24 Bank Holiday Closures**

The Director of Leisure and Community Development sought the Board’s approval of a schedule of Bank Holiday closures of leisure facilities during the 2023/24 financial year.

**Resolved:**

**That the schedule of leisure facility closures, as set out in paragraph 4.1 of the report of the Director of Leisure and Community Development, be approved.**

33 **Leisure Facilities: Service Improvement Plan**

The Director of Leisure and Community Development sought consideration of the approved 2022/23 Service Improvement Plan (SIP), which detailed activity through to the end of November 2022, through which the Board had agreed to monitor the operational performance of the leisure facilities at each of its meetings.

**Resolved:**

- a That the progress made against the requirements identified in the approved 2022/23 Leisure Facilities Service Improvement Plan, through which operational performance is monitored, be approved; and

- b That the proposed extension of the Agreement held with The Queen Elizabeth Academy, Atherstone, for a further period of up to five years, with effect from April 2023, be approved.**

**34 Leisure Facilities: Local Authority Trading Company**

As requested at the meeting of the Board held in October 2022, the Director of Leisure and Community Development presented a condensed version of the approved LATCo-related Service Specification for Members' information and consideration.

**Resolved:**

**That the shortened version of the approved LATCo-related Service Specification, as attached as an Appendix to the report of the Director of Leisure and Community Development, be approved.**

**35 Minutes of the Health and Wellbeing Working Party Meeting held on 6 December 2022**

The minutes of the Health and Wellbeing Working Party Meeting held on 6 December 2022 were received and noted.

**36 Exclusion of the Public and Press**

**That under Section 100A(4) of the Local Government Act 1972, the public and press 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 by Schedule 12A to the Act, namely it is likely to reveal the identity of an individual.**

**37 Staffing Matter**

The Director of Leisure and Community Development sought consideration of a proposal relating to a staffing matter.

**Resolved:**

**That the recommendation, as set out in the report of the Director of Leisure and Community Development, be endorsed.**

Margaret Bell  
Chairman

**NORTH WARWICKSHIRE BOROUGH COUNCIL**

**MINUTES OF THE  
ALCOHOL AND GAMBLING  
LICENSING COMMITTEE**

**24 January 2023**

Present: Councillor Jenns in the Chair

Councillors D Clews, M Humphreys, Jordan, McLaughlan, K Parker, O Phillips, S Smith and A Wright

Apologies for absence were received from Councillors Farrow, Hancocks, Macdonald, Moss and Osborne

**4 Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

**5 Minutes**

The minutes of the meeting of the Alcohol and Gambling Licensing Committee held on 18 July 2022, copies having been previously circulated, were approved as a correct record and signed by the Chairman, subject to it being noted that Minute Number 3, item 4 – bottom of page 5/4 had a missing line added reading ‘fact that they have taken no action’.

**6 General Fund Fees and Charges 2023/2024**

The Chief Executive reported on the fees and charges for 2022/23 and 2023/24.

**Resolved:**

**That the schedule of fees and charges for 2023/24, as set out in Appendix A to the report of the Chief Executive, be noted.**

**7 General Fund Revenue Estimates 2023/24**

The Corporate Director – Resources reported on the revised budget for 2022/23 and an estimate of expenditure for 2023/24, together with forward commitments for 2024/25, 202/26 and 2026/27.

**Resolved:**

**a That the revised budget for 2022/23 be accepted; and**

**Recommendation to Executive Board:**

- b That the Estimates of Expenditure for 2023/24, as submitted in the report of the Corporate Director – Resources, be included in the budget to be brought before the meeting of the Executive Board on 13 February 2023.**

A Jenns  
Chairman

**NORTH WARWICKSHIRE BOROUGH COUNCIL**

**MINUTES OF THE  
TAXI AND GENERAL  
LICENSING COMMITTEE**

**24 January 2023**

Present: Councillor Jenns in the Chair

Councillors D Clews, M Humphreys, Jarvis, Jordan, McLaughlan,  
K Parker, O Phillips, S Smith and A Wright

Apologies for absence were received from Councillors Farrow,  
Hancocks (Substitute Jarvis), Macdonald, Moss and Osborne

**3 Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

**4 Minutes**

The minutes of the meeting of the Taxi and General Licensing Committee held on 24 June 2022, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

**5 General Fund Fees and Charges 2022/0223**

The Chief Executive reported on the fees and charges for 2022/23 and the proposed fees and charges for 2023/24.

**Resolved:**

**That the schedule of fees and charges for 2023/24, as set out in Appendix A to the report of the Chief Executive, be accepted.**

**6 General Fund Revenue Estimates 2023/24**

The Corporate Director – Resources reported on the revised budget for 2022/23 and an estimate of expenditure for 2023/24, together with forward commitments for 2024/25, 2025/26 and 2026/27.

**Resolved:**

**a That the revised budget for 2022/23 be accepted; and**

**Recommendation to Executive Board:**

- b That the Estimates of Expenditure for 2023/24, as submitted in the report of the Corporate Director – Resources, be included in the budget to be brought before the meeting of the Executive Board on 13 February 2023.**

**7 Transport Act 1985 – Hiring of Hackney Carriages at Separate Fares – Report of the Chief Executive**

The report asks the Committee to consider the potential benefits of introducing a scheme allowing hiring of taxis at separate fares and agree the approach to be taken to investigate whether this is viable.

**Resolved:**

- a That the Committee considered that, in principle, it would be beneficial to consider making a scheme allowing the hiring of hackney carriages at separate fares; and**
- b That Officers carry out informal consultations with the trade, Warwickshire County Council and appropriate representatives of the public who may use such a scheme.**

**8 Review of Taxi Licensing Policy – Report of the Chief Executive**

The report asks the Committee to note the ongoing work in relation to the Taxi Licensing policy.

**Resolved:**

- a That the Committee notes the report; and**
- b That the inclusion of all relevant policy provisions in a single policy be agreed.**

A Jenns  
Chairman

**NORTH WARWICKSHIRE BOROUGH COUNCIL**

**MINUTES OF THE  
RESOURCES BOARD**

**30 January 2023**

Present: Councillor Symonds in the Chair

Councillors Chambers, D Clews, T Clews, Davey, Dirveiks, D Humphreys, M Humphreys, Morson, O Phillips and Simpson

An apology for absence was received from Councillors D Hancocks (Substitute Councillor M Humphreys) and M Parker

**34 Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

**35 Minutes of the Resources Board held on 7 November 2022**

The minutes of the Resources Board held on 7 November 2022, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

**36 Housing Maintenance Service & Asset Management Plan**

The Director of Housing updated Members on the delivery of the Asset Management Plan for the Council's Landlord stock and informed the Board about the challenges posed by an ageing stock profile and proposed a review of the Maintenance Team to support future service delivery.

**Resolved:**

- a That the delivery of the current Housing Asset Management Plan be noted and the necessity to update the Plan be agreed;**
- b That the implications of the Social Housing (Regulation) Bill would be considered by the Housing Task and Finish Group at its meeting on 7 February for inclusion in the revision of the Asset Management Plan and 30 Year Housing Revenue Account Business Plan subject to being further adapted and amended to the extent required when finally implemented;**
- c That the delivery of the major works programme at Alexandra Court and Drayton Court be commended and the**

plans to continue the programme to Abbey Green Court be noted;

- d That the necessity to update the stock condition data be noted and the proposed resource for undertaking it be agreed;
- e That the proposal to recruit a Maintenance Manager be deferred for review at the Housing Task and Finish Group on 7 February 2023, with the decision delegated to the Director of Housing in conjunction with the Chair of Resources, Vice Chair of Resources and Opposition Spokesperson of Resources ; and
- f That the proposal to change the structure of the Housing Direct Works Team to include two additional tradesmen to lead on delivering a planned works programme – including those needed to repair and maintain fascia’s and garages be deferred for review at the Housing Task and Finish Group on 7 February 2023, with the decision delegated to the Director of Housing in conjunction with the Chair of Resources, Vice Chair of Resources and Opposition Spokesperson of Resources.

**37 Private Sector Shared Services & HEART Partnership**

The Director of Housing updated the Board on the HEART shared service partnership and made a proposal for future joint working.

**Resolved:**

**To move item 7 into Private and Confidential to enable full discussion of contractual terms.**

**38 General Fund Fees and Charges 2023/24**

The Chief Executive, The Corporate Director – Streetscape, , The Corporate Director – Resources and the Director of Housing reported on the fees and charges for 2022/23 and the proposed fees and charges for 2023/24.

**Resolved:**

**That the schedule of fees and charges for 2023/24, as set out in the report of the Chief Executive, The Corporate Director – Streetscape, The Corporate Director – Resources and the Director of Housing be accepted.**



**39 General Fund Revenue Estimates 2023/24 – Services Recharged Across All Boards**

The Corporate Director – Resources reported on the revised budget for 2022/23 and gave an estimate of expenditure for 2023/24, together with forward commitments for 2024/25, 2025/26 and 2026/27.

**Resolved:**

- a That the revised budget for 2022/23 be accepted; and**

**Recommendation to the Executive Board:**

- b That the Estimates of Expenditure for 2023/24, as submitted in the report of the Corporate Director - Resources, be included in the budget to be brought before the meeting of the Executive Board on 13 February 2023.**

**40 General Fund Revenue Estimates 2023/24 – Services Remaining within the Board**

The Corporate Director – Resources reported on the revised budget for 2022/23 and gave an estimate of expenditure for 2023/24, together with forward commitments for 2024/25, 2025/26 and 2026/27.

**Resolved:**

- a That the revised budget for 2022/23 be accepted; and**

**Recommendation to the Executive Board:**

- b That the Estimates of Expenditure for 2023/24, as submitted in the report of the Corporate Director - Resources for be included in the budget to be brought before the meeting of the Executive Board on 13 February 2023.**

**41 General Fund Revenue Estimates 2023/24 – Summary**

The Corporate Director – Resources reported on the revised budget for 2022/23 and gave an estimate of expenditure for 2023/24, together with forward commitments for 2024/25, 2025/26 and 2026/27.

**Recommendation to the Executive Board:**

**That the following items be recommended to the Executive Board for consideration in setting the Council Tax of the Borough Council:**

- a The revised budget for 2022/23; and**

- b The schedule of expenditure requirements totalling £9,936,110 for 2023/24.**

**42 Housing Revenue Account Estimates 2023/24 and Rent Review**

The Corporate Director – Resources reported on the revised budget for 2022/23 and gave an estimate of expenditure for 2023/24, together with forward commitments for 2024/25, 2025/26 and 2026/27.

**Resolved:**

- a That the revised estimate for 2022/23 be accepted;**
- b That the rent be increased by 7% in 2023/24 in line with the social rent policy set by the Government;**
- c That the proposed fees and charges for 2023/24, as set out in Appendix D by the Corporate Director – Resources, be approved;**
- d That the service charges for the cleaning of communal areas, as set out in Appendix E to the report of the Corporate Director – Resources, be approved from April 2023;**
- e That the service charges for window cleaning, as set out in Appendix F of the report of the Corporate Director – Resources, be approved from April 2023; and**
- f That the Estimates of Expenditure for 2023/24, as submitted, be accepted.**

**43 Capital Programme 2022/23 to 2025/26**

The Corporate Director – Resources identified changes to the Council's 2022/23 capital programme and proposals for schemes to be included within the Council's capital programme over the next three years.

**Resolved:**

- a To review the suitability of alternate fuels for replacement vehicles, with a view to their use in the vehicle renewal programme where this is appropriate;**

**Recommendation to the Executive Board**

- b That the changes to the 2022/23 revised capital programme be supported;**
- c That the proposed three-year capital programme, which includes the growth bids, set out in Appendix A to the report of the Corporate Director - Resources, be supported; and**

- d That the proposed vehicle replacement schedule, shown in Appendix B to the report of the Corporate Director - Resources, be supported**

**44 Review of Car Parking**

The Corporate Director – Streetscape updated Members on the outcomes of the implementation of CPE and the changes to the Council's off-street Parking places Order which took effect in February 2022. The report also set out some of the next steps in relation to on street and off-street parking in the Borough over the coming months.

**Resolved:**

**That the contents of the report be noted.**

**45 Exclusion of the Public and Press**

**Resolved:**

**That under Section 100A (4) of the Local Government Act 1972, the public and press 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 by Schedule 12A to the Act.**

**46 Private Sector Shared Services & HEART Partnership**

The Director of Housing updated the Board on the shared service with Nuneaton and Bedworth Borough Council to deliver private sector housing condition oversight and enforcement duties and on the HEART shared service partnership and made proposals for future joint working in both areas.

**Resolved:**

- a That the progress of the HEART shared service review be noted, that the Council agrees to enter into a further contractual partnership for 5 years from 1 April 2023 and that authority is delegated to the Director of Housing in consultation with the Chair and Opposition Spokesperson of Resources Board and Head of Legal Services to determine the final contract terms;**
- b That the work undertaken by the Private Sector Housing shared service be noted; and**
- c That the change to providing resources into the Private Sector shared service team and the growth bid of £45,000 be agreed.**

## **Recommendation to Council**

- d That all functions to be exercised by the HEART shared service be delegated to Nuneaton and Bedworth Borough Council, so that its officers have all necessary powers to perform those functions**

C Symonds

**MINUTES OF THE  
EXECUTIVE BOARD****13 February 2023**

Present: Councillor D Wright in the Chair

Councillors Bell, Chambers, Gosling, Hayfield, D Humphreys, Jenns, Morson, O Phillips, Reilly, Simpson and Symonds.

Apologies for absence were received from Councillor H Phillips (Substitute Councillor O Phillips)

**48 Declarations of Personal or Prejudicial Interest**

None were declared at the meeting.

**49 Minutes of the Executive Board held on 21 November 2022**

The minutes of the meeting of the Board held on 21 November 2022, copies having been circulated, were approved as a correct record and signed by the Chairman.

**50 Minutes of the Senior Management Recruitment Sub-Committee held on 21 November 2022**

The minutes of the meeting of the Senior Management Recruitment Sub-Committee held on 21 November 2022, copies having been circulated, were approved as a correct record and signed by the Chairman.

**51 Key Corporate Issues**

The Chief Executive drew Members' attention to the key corporate issues facing the Council in the mid-term and sought to assist them in addressing those issues when the Corporate Plan was reviewed after the Borough Elections.

**Resolved:**

- a That the issues raised in the report of the Chief Executive be noted;**
- b That a presentation be arranged for all Members on the Corporate Plan prior to its adoption; and**
- c That the life of the current Corporate Plan be extended until September 2023 as it will be reviewed following the Borough Elections in May.**

**52 The Capital Strategy**

The Corporate Director – Resources gave an update on the Capital Strategy approved by the Council in February 2022.

**Recommended:**

**That the Capital Strategy, attached at Appendix A to the report of the Corporate Director – Resources, be approved.**

**53 The Proposed 3 Year Capital Programme 2023/24 to 2025/26**

Management Team put forward proposals for the 3 Year Capital Programme and outlined the availability of capital resources and the options to meet any shortfalls.

**Resolved:**

- a That the Revised Capital Programme for 2022/23, as set out in Appendix A to the report of Management Team, be adopted;**
- b That the 3 Year Capital Programme for the period 2023/24 to 2025/26, as set out in Appendix B to the report of Management Team be adopted, subject to the transfer of funding from the Business Rate Reserve, considered later in the agenda; and**

**Recommended:**

- c That the prudential indicators, as set out in Section 9 of the report of Management Team, be approved.**

**54 General Fund Revenues Estimates 2023/24**

The Corporate Director - Resources reported on the revised budget for 2022/23 and an estimate of expenditure for 2023/24, together with forward commitments for 2024/25, 2025/26 and 2026/27.

**Resolved:**

- a That the revised budget for 2022/23 be accepted; and**
- b That the Estimates of Expenditure for 2023/24, as submitted in the report of the Corporate Director – Resources, be included in the overall budget considered in a later agenda item.**

**55 General Fund Revenue Estimates 2023/24 and Setting of the Council Tax 2023/24**

The Corporate Director – Resources set out the proposed General Fund Revenue Estimate for 2023/24 and the options available when setting the 2023/24 Council Tax for the Borough in the context of the Authority’s Finance Settlement, and the effect on General Fund balances.

**Recommended:**

- a That the savings of £857,860, as detailed in Appendix H to the report of the Corporate Director – Resources, be approved;**
- b That subject to the inclusion of reimbursement of the HS2 staff post the revised estimate for the year 2022/23 and the revenue estimates for 2023/24 be approved;**
- c That the Council Tax base for 2023/24, as set out in Appendix G to the report of the Corporate Director – Resources, be noted;**
- d That a Council Tax increase of 2.95% for 2023/24 be approved;**
- e That the amount of £3,100,000 from the Business Rate Reserve, to fund capital expenditure on the refuse vehicles purchased in 2022/23 be approved and the proposed 3 year capital programme be supported;**
- f That the comments of the Corporate Director – Resources on the minimum acceptable level of general reserves be noted;**
- g That the workforce estimates for the year 2023/24 as set out in Appendix L to the report of the Corporate Director – Resources, be approved; and**
- h That the Council Tax resolution be prepared for consideration by the Council, using the recommendations agreed by this Board.**

**56 Leisure Facilities: Local Authority Trading Company**

The Director of Leisure and Community Development sought the Board’s consideration and approval of the legal arrangements and formal documentation that would govern the relationship between the Borough Council and its proposed wholly owned Leisure Facilities Local Authority Trading Company.

**Resolved:**

- a That the Leisure Services Agreement (Contract), Member Agreement and Articles of Association that will govern the relationship between the Borough Council and its wholly owned Leisure Facilities Local Authority Trading Company be approved, and the Chief Executive be authorised to finalise the content of the documentation in consultation with the Head of Legal Services and the Council's external legal advisors;**
- b That, in accordance with the aforementioned documentation, the initial term of the Contract to be held between the Borough Council and the Leisure Facilities Local Authority Trading Company be set at five years;**
- c That the proposal to appoint the Chief Executive, the Interim Corporate Director – Streetscape and an Independent Director (Mr Richard Dobbs) to the Board of Directors of the Leisure Facilities Local Authority Trading Company be approved; and**
- d The Chief Executive be authorised to formally establish the Leisure Facilities Local Authority Trading Company, in the name of North Warwickshire Leisure Limited.**

**57 Constitutional and Delegation Matters**

The Chief Executive sought approval for some limited constitutional and delegation changes.

**Resolved:**

**That the delegations and changes to the constitution set out in the report of the Chief Executive be agreed.**

**58 Exclusion of the Public and Press**

**Resolved:**

**That under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following items of business, on the grounds that they involve the likely disclosure of exempt information as defined by Schedule 12A to the Act.**



59 **Staffing Matter**

The Chief Executive Updated Members on the progress with Senior Management recruitment.

**Resolved:**

**That recommendations a and b, as set out in the report of the Chief Executive be noted and confirmed.**

60 **Confidential Extract of the Minutes of the of Executive Board held on 21 November 2022**

The confidential extract of the minutes of the Executive Board held on 21 November 2022, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

61 **Confidential Extract of the minutes of the Senior Management Recruitment Sub-Committee held on 21 November 2022**

The confidential extract of the minutes of the Senior Management Recruitment Sub-Committee held on 21 November 2022, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

David Wright  
CHAIRMAN

**Agenda Item No 17**

**Council**

**22 February 2023**

**Report of the  
Chief Executive**

**Exclusion of the Public and Press**

**Recommendation to the Board**

**To consider, in accordance with Section 100A(4) of the Local Government Act 1972, whether it is in the public interest that the public and press 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 by Schedule 12A to the Act.**

**Agenda Item No 18**

**Confidential Extract of the Minutes of the meeting of the Council held on 30 November 2022.**

Paragraph 1 – Information relating to an individual.

**Agenda Item No 19**

**Confidential Extract of the Minutes of the meetings of Planning and Development Board on 5 December 2022 and 6 February 2023.**

Paragraph 5 - Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings; and

Paragraph 6 – by reason of the need to consider the making of an order.

**Agenda Item No 20**

**Confidential Extract of the Minutes of the meetings of Special Sub-Group held on 6 December 2022, 10 January and 14 February 2023.**

Paragraph 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information).

## **Agenda Item No 21**

### **Confidential Extract of the Minutes of the meeting of Community and Environment Board held on 23 January 2023.**

Paragraph 2 - by reason of information which is likely to reveal the identity of an individual.

## **Agenda Item No 22**

### **Confidential Extract of the Minutes of the meeting of Executive Board held on 13 February 2023.**

Paragraph 1 – Information relating to an individual.

In relation to the items listed above members should only exclude the public if the public interest in doing so outweighs the public interest in disclosing the information, giving their reasons as to why that is the case.

The Contact Officer for this report is Julie Holland (719237).