

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

19 June 2024

at

6.30pm



North Warwickshire Borough Council

Steve Maxey BA (Hons) Dip LG Solicitor
Chief Executive

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Date : 11 June 2024

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 19 June 2024 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 Annual Meeting of the Council held on 9 May 2024 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 **Appointment of Monitoring Officer** – Report of the Chief Executive

Summary

The Council is asked to formally designate the newly appointed Head of Legal Services, Sofia Ali as the Monitoring Officer and Solicitor to the Council.

The Contact Officers for this report are Steve Maxey (719438)

- 8 To receive and consider the minutes and notes of the meetings of the
Planning and Development Board – 4 March, 8 April, 21 May and 10 June 2024 (Pages 54 to 64)
circulated herewith and to make the necessary Orders thereon.
- 9 To receive and consider the minutes and notes of the meeting of the
Resources Board – 11 March and 3 June 2024 (Pages 65 to 72)
circulated herewith and to make the necessary Orders thereon.
- 10 To receive and consider the minutes and notes of the meeting of the
Executive Board – 18 March 2024 and 11 June 2024 (to follow)
(Pages 73 to 76)
circulated herewith and to make the necessary Orders thereon.
- 11 To receive and consider the minutes and notes of the meeting of the
Community and Board – 25 March and 20 May 2024 (Pages 77 to 82)
circulated herewith and to make the necessary Orders thereon.
- 12 To receive and consider the minutes and notes of the meeting of the
Special Sub-Group – 17 June 2024 (to follow) (Page 83)
circulated herewith and to make the necessary Orders thereon.
- 13 To receive and consider any Notice of Motion under Standing Order No 10.
- 14 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.
- 15 **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 items of business, on the grounds that they involve the likely disclosure of exempt information as defined by Schedule 12A to the Act.

- 16 To receive and consider the exempt extract of the minutes and notes of the
Planning and Development Board – 21 May 2024 (Pages 86)
circulated herewith and to make the necessary Orders thereon.
- 17 To receive and consider the exempt extract of the minutes and notes of the
Resources Board – 11 March and 3 June 2024 (Page 87 to 90)
circulated herewith and to make the necessary Orders thereon.
- 18 To receive and consider the exempt extract of the minutes and notes of the
Executive Board –18 March 2024 and 11 June 2024 (to follow) (Pages
91 to 92)
circulated herewith and to make the necessary Orders thereon.
- 19 To receive and consider the exempt extract of the minutes and notes of the
Community and Environment Board – 25 March 2024 (Pages 93)
Circulated herewith and to make the necessary Orders thereon.

Yours faithfully



Chief Executive

**MINUTES OF THE ANNUAL MEETING OF THE
NORTH WARWICKSHIRE BOROUGH COUNCIL
HELD AT THE COUNCIL HOUSE
ON THURSDAY 9 MAY 2024**

Present: Councillor Humphreys in the Chair

Councillors Barnett, Bates, Bell, Chapman, Clews, Davey, Dirveiks, Fowler, Farrow, Gosling, Hayfield, Hobley, Jackson, Jarvis, Jenns, Melia, Osborne, Parsons, H Phillips, O Phillips, Ridley, Ririe, Simpson, Singh, Smith, Stuart, Symonds, Taylor, Turley, Watson, Whapples, A Wright, D Wright.

An apology for absence was received from Councillor Reilly.

1 Presentation of Long Service Pendants

Long Service Pendants were presented to the following:

	COUNCILLOR <i>(alphabetically)</i>	LENGTH OF SERVICE
1)	Colin Hayfield	25 Years
2)	Hayden Phillips	33 Years
3)	Mark Simpson	25 Years

2 Election of Mayor

It was proposed by Councillor Simpson and seconded by Councillor Fowler that Councillor Hayfield be elected Mayor of the Borough of North Warwickshire for the ensuing year.

On being put to the vote, it was

RESOLVED:

That Councillor Hayfield be and is hereby elected Mayor of the Borough of North Warwickshire for the ensuing year.

Councillor Hayfield then made and signed the declaration of acceptance of office, was invested with the Chain and Badge of office by the retiring Mayor and took the Chair.

Councillor Hayfield in the Chair

Councillor Hayfield then thanked Council Members for the honour they had bestowed on him.

3 **Retiring Mayor**

The Mayor presented Councillor D Humphreys and M Humphreys with past Mayor's and Consort's Badges. Councillor D Humphreys then thanked Members, Officers and the people of North Warwickshire for their support during his year in office.

Councillor Bell then offered a vote of thanks to Councillor Humphreys for his service to North Warwickshire during his year in office.

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

None were declared at the meeting.

5 **Minutes**

In addition to the minutes of the meeting of the Council held on 21 February 2024 and Special Meeting of the Council held on 6 March 2024, the Mayor sought agreement to also consider the exempt extract of the minutes of the Meeting of the Council held on 21 February 2024.

The minutes of the meeting of the Council held on 21 February 2024 and Special Meeting of the Council held on 6 March 2024, together with the exempt extract of the minutes of the Meeting of the Council held on 21 February 2024 were approved as a correct record and signed by the Mayor.

6 **Appointment of Deputy Mayor**

It was proposed by Councillor Jenns and seconded by Councillor D Wright that Councillor Bates be elected Deputy Mayor of the Borough of North Warwickshire for the ensuing year.

It was then proposed by Councillor Jackson and seconded by Councillor Gosling that Councillor Hobley be elected Deputy Mayor of the Borough of North Warwickshire for the ensuing year.

On being put to the vote, it was

RESOLVED:

That Councillor Bates be and is hereby elected Deputy Mayor of the Borough of North Warwickshire for the ensuing year.

Councillor Bates then thanked Council Members for the honour they had bestowed on her.

7 **Mayor's Announcements**

The Mayor announced that he would give details of his chosen Charity in due course.

8 Appointments of Boards, Chairpersons, Vice Chairpersons, Spokespersons, and representatives on outside bodies

In accordance with Standing Order No 23(2) a schedule of the number of Members to Boards for the ensuing year and appointments of Chairmen/Vice-Chairmen and representatives to outside bodies was placed before the Council.

It was proposed by Councillor D Wright and seconded by Councillor Symonds that Appendix B and C detailing the number of Members to Boards for the ensuing year and appointments of Chairmen/Vice-Chairmen and representatives to outside bodies be approved.

It was then proposed by Councillor Gosling and Seconded by Councillor Ririe by way of amendment that the number of seats allocation to the Labour Group be increased by one on each of the following - Executive Board, Community and Environment Board, Resources Board, UKSPF Panel and the Electoral Review Advisory Committee.

Upon being put to the meeting the Mayor declared the amendment to be lost.

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

RESOLVED:

That the schedule of numbers and appointments to the Boards, Committees and Sub-Committees and appointments of representatives to outside bodies, as shown in Schedule 1 hereto, be approved.

9 Appointment of Monitoring Officer

The Council was asked to formally designate the Interim Head of Legal Services, Mark Watkins, as the Monitoring Officer.

RESOLVED:

That the Interim Head of Legal Services be designated as the Monitoring Officer

10 Notice of Motion under Standing Order No 10

The following Notice of Motion was proposed by Councillor Gosling and seconded by Councillor Whapples:

That the Council resolves:

- To adopt the proposed parental leave policy appended to this motion to give all councillors an entitlement to parental leave after giving birth or adopting;
- To ensure that councillors with children and other caring commitments are supported as appropriate;

Parental leave policy for councils

This policy sets out members' entitlement to maternity, paternity, shared parental and adoption leave and relevant allowances.

Introduction

The objective of the policy is to ensure that insofar as possible Members are able to take appropriate leave at the time of birth, adoption or kinship carer leave, that both parents are able to take leave, and that reasonable and adequate arrangements are in place to provide cover for portfolio-holders and others in receipt of Special Responsibility Allowances (SRA) during any period of leave taken. The entitlements mentioned in this policy relate equally to birth, adoption or kinship carer leave.

Improved provision for new parents will contribute towards increasing the diversity of experience, age and background of local authority councillors. It will also assist with retaining experienced councillors – particularly women – and making public office more accessible to individuals who might otherwise feel excluded from it.

There is at present no legal right to parental leave of any kind for people in elected public office. This applies to MPs as well as councillors, and has been the subject of lengthy debate. These policies can therefore only currently be implemented on a voluntary basis. Discussions are ongoing about changing the law to enable compulsory provision.

1. Leave Periods

1.1 Members giving birth are entitled to up to 6 months maternity leave from the due date, with the option to extend up to 52 weeks if required.

1.2 In addition, where the birth is premature, the Member is entitled to take leave during the period between the date of the birth and the due date in addition to the 6 months' period. In such cases any leave taken to cover prematurity of 28 days or less shall be deducted from any extension beyond the initial 6 months.

1.3 In exceptional circumstances, and only in cases of prematurity of 29 days or more, additional leave may be taken if required, and such exceptional leave shall not be deducted from the total 52 week entitlement.

1.4 Members shall be entitled to take a minimum of 2 weeks paternity leave if they are the biological father or nominated carer of their partner/spouse following the birth of their child(ren).

1.5 A Member who has made Shared Parental Leave arrangements through their employment is requested to advise the Council of these at the earliest possible

opportunity. Every effort will be made to replicate such arrangements in terms of leave from Council.

1.6 Where both parents are Members leave may be shared up to a maximum of 24 weeks for the first six months and 26 weeks for any leave agreed thereafter, up to a maximum of 50 weeks. Special and exceptional arrangements may be required in cases of prematurity.

1.7 A Member who adopts a child through an approved adoption agency shall be entitled to take up to six months adoption leave from the date of placement, with the option to extend up to 52 if required.

1.8 Any Member who takes maternity, shared parental or adoption leave retains their legal duty under the Local Government Act 1972 to attend a meeting of the Council within a six month period unless the Council Meeting agrees to an extended leave of absence prior to the expiration of that six month period.

1.9 Any Member intending to take maternity, paternity, shared parental, adoption or kinship carer leave will be responsible for ensuring that they comply with the relevant notice requirements of the Council, both in terms of the point at which the leave starts and the point at which they return.

1.10 Any member taking leave should ensure that they respond to reasonable requests for information as promptly as possible, and that they keep officers and colleagues informed and updated in relation to intended dates of return and requests for extension of leave.

2. Basic Allowance

2.1 All Members shall continue to receive their Basic Allowance in full whilst on maternity, paternity, adoption or kinship carer leave.

3. Special Responsibility Allowances

3.1 Members entitled to a Special Responsibility Allowance shall continue to receive their allowance in full in the case of maternity, paternity, shared parental, adoption or kinship carer leave.

3.2 Where a replacement is appointed to cover the period of absence that person shall receive an SRA on a pro rata basis for the period of the temporary appointment.

3.3 The payment of Special Responsibility Allowances, whether to the primary SRA holder or a replacement, during a period of maternity, paternity, shared parental, adoption or kinship carer leave shall continue for a period of six months, or until the date of the next Annual Meeting of the Council, or until the date when the member taking leave is up for election (whichever is soonest). At such a point, the position will be reviewed, and will be subject to a possible extension for a further six month period.

3.4 Should a Member appointed to replace the member on maternity, paternity, shared parental, adoption or kinship carer leave already hold a remunerated position, the ordinary rules relating to payment of more than one Special Responsibility Allowances shall apply.

3.5 Unless the Member taking leave is removed from their post at an Annual General Meeting of the Council whilst on leave, or unless the Party to which they belong loses control of the Council during their leave period, they shall return at the end of their leave period to the same post, or to an alternative post with equivalent status and remuneration which they held before the leave began.

4. Resigning from Office and Elections

4.1 If a Member decides not to return at the end of their maternity, paternity, shared parental, adoption or kinship carer leave they must notify the Council at the earliest possible opportunity. All allowances will cease from the effective resignation date.

4.2 If an election is held during the Member's maternity, paternity, shared parental, adoption or kinship carer leave and they are not re-elected, or decide not to stand for re-election, their basic allowance and SRA if appropriate will cease from the Monday after the election date when they would technically leave office.

Upon being put to the meeting the Mayor declared the Motion to be carried.

11 Common Seal

It was proposed by Councillor Fowler 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.

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

NORTH WARWICKSHIRE BOROUGH COUNCIL**CONSTITUTION OF BOARDS/COMMITTEES FOR 2024/2025 AND THE APPOINTMENT OF MEMBERS AND THE CHAIR AND VICE-CHAIR THERETO**

<u>Executive Board (12)</u>		<u>Community & Environment Board (14)</u>	
1	(C) D Wright (Chair)	1	(C) Bell (Chair)
2	(C) Reilly (Vice-Chair)	2	(C) A Wright (Vice-Chair)
3	(C) Bell	3	(C) Fowler
4	(C) Clews	4	(C) Jarvis
5	(C) Simpson	5	(C) Jenns
6	(C) Symonds	6	(C) Singh
7	(L) Ririe (Spokesperson)	7	(C) Smith
8	(L) Barnett	8	(L) Whapples (Spokesperson)
9	(L) Gosling	9	(L) Hobley
10	(L) H Phillips	10	(L) Jackson
11	(L) Whapples	11	(L) H Phillips
12	(DI) Ridley	12	(L) Ririe
		13	(L) Turley
		14	(DI) Melia

<u>Resources Board (12)</u>		<u>Planning and Development Board (16)</u>	
1	(C) Symonds (Chair)	1	(C) Simpson (Chair)
2	(C) Davey (Vice-Chair)	2	(C) Reilly (Vice-Chair)
3	(C) Clews	3	(C) Bates
4	(C) Humphreys	4	(C) Bell
5	(C) Simpson	5	(C) Fowler
6	(C) Watson	6	(C) Hayfield
7	(L) Barnett (Spokesperson)	7	(C) Humphreys
8	(L) Chapman	8	(C) Jarvis
9	(L) Parsons	9	(L) H Phillips (Spokesperson)
10	(L) O Phillips	10	(L) Chapman
11	(L) Taylor	11	(L) Dirveiks
12	(I) Stuart	12	(L) Gosling
		13	(L) Hobley
		14	(L) Parsons
		15	(L) Ririe
		16	(DI) Ridley

<u>Alcohol & Gambling Licensing Committee (15)</u>			
1	(C) Jenns (Chair)	9	(L) Farrow
2	(C) Clews (Vice-Chair)	10	(L) Hobley
3	(C) Bates	11	(L) Osborne
4	(C) Fowler	12	(L) O Phillips
5	(C) Jarvis	13	(L) Turley
6	(C) Smith	14	(L) Whapples
7	(C) A Wright	15	(DI) Melia
8	(L) Taylor (Spokesperson)		

<u>Taxi and General Licensing Committee (15)</u>			
1	(C) Jenns (Chair)	9	(L) Farrow
2	(C) Clews (Vice-Chair)	10	(L) Hobley
3	(C) Bates	11	(L) Osborne
4	(C) Fowler	12	(L) O Phillips
5	(C) Jarvis	13	(L) Turley
6	(C) Smith	14	(L) Whapples
7	(C) A Wright	15	(I) Stuart
8	(L) Taylor (Spokesperson)		

<u>Special Sub-Group (6)</u>		<u>Senior Management Recruitment Sub-Committee (8)</u>	
1	(C) Clews (Chair)	1	(C) D Wright (Chair)
2	(C) Jenns (Vice-Chair)	2	(C) Bell
3	(C) Watson	3	(C) Reilly
4	(L) Chapman (Spokesperson)	4	(C) Symonds
5	(L) Farrow	5	(L) Ririe (Spokesperson)
6	(L) Ririe	6	(L) Gosling
		7	(L) Taylor
		8	(DI) Melia

<u>Safer Communities Sub-Committee (12)</u>		<u>Local Development Framework Sub-Committee (6)</u>	
1	(C) Jarvis (Chair)	1	(C) Watson (Chair)
2	(C) Watson (Vice-Chair)	2	(C) Simpson (Vice-Chair)
3	(C) Bates	3	(C) Humphreys
4	(C) Clews	4	(L) Taylor (Spokesperson)
5	(C) Davey	5	(L) Osborne
6	(C) Humphreys	6	(DI) Ridley
7	(L) Osborne (Spokesperson)		
8	(L) Barnett		
9	(L) Jackson		
10	(L) O Phillips		
11	(L) Ririe		
12	(DI) Melia		

<u>Standards Committee (6)</u>		<u>Electoral Review Advisory Committee (8)</u>	
1	(C) Hayfield (Chair)	1	(C) D Wright (Chair)
2	(C) A Wright (Vice-Chair)	2	(C) Humphreys
3	(C) Jarvis	3	(C) Jenns
4	(L) Turley (Spokesperson)	4	(C) Simpson
5	(L) Barnett	5	(L) Ririe (Spokesperson)
6	(I) Stuart	6	(L) Barnett
		7	(L) Gosling
		8	(DI) Melia

Working Party and Task and Finish Groups

<u>Parking Task and Finish Group (6)</u>		<u>Health and Wellbeing Working Party (6)</u>	
1	(C) Reilly (Chair)	1	(C) Smith (Chair)
2	(C) D Wright (Vice-Chair)	2	(C) Bates (Vice-Chair)
3	(C) Singh	3	(C) Davey
4	(L) Taylor (Spokesperson)	4	(L) Whapples (Spokesperson)
5	(L) Farrow	5	(L) Hobley
6	(DI) Melia	6	(I) Stuart

<u>Housing Task and Finish Group (6)</u>		<u>Climate Change Member Group (6)</u>	
1	(C) Clews (Chair)	1	(C) Fowler (Chair)
2	(C) Symonds (Vice-Chair)	2	(C) Watson (Vice-Chair)
3	(C) Smith	3	(C) Singh
4	(L) H Phillips (Spokesperson)	4	(L) Gosling (Spokesperson)
5	(L) Dirveiks	5	(L) Barnett
6	(L) Gosling	6	(L) Ririe

<u>UKSPF Panel (6)</u>		<u>Queen Elizabeth II Memorial Working Group (6)</u>	
1	(C) D Wright (Chair)	1	(C) D Wright (Chair)
2	(C) Bell (Vice-Chair)	2	(C) Clews
3	(C) Clews	3	(C) Simpson
4	(L) Gosling (Spokesperson)	4	(L) O Phillips (Spokesperson)
5	(L) H Phillips	5	(L) Hobley
6	(DI) Ridley	6	(DI) Ridley

<u>Member Performance Working Group (6)</u>		<u>HS2 Consultative Sub-Group</u>	
1	(C) D Wright (Chair)	1	(C) Simpson
2	(C) Bell (Vice-Chair)	2	(C) Watson
3	(C) Symonds	3	(C) Humphreys
4	(L) Barnett (Spokesperson)	4	(L) Taylor (Spokesperson)
5	(L) Turley	5	(L) Dirveiks
6	(DI) Ridley	6	(DI) Ridley

*Spokesperson for Health, Wellbeing and Leisure	(C) Smith (*Shadow (L) Whapples)
Lead Councillor on HS2	(C) Watson (Shadow (L) Taylor)
*Young Persons and Safeguarding Champion	(C) Davey (*Shadow (L) Jackson)
Design Champion	(C) Simpson (Shadow (L) H Phillips)
*Lead Councillor on CCTV	(C) Singh (*Shadow (L) Osborne)
Armed Forces Covenant Member Champions	(C) Humphreys (Shadow (L) Turley)
Climate Change Member Champions	(C) Fowler (Shadow (L) Gosling)
Member Responsible for Housing Complaints	(C) Clews

Leader of the Council	D Wright
Deputy Leader of the Council	Reilly
Leader of the Opposition	Ririe
Deputy Leader of the Opposition	H Phillips

(* Appointments that require a Disclosure and Barring Service Check (DBS) – in addition the Mayor and Deputy Mayor will also require a DBS check)

REPRESENTATION ON OUTSIDE BODIES

Appointments made for a period of one year expiring in May 2025

Body	Representation	Name
Age UK – Warwickshire	1 plus substitute	Councillor D Humphreys Substitute: Councillor (Labour)
A5 Partnership	2	Councillor Watson Councillor Dirveiks
Beeline Community Car Service	1 plus substitute	Councillor Jarvis Substitute: Councillor H Phillips
Birmingham Airport Consultative Committee	1	Councillor Smith
Coleshill Grammar School Endowment Foundation	2	Councillors Symonds and Hayfield
Coventry and Warwickshire Joint Committee	1 plus substitute	Councillor D Wright Substitute: Councillor Reilly
George Eliot Hospital – Board of Governors	1	Councillor Smith
Hartshill Hayes Country Park Advisory Committee	1 plus substitute	Councillor Bell Substitute: Councillor Hobley
JLR Baddesley Liaison Group	2	Councillor A Wright Councillor Davey
Local Government Association	1	Leader of the Council – Councillor D Wright Substitute: Councillor Reilly
Middleton Hall Trust	1	Councillor Jenns
MIRA Liaison Group	1	Councillor D Wright Substitute: Councillor Reilly
North Warwickshire Citizens Advice Bureau – Management Committee	1	Mayor
North Warwickshire Community Partnership	3	Councillors Hayfield, Jenns and Gosling
North Warwickshire Community Safety Partnership	2	Chairman of the Safer Communities Sub-Committee and Opposition Spokesperson for Safer Communities
Northern Warwickshire Financial Inclusion Partnership	2	Councillor Symonds and Councillor Parsons
Central Building Control Partnership	2	Councillors Simpson and H Phillips

Piccadilly Community Association	1	Councillor H Phillips
Rowan Organisation	1	Councillor Singh
Safer Warwickshire Partnership Board	1	Chairman of the Safer Communities Sub-Committee
Sherbourne Recycling Limited (Shareholder Representative)	1	Councillor Bell
Stanyer's Charity	2	Councillor Jenns and Councillor Bates
Warwickshire County Council – Adult Social Care and Health Overview and Scrutiny Committee	1	Councillor Smith
Warwickshire Climate Emergency Partnership	1	Councillor Fowler
Warwickshire Health and Wellbeing Board	1	Councillor Smith
Warwickshire Police and Crime Panel	1	Councillor Jarvis
Warwickshire Waste Partnership	1 plus substitute	Chairman of the Community and Environment Board Substitute: Vice-Chairman of the Community and Environment Board
West Midlands Combined Authority	1 plus substitute	Councillor D Wright Substitute: Councillor Reilly
West Midlands Employees Shareholder Board	1	Councillor D Wright

Agenda Item No 7

Council

19 June 2024

Report of the Chief Executive

Appointment of Monitoring Officer

1 Summary

- 1.1 The Council is asked to formally designate the newly appointed Head of Legal Services, Sofia Ali as the Monitoring Officer and Solicitor to the Council.

Recommendation to the Council:

That the Head of Legal Services be designated as the Monitoring Officer and Solicitor to the Council.

2 Report

- 2.1 Members will be aware that the Council has recently undertaken a recruitment exercise with regard to the Head of Legal Services and Monitoring Officer position. Interviews were held on 23 April and the Member Panel appointed Sofia Ali, who commenced employment on the 3 June.
- 2.2 Members will also be aware that the Council has to designate a member of staff as the Monitoring Officer.
- 2.3 The designation of an officer as the Monitoring Officer needs to be done by full Council. The Council's Constitution provides that the Head of Legal Services post will be the Monitoring Officer however for the avoidance of doubt the Council is asked to make the appointments mentioned above.

The Contact Officer for this report is Steve Maxey (01827 719438).

NORTH WARWICKSHIRE BOROUGH COUNCIL

**MINUTES OF THE
PLANNING AND DEVELOPMENT BOARD**

4 March 2024

Present: Councillor Simpson in the Chair

Councillors Bates, Bell, Chapman, Clews, Dirveiks, Fowler, Hayfield, Hobley, Humphreys, Jarvis, Melia, Parsons, H Phillips and Whapples

Apologies for absence were received from Councillors Gosling (Substitute Whapples), Ridley (Substitute Melia) and Reilly (Substitute Clews) and Ririe

Also in attendance were Councillors Osborne and D Wright. With the permission of the Chairman, Councillor Wright spoke on Minute No 80g - Application No PAP/2023/0071 (Land 800 Metres South Of Park House Farm, Meriden Road, Fillongley)

77 Disclosable Pecuniary and Non-Pecuniary Interests

Councillor Whapples declared a non pecuniary interest in Minute No 80h - Application No PAP/2021/0663 (Land on The North East of J10 M42, Dordon/A5, Polesworth).

Councillor Melia declared a non-pecuniary interest in Minute No 80h - Application No PAP/2021/0663 (Land on The North East of J10 M42, Dordon/A5, Polesworth) - by reason of being a Dordon Parish Councillor and involved in the Dordon Neighbourhood Plan Working Group.

Councillor Parson declared a non-pecuniary interest in Minute No 80h - Application No PAP/2021/0663 (Land on The North East of J10 M42, Dordon/A5, Polesworth) - by reason of being a Polesworth Parish Councillor.

78 Minutes

The minutes of the meeting of the Planning and Development Board held on 5 February 2024, copies having previously been circulated, were approved as a correct record, and signed by the Chairman.

Note: Due to the number of members of the public who had attended in relation to the Applications at Minute Nos 80g and 80h below the Chairman proposed, and the Board agreed, to consider those items first.

Councillor Simpson vacated his position as Chair for Minute No 80g to speak as the ward Member for Fillongley. Councillor Bell acted as Chair.

79 Consultation on Strengthening Planning Policy for Brownfield Development

The Chief Executive advised Members of a consultation by Government on “Strengthening planning policy for brownfield development”, sought support for comments made in his report, and any further comments on the consultation.

Resolved

- a That the comments in the report of the Chief Executive be supported; and**
- b That the report, along with comments made by Members at the meeting, be sent as the Council’s response on the consultation.**

80 Planning Applications

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

Resolved:

- a That Application No PAP/2022/0606 (22, Church Lane, Middleton, B78 2AW) be granted subject to the conditions set out in the report of the Head of Development Control;**

[Speaker: James Beamish]

- b That Application No PAP/2023/0056 (Land At Junction Lichfield Road, Watton Lane, Water Orton) be granted subject to the substitution of the plan at Appendix B in the plans condition number 2 as set out in Appendix A and the substitution of Condition 14 in that Appendix as per the conditions set out in the report of the Head of Development Control;**

- c That Application No PAP/2023/0439 (Land Between Holmfield And Oakdene, Bennetts Road North, Corley, Warwickshire) be refused for the reasons set out in the report of the Head of Development Control;**

[Speaker: Dereck Beverley]

- d That Application No PAP/2023/0110 (Mill Field Farm, Mill Lane, Fillongley, CV7 8EE) be refused for the reasons set out in the report of the Head of Development Control;**

[Speaker: Helen Lazenby]

- e That Application No PAP/2023/0461 (Land to the rear Of 113 And 115, Victoria Road, Hartshill) be granted subject to the conditions set out in the report of the Head of Development Control;

[Speaker: Sarah Hall Craggs]

- f That Application No PAP/2023/0488 (Woodstock, 19, Cottage Lane, Whitacre Heath, Coleshill, B46 2EJ) be granted subject to the to the receipt of the Unilateral Undertaking and conditions set out in the report of the Head of Development Control;

- g That Application No PAP/2023/0071 (Land 800 Metres South Of Park House Farm, Meriden Road, Fillongley) be deferred to enable further consultation with the Fillongley Flood Group, the Lead Local Flood Authority and the applicant, together with inviting the applicant to consider additional landscape mitigation.

[Speakers: Adrian White, Katherine France and Lee Adams]

- h That in respect of Application No PAP/2021/0663 (Land on The North East of J10 M42, Dordon/A5, Polesworth) Members confirmed that, had they been able to determine the planning application, they would have resolved to refuse planning permission for the reasons set out in the report of the Head of Development Control.

[Speakers: John Winter and Emelia Spilsbury]

81 Appeal Update

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

Resolved:

That the report be noted.

M Simpson
Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

8 April 2024

Present: Councillor Simpson in the Chair

Councillors Bates, Bell, Chapman, Clews, Dirveiks, Farrow, Fowler, Hayfield, Hobley, Humphreys, Jarvis, Parsons, H Phillips, and O Phillips

Apologies for absence were received from Councillors Gosling (Substitute Farrow) and Reilly (Substitute Clews), Ririe (Substitute O Phillips) and Ridley

82 **Disclosable Pecuniary and Non-Pecuniary Interests**

Councillor Humphreys declared a non-pecuniary interest in Minute No 84c – Application No CON/2024/0006 (Coleshill Quarry, Gorse Lane, Coleshill, B46 1JU) and Minute No 84e - Application No CON/2024/0007 (Warton Nethersole C Of E Primary School, Maypole Road, Warton, Tamworth, B79 0HP) by reason of being a Warwickshire County Councillor.

Councillor Simpson extended his congratulations and thanks on behalf of the Board to Jeff Brown, the Head of Planning and Development, for completing fifty years with the Authority.

83 **Minutes**

The minutes of the meeting of the Planning and Development Board held on 4 March 2024, copies having previously been circulated, were approved as a correct record, and signed by the Chairman.

84 **Planning Applications**

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

Resolved:

- a **That Application No PAP/2024/0007 (81, Castle Road, Hartshill, Nuneaton, CV10 0SG) be granted subject to conditions to be determined by the Head of Development Control in consultation with Chairman and Opposition Spokesperson;**
- b **That in respect of Application No PAP/2024/0090 (Cole End Park and Nature Reserve adjacent to, 2, Old Mill Road, Coleshill, B46 1BG) work may proceed subject to**

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

- c That in respect of Application No CON/2024/0006 (Coleshill Quarry, Gorse Lane, Coleshill, B46 1JU) the Council has no objection to the proposal as set out in the report of the Head of Development Control but recommends that an additional condition be added regarding the need to keep roads clean;**
- d That Application No PAP/2022/0564 (Heath House, 27, Birmingham Road, Whitacre Heath, Coleshill, B46 2ET) be granted subject to the conditions set out in the report of the Head of Development Control;**
- e That in respect of Application No CON/2024/0007 (Warton Nethersole C Of E Primary School, Maypole Road, Warton, Tamworth, B79 0HP) the Council fully supports the proposals set out in the report of the Head of Development Control also requesting that the County satisfies itself that the proposals are sufficient for projected need as well as existing need and that if a permission is granted, work commences immediately; and**
- f That, subject to the resolution of matters relating to ecological, noise and lighting impacts, to the satisfaction of the County Ecologist and the Borough Environmental Health Officer, Application No PAP/2023/0252 (Stonebridge Golf Centre, Somers Road, CV7 7PL) be supported in principle, and subsequently be granted subject to conditions agreed in consultation with Chairman and Opposition Spokesperson.**

85 Permitted Development Changes

The Head of Development Control brought Members up to date on confirmation of changes to the Permitted Development Order, the subject of a consultation last year, and drew attention to a further round of consultation for more changes to that Order.

Resolved:

That the report be noted.

86 **An Accelerated Planning System**

The Head of Development Control informed Members of a recent Government consultation paper on measures that it was proposing in order to “accelerate” the planning system by tightening Performance Indicators.

Resolved:

That the comments in the report of the Head of Planning and Development Control be forwarded to the Department of Housing and Local Government.

87 **Tree Preservation Order Land East of Chase Cottage, Purley Chase Lane, Mancetter**

A Tree Preservation Order (TPO) had been placed on 20 trees located on Chase Cottage, Purley Chase Lane, Mancetter. It came into force on 15 December 2023 and lasts six months until 15 June 2024. Representations to the TPO were required by the 2 February 2024. The Head of Development Control sought to make the Order permanent following the consultation exercise.

Resolved:

That the Tree Preservation Order for the protection of the trees located with minor modifications at Chase Cottage, Purley Chase Lane, Mancetter be confirmed.

88 **Appeal Update**

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

Resolved:

That the report be noted.

M Simpson
Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

21 May 2024

Present: Councillor Bell in the Chair

Councillors Bates, Chapman, Davey, Dirveiks, Fowler, Gosling, Hayfield, Hobley, Humphreys, Jarvis, Melia, Parsons, H Phillips, Ririe and Smith

Apologies for absence were received from Councillors Ridley (Substitute Melia), Riley (Substitute Davey) and Simpson (Substitute Smith)

In the absence of the Chair and Vice-Chair it was proposed by Councillor Bates and seconded by Councillor Fowler that Councillor Bell chair the meeting.

1 **Disclosable Pecuniary and Non-Pecuniary Interests**

Councillor Hobley declared a non-pecuniary interest in Minute No 5b – Application No PAP/2024/0134 (Cow Lees Nursing Home, Asley Lane CV12 0NF) by reason of having a parent being considered for a place at the nursing home and took no part in the discussion or voting thereon.

2 **Minutes**

The minutes of the meeting of the Planning and Development Board held on 8 April 2024, copies having previously been circulated, were approved as a correct record, and signed by the Chairman.

3 **Introduction of Charging Fee Schedule for Self and Custom Build Register**

The Chief Executive sought agreement to introduce a fee charging structure for entry onto North Warwickshire Borough's Council's Self-build and Custom Housebuilding Register and a further charge to remain on the Register on an annual basis.

Resolved:

- a That the introduction of a charging structure for entry onto the Self-Build and Custom Housebuilding Register, and a further charge to remain on the Register on an annual basis, be approved;**
- b That the operation of the Register, including the scale of the fees, be kept under review and monitored; and**

- c That comments and observations Members made towards the approach being undertaken for charging for inclusion on the Council's Self and Custom Build Register be noted.**

4 South Staffordshire Council Local Plan Review – Publication Plan (Pre-Submission plan) Regulation 19 consultation April 2024

The Chief Executive sought Members' agreement for comments on South Staffordshire District Council's Regulation 19 (Pre-Submission) Local Plan consultation.

Resolved:

- a That the comments on the South Staffordshire Local Plan review, Regulation 19 consultation be agreed;**
- b That the Regulation 19 Pre-Submission plan in relation to the focus on and allocations proposed towards addressing Strategic Employment needs be supported;**
- c That the objection, concerns and the Council's disappointment in the reduction made towards addressing the wider unmet housing needs of the GBBCHMA be raised; and**
- d That additional comments and points raised by Members at the Planning and Development Board be included.**

5 Planning Applications

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

Resolved:

- a That in respect of Application No PAP/2024/0059 (32, Sycamore Avenue, Polesworth, Tamworth, B78 1NE) the Board confirms the conditional grant of planning permission in this case;**
- b That in respect of Application No PAP/2024/0134 (Cow Lees Nursing Home, Astley Lane, CV12 0NF) the report be noted;**
- c That Application No PAP/2024/0029 (Millfield, Common Lane, Corley, CV7 8AQ) be granted subject to the conditions set out in the report of the Head of Development Control;**
- d That Application No PAP/2023/0567 (Land 500 Metres South East Of Lea Marston Shooting Club, Haunch Lane, Lea Marston) be approved subject to the finalisation of a Section 106 agreement in respect of matters (a) and (b) below and that**

the final wording of conditions be delegated to the Chairman and Opposition Spokesperson.

- a) the delivery of the noise bunds and associated works; and**
- b) requirements for landscape, drainage and ecological mitigation outside of the application area.**

[Speakers: Kevin Oakley, Guy Breedon and Clive Bentley]

6 Appeal Update

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

Resolved:

That the report be noted.

7 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.

8 Tree Preservation Order

The Head of Development Control sought authority for the protection of trees through the making and confirmation of a Tree Preservation Order.

Resolved:

- a That a Tree Preservation Order be made;**
- b That consultation be undertaken and that in the event of an objection being received to the Order, the matter be referred back to the Board, but that if no objections are received the confirmation of making an Order be delegated to Officers, in consultation with the Chairman, the Opposition Spokesperson and the local Members; and**
- c That a report confirming the Order be brought back to the Board.**

M Simpson
Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE PLANNING AND DEVELOPMENT BOARD

10 June 2024

Present: Councillor Simpson in the Chair

Councillors Bates, Bell, Chapman, Dirveiks, Fowler, Hayfield, Hobley, Humphreys, Parsons, H Phillips, O Phillips, Ridley, Ririe, Smith and Watson

Apologies for absence were received from Councillor Reilly (Substitute Councillor Watson), Ray Jarvis (Substitute Councillor Smith) and Councillor Gosling (Substitute Councillor O Phillips)

9 **Disclosable Pecuniary and Non-Pecuniary Interests**

Councillors Parsons and Ridley declared a non-pecuniary interest in Minute No 12a – Application No PAP/2024/0078 (Land north of Ivy Cottage, Freasley Common, Dordon) by reason of being members of Polesworth and Dordon Parish Councils and took no part in the discussion or voting thereon.

Councillor Humphreys declared a non-pecuniary interest in Minute No 12a – Application No PAP/2024/0078 (Land north of Ivy Cottage, Freasley Common, Dordon) by reason of knowing the applicant and took no part in the discussion or voting thereon.

10 **Minutes**

The minutes of the meeting of the Planning and Development Board held on 21 May 2024, copies having previously been circulated, were approved as a correct record, and signed by the Chairman.

11 **Submission of Polesworth Neighbourhood Plan for Public Consultation**

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

Resolved:

That the Polesworth Neighbourhood Plan be publicised for a six – week public consultation.

12 **Planning Applications**

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

Resolved:

- a That Application No PAP/2024/0078 (Land north of Ivy Cottage, Freasley Common, Dordon) be deferred and to return to the next Planning and Development Board with more details in respect of clarification of the plans as submitted and alleged breaches of planning control**
- b That Application No PAP/2018/0755 (Land to east of Former Tamworth Golf Course, North of Tamworth Road – B5000 and west of M42, Alvecote) be noted.**

13 **Appeal Update**

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

Resolved:

That the report be noted.

M Simpson
Chairman

NORTH WARWICKSHIRE BOROUGH COUNCIL

**MINUTES OF THE
RESOURCES BOARD**

11 March 2024

Present: Councillor Symonds in the Chair

Councillors Barnett, Chapman, Clews, Davey, Hayfield
Humphreys, Parsons, O Phillips, Ririe Simpson and Stuart

Apologies for absence were received from Councillors Taylor
(Substitute Councillor Ririe) and Watson (Substitute Councillor
Hayfield)

35 Disclosable Pecuniary and Non-Pecuniary Interests

None were declared at the meeting.

36 Minutes of the Resources Board held on 29 January 2024.

The minutes of the Resources Board held on 29 January 2024, copies having
been previously circulated, were approved as a correct record and signed by
the Chairman.

37 Internal Audit Plan 2024/25

The Interim Corporate Director – Resources (Section 151 Officer) set out the
proposed Internal Audit Plan for 2024/25.

Resolved:

**That the Internal Audit Plan for 2024/25, attached at Appendix A to
the report of the Interim Corporate Director – Resources (Section
151 Officer), be approved.**

38 Irrecoverable Debts

The Interim Corporate Director – Resources (Section 151 Officer) gave detail
of debts to Members which were considered to be irrecoverable.

Resolved:

**a That the debts detailed in Appendix A to the report of the
Interim Corporate Director – Resources (Section 151 Officer)
be approved for write off;**

**b That the total Irrecoverable non-Domestic Rates Debts
totalling £213,844.36 be approved for write off; and**

- c That a report on the Recovery process and debts outstanding is presented to members at a future meeting**

39 Treasury Management

The Interim Corporate Director – Resources (Section 151 Officer) outlined the Treasury Management Strategy, Minimum Revenue Provision Policy Statement and Investment Strategy for 2024/25.

Resolved:

- a That the clauses set out in Paragraph 3.5 of the report of the Interim Corporate Director – Resources (Section 151 Officer) be adopted; and**
- b That the proposed strategies for 2024/25 be approved.**

40 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.

41 Request to Purchase Land

The interim Corporate Director - Streetscape detailed a request to purchase land.

Resolved:

That recommendations a, b and c as set out in the report of the Corporate Director - Streetscape be approved.

42 Land Sale

The Interim Corporate Director – Streetscape requested the Board to consider the future usage of a plot of land.

Resolved:

That recommendation a as set out in the report of the interim Corporate Director (Streetscape) be approved.

43 Confidential Extracts of the minutes of the Resources Board held on 29 January 2024.

The confidential extract of the minutes of the Resources Board held on 29 January 2024, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

Councillor Symonds
Chair

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE RESOURCES BOARD

3 June 2024

Present: Councillor Symonds in the Chair

Councillors Barnett, Chapman, Clews, Davey, Humphreys, Parsons, H Phillips, O Phillips, Smith, Stuart and Watson

An apology for absence was received from Councillors Simpson (Substitute Councillor Smith) and Taylor (Substitute Councillor H Phillips)

1 **Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

2 **Minutes of the Resources Board held on 11 March 2024.**

The minutes of the Resources Board held on 11 March 2024, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

3 **Haunchwood Sports Junior Football Club and Ansley Workshops Sports Ground**

The Director of Leisure and Community Development sought the Board's approval to enter into a long-term lease with Haunchwood Sports Junior Football Club, through which it could assume responsibility for the management and maintenance of Ansley Workshops Sports Ground and secure its engagement in the national Home Advantage Programme, through which a 100% grant of up to £250,000 was available to help improve the site.

Resolved:

That the proposal to enter into a long-term lease with Haunchwood Sports Junior Football Club, through which it could assume responsibility for the management and maintenance of Ansley Workshops Sports Ground, be approved, and that the terms of the draft lease, as attached at Appendix B to the report of the Director of Leisure and Community Development, be used as the basis for negotiation of the final agreement with the Junior Football Club.

4 **Council Tax – Discretionary Reduction in Liability S13A Policy**

The Interim Corporate Director – Resources (Section 151 Officer) presented the Council Tax – Discretionary Reduction in Liability S13A policy detailed in Appendix a to her report, for Members’ approval.

Resolved:

That the Council Tax – Discretionary Reduction in Liability S13A policy, attached as Appendix A to the report of the Interim Corporate Director Resources (Section 151 Officer), along with a budget of £10,000 funded from the New Burdens specific earmarked reserve fund, be approved.

5 **Internal Audit Annual Report 2023-24**

The Interim Corporate Director – Resources (Section 151 Officer) presented the Head of Internal Audit’s Annual Opinion Report (Head of Central Midlands Audit Partnership CMAP), which included a statement on conformance with the Public Sector Internal Audit Standards (PSIAS); the Head of Internal Audit’s opinion on the overall adequacy and effectiveness of NWBC’s framework of governance, risk management and control; and a summary of the work that supported that opinion.

Resolved:

- a That the findings of an assessment of the internal audit function against the PSIAS and quality assurance programme be noted;**
- b That the summary of internal audit work, attached as Appendix A to the report of the Interim Corporate Director – Resources (Section 151 Officer), which supports the Head of Internal Audit’s opinion, be noted; and**
- c That the Head of Internal Audit’s overall opinion on the control environment, detailed in Appendix A to the report of the Interim Corporate Director – Resources (Section 151 Officer), be noted.**

6 **Members’ Allowance 2023/24**

The Interim Corporate Director – Resources (Section 151 Officer) advised Members of the allowances paid for 2023/24 and the amounts paid to Members under the Members’ Allowance Scheme which the Council had a duty to publish.

Resolved:

That the report be noted.

7 Environmental Health and Private Sector Housing Enforcement Policy

The Director of Housing introduced an updated Environmental Health and Private Sector Housing Enforcement Policy, together with associated policies, to enable robust and fair regulation of matters relating to Environmental Health and Private Sector Housing.

Resolved:

- a That the draft Environmental Health and Private Sector Housing Enforcement Policy, attached as Appendix A to the report of the Director of Housing, be approved; and**
- b That a 4-week consultation period be approved and the draft Environment Health and Private Housing Enforcement Policy brought back to the Board for either:**
 - i approval without modification, subject to no relevant objections being received; or**
 - ii approval after modification, subject to relevant objections being considered.**

8 Housing Ombudsman Service – Statutory Complaints Handling Code

The Director of Housing asked the Board to consider the revised complaints policy for its domestic stock and to comment on how the Housing Division was handling complaints received about the service.

Resolved

- a That the revised complaints handling policy for the Council’s services to its tenants be agreed and adopted;**
- b That the report about the complaints received during 2023-2024 be considered; and**
- c That the completed self assessment against the Code of requirements be approved.**

9 Social Housing Regulator – Tenant Satisfaction Measures

The Director of Housing provided the Board with information about the Social Housing Regulator’s requirement for the Council to provide an annual return for performance measures specified in the Social Housing (Regulation) Act 2023.

Resolved

That the contents of the report be noted and that the Tenant Satisfaction Measures be published on the Council's website.

10 **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.

11 **Garage Site**

In consultation with the Board the item was deferred for further consideration at a future meeting of the Board.

12 **Vacant Property Repairs**

The Director of Housing provided the Board with information about a vacant property that required extensive work.

Resolved:

That recommendations a and b, as set out in the report of the Director of Housing be noted and agreed.

13 **Property Adaptation – Warton**

The Director of Housing provided the Board with information about a recommendation which had been received to provide an adaptation for a disabled person who lived in Council owned accommodation.

Resolved:

That recommendations a and b as set out in the report of the Director of Housing be noted and agreed.

14 **Update on Council Tax and Business Rates Recovery**

Following a request from Members of the Resources Board in March 2024, the Interim Corporate Director – Resources (Section 151 Officer) provided Members with an update on Council Tax and Business Rates Recovery activity including the current collection rates.

Resolved

That the report be noted.

15 **Land Austrey – Options**

Following a report presented to the meeting of the Resources Board held on 11 March 2024, on the future usage of a plot of land owned by the Council, as request, the Interim Corporate Director – Streetscape tabled a further report including other land use options on the site.

Resolved:

That the item be deferred for further consideration at a future meeting of the Board.

16 **Confidential Extract of the minutes of the Resources Board held on 11 March 2024.**

The confidential extract of the minutes of the Resources Board held on 11 March 2024, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

Councillor Symonds
Chair

NORTH WARWICKSHIRE BOROUGH COUNCIL

**MINUTES OF THE
EXECUTIVE BOARD**

18 March 2024

Present: Councillor D Wright in the Chair

Councillors Bell, Clews, Dirveiks, Gosling, Hayfield, Parsons, H Phillips, Ridley, Simpson, Symonds and Whapples.

Apologies for absence were received from Councillor Reilly (Substitute Councillor Hayfield).

68 Declarations of Personal or Prejudicial Interest

None were declared at the meeting.

69 Minutes of the Executive Board held on 12 February 2024

The minutes of the meeting of the Board held on 12 February 2024, copies having been circulated, were approved as a correct record and signed by the Chairman.

70 Annual Governance Statement 2022/23

The Interim Corporate Director – Resources (Section 151 Officer) presented the Annual Governance Statement for 2022/23 which was prepared by the previous Section 151 officer in March 2023 but was not presented for approval by Members.

Resolved:

- a That the Annual Governance Statement for 2022/23 be approved; and**
- b That a report identifying the numbers of people watching the live broadcast and the issues of Member and Officer safety be brought back to Executive Board by the Chief Executive.**

71 Corporate Plan Performance Update

The Chief Executive asked the Board to note the Corporate Plan Performance Update and identify any areas where further information was required.

Resolved:

That the report be noted.

72 Corporate Plan 2024-27

The Chief Executive proposed the adoption of the revised Corporate Plan for 2024-27 as set out in his report.

Resolved:

- a That the key issues and actions, set out within the report of the Chief Executive, together with the addition of road safety issues relating to dangerous junctions be included in the Corporate Plan 2024-27;**
- b That delegated authority to finalise the format of the Plan be given to the Chief Executive; and**
- c That the suggestion with regard to a Levelling Up Board be noted and agreed.**

73 Calendar of Meetings 2024/25

The Chief Executive sought approval for a change to the date of the Annual Council meeting from Wednesday, 15 May 2024, to Thursday, 9 May 2024.

Resolved:

That the date of the Annual Council Meeting be changed from Wednesday, 15 May 2024 to Thursday, 9 May 2024.

74 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.

75 Planning Inquiry

The Head of Development Control reported on anticipated cost of a forthcoming Planning Inquiry.

Resolved:

That the approach, as set out in the report of the Head of Development Control, be confirmed.

76 Exempt Extract of the minutes of the Executive Board held on 12 February 2024

The exempt extract of the minutes of the Executive Board held on 12 February 2024, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

D Wright
CHAIR

NORTH WARWICKSHIRE BOROUGH COUNCIL

**MINUTES OF THE
COMMUNITY AND ENVIRONMENT BOARD**

25 March 2024

Present: Councillor A Wright in the Chair.

Councillors Bell, Fowler, Gosling, Hobley, Jackson, Jarvis, Jenns, Melia, H Phillips, Smith, Symonds, Turley and Whapples

An apology for absence was received from Councillor Singh (Substitute Councillor Symonds)

Also in attendance were Councillor Humphreys who, with the permission of the Chair, spoke on Minute No 38 (Leisure-related Section 106 Receipts) and Councillor Stuart who, with the permission of the Chair, spoke on Minute No 41 Update on Current and Future Waste Recycling Options.

33 Disclosable Pecuniary and Non-Pecuniary Interests

None were declared at the meeting.

34 Minutes of the Meeting of the Board held on 22 January 2024

The minutes of the meeting held on 22 January 2024, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

35 Leisure Facilities: Service Improvement Plan

The Director of Leisure and Community Development presented for Members' consideration a copy of the approved 2023/24 Service Improvement Plan (SIP), through which the Board had agreed to monitor the operational performance of the leisure facilities. In addition, a draft SIP for the 12 months period commencing from April 2024 was appended for Members' consideration and approval.

Resolved:

- a That the progress made against the requirements identified in the approved 2023/24 Leisure Facilities Service Improvement Plan be noted; and**

- b That the draft Service Improvement Plan, appended to the report of the Director of Leisure and Community Development, against which the operational performance of the leisure facilities will be monitored through to 31 March 2025, be approved.**

36 Atherstone Leisure Complex

The Director of Leisure and Community Development reported, and sought the Board's views, on current leisure services provision at Atherstone Leisure Complex.

Resolved:

That the current position in respect of leisure services provision at Atherstone Leisure Complex be noted.

37 North Warwickshire Green Space and Playing Pitch Strategies – Progress Report

The Director of Leisure and Community Development informed Members of the progress made in respect of delivery against the priorities set out in the North Warwickshire Green Space Strategy (2020 to 2033) and the recently revised and adopted Playing Pitch Strategy (2024 to 2031).

Resolved:

That the progress made in respect of the implementation of the priorities of the North Warwickshire Green Space Strategy (2020 to 2033) and the Playing Pitch Strategy (2024 to 2031) be noted.

38 Leisure-related Section 106 Receipts

The Director of Leisure and Community Development requested that the Board considered and determined the use of a number of leisure-related Section 106 receipts held by the Borough Council.

Resolved:

- a That the use of Section 106 receipts, as identified in section 4.1 of the report of the Director of Leisure and Community Development be approved; and**

Recommendation to the Executive Board

- b That the Board approves a supplementary estimate of up to £223,877 (amended) to be included within the capital programme for the proposed undertakings detailed in section 5.1.2 of the report of the Director of Leisure and Community Development.**

Councillor Bell Joined the meeting.

39 **Financial Assistance to Outside Organisations**

The Director of Leisure and Community Development reported on the Council's Annual Grants scheme for outside organisations and sought determination of the recipient(s) and level of funding, if any, to be awarded in 2024/25.

Resolved:

- a That Members note the work undertaken by North Warwickshire Citizens' Advice in 2023 / 24; and**
- b That financial assistance in the sum of £32,550 be awarded to North Warwickshire Citizens' Advice through the Borough Council's 2024 / 25 Annual Grants scheme and that the grant be administered as identified within the report of the Director of Leisure and Community Development.**

40 **Local Visitor Economy Partnership**

The Director of Leisure and Community Development updated Members on the work being undertaken at a sub-regional level to create a Local Visitor Economy Partnership for Coventry and Warwickshire.

Resolved:

That the work being undertaken to create a Local Visitor Economy Partnership for Coventry and Warwickshire be noted and that the involvement of Officers in the process to represent the interests of North Warwickshire and its tourism businesses be endorsed.

41 **Update on Current and Future Waste Recycling Options**

The Interim Corporate Director - Streetscape identified the forthcoming changes to recycling and refuse collections, as identified by DEFRA and the Simpler Recycling for England reforms.

Resolved:

- a That the information provided within the report of the Interim Corporate Director – Streetscape be noted;**
- b That a detailed options report be provided to Members later in the year; and**
- c That discussion on Appendix B of the report of the Interim Corporate Director – Streetscape be moved into confidential session.**

42 **Minutes of the Health and Wellbeing Working Party**

The minutes of the meeting of the Health and Wellbeing Working Party held on 26 February 2024, copies having been previously circulated, were noted.

43 Minutes of the Climate Change Member Group

The minutes of the meetings of the Climate Change Member Group held on 17 January 2024 and 5 March 2024, copies having been previously circulated, were noted.

44 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.

45 Update on Current and Future Waste Recycling Options

The Interim Corporate Director - Streetscape identified the forthcoming changes to recycling and refuse collections , as identified by DEFRA and the Simpler Recycling for England reforms.

Resolved:

That the information provided in Appendix B of the report of the Interim Corporate Director – Streetscape be noted.

46 EV Charger Installation

The Interim Corporate Director – Streetscape updated Members on EV Charger Installation.

Resolved:

That recommendations 1 and 2, as set out in the report of the Interim Corporate Director - Streetscape, be approved.

Margaret Bell
Chair

NORTH WARWICKSHIRE BOROUGH COUNCIL

MINUTES OF THE COMMUNITY AND ENVIRONMENT BOARD

20 May 2024

Present: Councillor Bell in the Chair.

Councillors Bates, Fowler, Hobley, Jarvis, Melia, Osborne, H Phillips, Ririe, Singh, Symonds, Turley, Whapples and A Wright.

Apologies for absence were received from Councillor Jackson (Substitute Councillor Osborne), Councillor Jenns (Substitute Councillor Symonds) and Councillor Smith (Substitute Councillor Bates).

1 **Disclosable Pecuniary and Non-Pecuniary Interests**

None were declared at the meeting.

2 **Minutes of the Meeting of the Board held on 25 March 2024**

The minutes of the meeting held on 25 March 2024, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

3 **Haunchwood Sports Junior Football Club and Ansley Workshops Sports Ground**

The Director of Leisure and Community Development requested comments from the Board regarding the principle of granting a long-term lease to Haunchwood Sports Junior Football Club, in respect of its security of tenure at Ansley Workshops Sports Ground and in support of its engagement in the national Home Advantage Programme. The report presented an initial draft of the lease for Members' consideration. The final determination of any lease arrangements would be made at a future meeting of the Resources Board.

Resolved:

That the appended draft 25-year lease agreement with Haunchwood Sports Junior Football Club, through which it could assume responsibility for the management and maintenance of Ansley Workshops Sports Ground, be agreed in principle, prior to its consideration at the Resources Board meeting to be held in June 2024.

4 Leisure Facilities: Service Improvement Plan

The Director of Leisure and Community Development presented for Members' consideration a copy of the approved 2024/25 Service Improvement Plan (SIP), through which the Board had agreed to monitor the operational performance of the leisure facilities.

Resolved:

- a That the progress made against the requirements identified in the approved 2024 / 25 Leisure Facilities Service Improvement Plan and its accompanying draft KPI template be noted; and**
- b That the extension of the short-term hire agreement with The Polesworth School, in order to support the hosting of exercise classes, gymnastics and community use sports sessions, be approved.**

5 Minutes of the Health and Wellbeing Working Party

The minutes of the meeting of the Health and Wellbeing Working Party held on 23 April 2024, copies having been previously circulated, were noted.

6 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.

7 Confidential Extract of the minutes of the Community and Environment Board held on 25 March 2024.

The confidential minutes of the Community and Environment Board held on 25 March 2024, copies having been previously circulated, were approved as a correct record and signed by the Chairman.

Margaret Bell
Chair

Agenda Item No 15

Council

19 June 2024

**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 items of business, on the grounds that they involve the likely disclosure of exempt information as defined by Schedule 12A to the Act.

Agenda Item No 16

Tree Preservation Order – Report of the Head of Development Control

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

Agenda Item No 17

Request to Purchase Land – Report of the Interim Corporate Director – Streetscape

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

Land Sale – Report of the Interim Corporate Director – Streetscape

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

Vacant Property Repairs – Report of the Director of Housing

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

Property Adaptation – Warton – Report of the Director of Housing

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

Update on Council Tax and Business Rates Recovery – Report of the Interim Corporate Director – Resources

Paragraph 1 – Information relating to an individual.

Land Austrey – Options – Report of the Corporate Director – Streetscape

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

Agenda Item No 18

Planning Inquiry – Report of the Head of Development Control

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

Agenda Item No 19

Update on Current and Future Waste Recycling Options – Report of the Interim Corporate Director – Streetscape

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

EV Charger Installation – Report of the Interim Corporate Director – Streetscape

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

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 Amanda Tonks (719221)