

**MINUTES OF THE MEETING OF THE
NORTH WARWICKSHIRE BOROUGH COUNCIL
HELD AT THE COUNCIL HOUSE
ON WEDNESDAY 21 FEBRUARY 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.

59 Disclosable Pecuniary and Non-Pecuniary Interests

None were declared at the meeting.

60 Minutes of the Meeting of Council held on 6 December 2023 and the Extraordinary Meeting of the Council held on 8 January 2024

The minutes of the Meeting of the Council held on 6 December 2023 and the Extraordinary Meeting of the Council held on 8 January 2024 were approved as a correct record and signed by the Mayor.

61 Mayor's Announcements

The Mayor announced he had attended:

- The Lord Mayor of Coventry's Festive Civic Heads Dinner;
- Warwickshire Search and Rescue Open Day and new HQ Opening;
- North Warwickshire and South Leicestershire College's Celebration of Achievement;
- Gursewak Trust and the Sikh Heritage Association Warwick & Leamington: The Warwickshire Premiere of the Sikh Soldier; and
- Mayor of Tamworth's Christmas Concert. at St Editha's Church, Tamworth.

62 Questions Pursuant to Standing Order No 7

No questions had been received.

63 Appointment of the Member Responsible for Housing Complaints

The Chief Executive asked the Council to approve the appointment of the 'Member Responsible for Housing Complaints'.

Resolved:

That Councillor Clews be appointed as the Member Responsible for Housing Complaints.

64 Minutes of Planning and Development Board – 11 December 2023, 8 January and 5 February 2024

It was proposed by Councillor Simpson, seconded by Councillor Fowler and

Resolved:

That the minutes of the meetings of the Planning and Development Board held on 11 December 2023, 8 January and 5 February 2024 be approved and adopted.

65 Minutes of Special Sub-Group – 12 December 2023, 9 January and 13 February 2024

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 12 December, 9 January and 13 February 2024 be approved and adopted.

66 Minutes of Community and Environment Board – 22 January 2024

It was proposed by Councillor Bell, seconded by Councillor Fowler and

Resolved:

That the minutes of the meeting of the Community and Environment Board held on 22 January 2024 be approved and adopted;

67 Minutes of Resources Board – 29 January 2024

It was proposed by Councillor Symonds, seconded by Councillor Davey and

Resolved:

That the minutes of the meeting of the Resources Board held on 29 January 2024 be approved and adopted.

68 Minutes of the Alcohol and Gambling Licensing Committee – 30 January 2024

It was proposed by Councillor Jenns, seconded by Councillor Bates and

Resolved:

That, subject to it being noted that Councillor Stuart was also in attendance at the meeting, the minutes of the meeting of the Alcohol and Gambling Licensing Committee held on 30 January 2024 be approved and adopted.

69 **Minutes of the Taxi and General Licensing Committee – 30 January 2024**

It was proposed by Councillor Jenns, seconded by Councillor Bates and

Resolved:

That the minutes of the meeting of the Taxi and General Licensing Committee held on 24 January 2023 be approved and adopted.

70 **Minutes of the Local Development Framework Sub-Committee – 31 January 2024**

It was proposed by Councillor Simpson, seconded by Councillor Ridley and

Resolved:

That the minutes of the meeting of the Local Development Framework Sub-Committee held on 31 January 2024 be approved and adopted; and

71 **Minutes of the Executive Board – 12 February 2024**

In moving the minutes of the meeting Councillor D Wright, seconded by Councillor Symonds, gave notice of an amendment to the motion comprising Minute No 56 (General Fund Revenue Estimates Summary 2023/24 Revised and Tax Set 2024/25).

Councillor Gosling, seconded by Councillor Taylor, gave notice of her proposed amendment to Minute No 56 (General Fund Revenue Estimates Summary 2023/24 Revised and Tax Set 2024/25).

Minute No 56 – General Fund Revenue Estimates Summary 2023/24 and Tax Set 2024/25

It was proposed by Councillor Gosling and seconded by Councillor Taylor that recommendation **a** is replaced by the following:

- ai That the revised revenue estimates for 2023/24 and the revenue estimates for 2024/25 be approved as amended in (Appendix D1 attached) including growth included in the table below and the use of earmarked reserves, be approved:

| Ref | Growth (one off) | 2024/25 |
|------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| L1 | Polesworth New Leisure Facility - £3m currently in capital programme & £500k S106 (to be funded by Business Rates Fluctuation Reserve.) | 2,000,000 |
| L2 | Atherstone Leisure Centre – additional funding for emergency works/contingency and progressing new facility (to be funded from Business Rates Fluctuation Reserve) | 750,000 |
| L3 | To trial a reduction in the cost of car park season tickets from £600 to £200 (to be funded from the Business Rates Reserve) | 4,800 |
| L4 | To provide initial funding for the set up costs of a Local Housing Trading Company (to be funded from the Business Rates Reserve) | 500,000 |
| L5 | Trial increased cleaning across the Borough (to be funded from the Business Rates Reserve) | 100,000 |
| L6 | To trial provision of One Stop Shops to improve accessibility to services, such as Safer Communities, Financial Inclusion, Small Business Support (to be funded from specific reserve funds – Crime & Disorder, Public Health, New Initiatives and New Burdens) | 139,000 |
| L7 | To provide funding to purchase an EV vehicle to start the programme of purchasing reduced carbon vehicles when replacing the Councils fleet (to be funded from the Business Rates Reserve) | 10,000 |
| L8 | Funding to purchase 3 additional Air Quality Monitoring machines for Dordon and Polesworth roundabouts. (to be funded from the Business Rates Reserve) | 9,000 |
| L9 | Community OP Fund to support groups (to be funded from Business Rates Fluctuation Reserve) | 50,000 |
| L10 | Double the funds in the Invest to Save reserve specifically aimed at Asset Management (to be funded for the Business Rates Fluctuation Reserve) | 1,000,000 |
| L11 | Dordon Pump Track and associated Leisure Facilities (to be funded from Business Rates Fluctuation Reserve) | 100,000 |
| L12 | Councillor Community Grants is for Councillors to use for their communities, £15,000 per ward. (to be funded from Business Rates Fluctuation Reserve) | 255,000 |
| L13 | High Street Grant fund for businesses, A grant scheme for businesses in the borough to apply for grant funding towards things such as shop fronts etc (to be funded from the Business Rates Reserve) | 100,000 |
| L14 | Changing Rooms Condition surveys The borough Council owns 4 grounds with pavillions, this funding is to complete the condition survey work on each facility (to be funded from the Business Rates Reserve) | 7,000 |
| L15 | Civic Awards to fund staff costs to coordinate and organise event (to be funded from the Business Rates Reserve) | 2,000 |
| | TOTAL (Business Rate Fluctuation Reserve £4,887,800, Other Specific Reserves Crime & Disorder £18,000, Public Health £1,000, New Initiatives £70,000 and New Burdens £50,000. | 5,026,800 |

- ci That a Band D Council Tax increase of 0% for 2024/25 be approved; (see amended Appendix Ci)
- f2i **That the Council Tax Requirement for the Council's own purposes for 2024/25 (excluding Parish precepts) is £5,004,953.00;**
- f3i **That the following amounts be calculated by the Council for the year 2024/25, in accordance with Sections 31 to 36 of the Act:-**
 - a £44,887,649.27 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils,
 - b £38,618,380.00 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act,
 - c £6,269,269.27 being the amount by which the aggregate at g3(a) above exceeds the aggregate of f3(b) above, calculated by the Council, in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year (item R in the formula in section 31B of the Act),
 - d £286.67 being the amount at f3(c) above (Item R), all divided by Item T (g1(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish Councils),
 - e £1,264,313.27 being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act (as per the attached Appendix B).
 - f £228.86 being the amount of f3(d) above, less the result given by dividing the amount at f3(e) above by Item T (f1(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.
- f5i **That the Council, in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, hereby sets the aggregate amounts shown in the table below as the amounts of Council Tax for 2024/25 for each part of its area and for each of the categories of dwellings.**

| Precepting Authority | Valuation Bands | | | | | | | |
|----------------------------------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| | A £ | B £ | C £ | D £ | E £ | F £ | G £ | H £ |
| North Warwickshire BC | 152.57 | 178.00 | 203.43 | 228.86 | 279.72 | 330.58 | 381.43 | 457.72 |
| Warwickshire CC | 1,007.43 | 1,175.34 | 1,343.24 | 1,511.15 | 1,846.96 | 2,182.78 | 2,518.58 | 3,022.30 |
| Warwickshire CC – Adult Social care | 150.03 | 175.03 | 200.04 | 225.04 | 275.05 | 325.05 | 375.07 | 450.08 |
| Warwickshire Police Auth. | 193.14 | 225.33 | 257.52 | 289.71 | 354.09 | 418.47 | 482.85 | 579.42 |
| Aggregate of Council Tax Requirements | 1,503.17 | 1,753.70 | 2,004.23 | 2,254.76 | 2,755.82 | 3,256.88 | 3,757.93 | 4,509.52 |

recommendations d, e, f1, f4 and f6 remain as set out

Note for Information

The impact of the proposals on balances is shown below. If nothing else changed at 2027/28 balances would go below the recommended minimum level of General fund Balances is £1.2m. This does not make the 2024/25 an unviable budget but does require the MTFS to be reviewed.

Revised Medium Term Financial Forecast (with Amendments)

| | 2023/24 Revised £000 | 2024/25 Estimate £000 | 2025/26 Estimate £000 | 2026/27 Estimate £000 | 2027/28 Estimate £000 |
|----------------------------------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| Net Service Expenditure | 11,977 | 13,399 | 13,020 | 13,388 | 13,705 |
| Investment Income | (1,300) | (1,094) | (642) | (652) | (547) |
| Financing Adjustment | (1,006) | (781) | (795) | (648) | (670) |
| Requirement to reduce expenditure - 25/26 | 0 | 0 | (500) | (500) | (500) |
| Requirement to reduce expenditure - 26/27 | 0 | 0 | 0 | (500) | (500) |
| Requirement to reduce expenditure - 27/28 | 0 | 0 | 0 | | (1,000) |
| Net Expenditure | 9,671 | 11,524 | 11,083 | 11,088 | 10,488 |
| Council Tax | (4,986) | (5,005) | (5,206) | (5,442) | (5,689) |
| NDR - Baseline | (1,994) | (2,106) | (2,710) | (2,753) | (2,808) |
| NDR - Additional rates | (4,967) | (5,119) | 0 | 0 | 0 |
| Section 31 Grant - business rate multiplier | (340) | (375) | 0 | 0 | 0 |
| RSG | (81) | (86) | (89) | (90) | (92) |
| New Homes Bonus | (519) | (192) | 0 | 0 | 0 |
| Services Grant | (78) | (13) | (59) | (59) | (59) |
| Funding Guarantee Grant | (312) | (824) | 0 | 0 | 0 |
| Collection Fund (Surplus) / Deficit | (74) | 13 | (25) | (27) | (29) |

| | | | | | |
|--------------------------------------------|----------------|----------------|----------------|----------------|--------------|
| Use of / (Contribution to) Balances | (3,679) | (2,183) | 2,994 | 2,717 | 1,811 |
| Balances at the Year End | (6,064) | (8,247) | (5,253) | (2,536) | (725) |

In accordance with Standing Order No 11(3) the recorded vote was as follows:

For – Barnett, Chapman, Dirveiks, Farrow, Gosling, Hobley, Jackson, Osborne, Parsons, H Phillips, O Phillips, Ririe, Stuart, Taylor, Turley, Whapples.

Against – Bates, Bell, Clews, Davey, Fowler, Hayfield, Humphreys, Jarvis, Jenns, Melia, Ridley, Simpson, Singh, Smith, Watson, A Wright, D Wright.

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

It was proposed by Councillor D Wright and seconded by Councillor Symonds that recommendation **a** is replaced by the following:

- ai That the revised revenue estimates for 2023/24 and the revenue estimates for 2024/25 be approved including growth included in the table below and the use of earmarked reserves, be approved:

| Ref | Growth (one off) | 2024/25 |
|------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|
| G1 | Commitment to deliver new Leisure Facilities in Polesworth and Atherstone. A budget of £3m is in the capital programme to deliver a new facility at Polesworth, plus approx £500k in S106 income, with more expected based on future development. Alongside this £3m is in the budget for Atherstone leisure centre, an additional £750,000 will be included for the costs of working up proposals to provide a new leisure facility (to be funded by Business Rates Fluctuation Reserve.) | 2,250,000 |
| G2 | Dordon Pump Track and associated Leisure Facilities (to be funded from Business Rates Fluctuation Reserve) | 100,000 |
| G3 | Councillor Community Grants is for Councillors to use for their communities, £15,000 per ward. (to be funded from Business Rates Fluctuation Reserve) | 255,000 |
| G4 | Increased Street Cleaning across the Borough (to be funded from Business Rates Fluctuation Reserve) | 125,000 |
| G5 | High Street Grant fund for businesses, A grant scheme for businesses in the borough to apply for grant funding towards things such as shop fronts etc (to be funded from the Business Rates Reserve) | 100,000 |
| G6 | Civic Awards (to be funded from the Business Rates Reserve) | 25,000 |
| G7 | Changing Rooms Condition surveys The borough Council owns 4 grounds with pavillions, this funding is to complete the condition survey work on each facility (to be funded from the Business Rates Reserve) | 7,000 |
| G8 | Further detailed survey analysis. (to be funded from the Business Rates Reserve) | 15,000 |
| | TOTAL | 2,877,000 |

recommendations c, d, e, f1, f2, f3, f4,f5 and f6 remain as set out

Note for Information

The impact of the proposals on balances is shown below, there are no changes to the MTFS as the growth is all from the specific Business Rates Fluctuation Reserve fund.

Revised Medium Term Financial Forecast (with Amendments)

| | 2023/24 Revised £000 | 2024/25 Estimate £000 | 2025/26 Estimate £000 | 2026/27 Estimate £000 | 2027/28 Estimate £000 |
|----------------------------------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| Net Service Expenditure | 11,977 | 13,399 | 13,020 | 13,388 | 13,705 |
| | | | | | |
| Investment Income | (1,300) | (1,094) | (642) | (652) | (547) |
| Financing Adjustment | (1,006) | (781) | (795) | (648) | (670) |
| Requirement to reduce expenditure - 25/26 | 0 | 0 | (500) | (500) | (500) |
| Requirement to reduce expenditure - 26/27 | 0 | 0 | 0 | (500) | (500) |
| Requirement to reduce expenditure - 27/28 | 0 | 0 | 0 | | (1,000) |
| Net Expenditure | 9,671 | 11,524 | 11,083 | 11,088 | 10,488 |
| Council Tax | (4,986) | (5,155) | (5,362) | (5,605) | (5,859) |
| NDR - Baseline | (1,994) | (2,106) | (2,710) | (2,753) | (2,808) |
| NDR - Additional rates | (4,967) | (5,119) | 0 | 0 | 0 |
| Section 31 Grant - business rate multiplier | (340) | (375) | 0 | 0 | 0 |
| RSG | (81) | (86) | (89) | (90) | (92) |
| New Homes Bonus | (519) | (192) | 0 | 0 | 0 |
| Services Grant | (78) | (13) | (59) | (59) | (59) |
| Funding Guarantee Grant | (312) | (824) | 0 | 0 | 0 |
| Collection Fund (Surplus) / Deficit | (74) | 13 | (25) | (27) | (29) |
| Use of / (Contribution to) Balances | (3,679) | (2,332) | 2,838 | 2,553 | 1,640 |
| Balances at the Year End | (6,064) | (8,396) | (5,558) | (3,005) | (1,365) |
| | | | | | |

In accordance with Standing Order No 11(3) the recorded vote was as follows:

For – Bates, Bell, Clews, Davey, Fowler, Hayfield, Humphreys, Jarvis, Jenns, Melia, Ridley, Simpson, Singh, Smith, Watson, A Wright, D Wright

Against – – Barnett, Chapman, Dirveiks, Farrow, Gosling, Hobley, Jackson, Osborne, Parsons, H Phillips, O Phillips, Ririe, Stuart, Taylor, Turley, Whapples.

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

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

Resolved:

- a That the minutes of the meeting of the Executive Board held on 12 February 2024, with the inclusion of the amendment detailed above, be approved and adopted;
- b That the designation of the extended Water Orton Conservation Area, associated Appraisal and Management Plan be approved;
- c The Proposed 3 Year Capital Programme – 2024/25 and 2026/27
 - i That the prudential indicators set out in Section 9 of the report of the Interim Corporate Director – Resources (Section 151 Officer), be approved;
- d That the Pay Policy Statement 2024/25 be adopted;
- e That the Annual Audit Report 2020/21, attached as Appendix A to the report of the Corporate Director – Resources (Section 151 Officer), be noted; and
- f That the draft Council Size Report, attached at Appendix A to the report of the Chief Executive, be submitted to the Local Government Boundary Commission (LGBC).

72 Notice of Motion under Standing Order No 10

There were no Notices of Motion received under Standing Order No 10.

73 Common Seal

It was proposed by Councillor Symonds and seconded by Councillor Simpson 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.

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 **Exempt Extract of the Minutes of the Meeting of Council held on 6 December 2023**

The exempt extract of the minutes of the Meeting of the Council held on 6 December 2023 were approved as a correct record and signed by the Mayor.

76 **Member Approval of Absence Report**

The Chief Executive and Monitoring Officer asked the Council to approve the reason for non-attendance by a Councillor as set out in the 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.

77 **Exempt Extract of the Minutes of the Planning and Development Board – 11 December 2023**

It was proposed by Councillor Simpson, seconded by Councillor Fowler and

Resolved:

That the exempt extract of the minutes of the meeting of the Planning and Development Board held on 11 December 2023, be approved and adopted.

78 **Exempt Extract of the Minutes of the Special Sub-Group – 12 December 2023, 9 January and 13 February 2024**

It was proposed by Councillor Clews, seconded by Councillor Simpson and

Resolved:

That the exempt extract of the minutes of the meetings of the Special Sub-Group held on 12 December 2023, 9 January and 13 February be approved and adopted.

79 **Exempt Extract of the Minutes of the Resources Board – 29 January 2024**

It was proposed by Councillor Symonds, seconded by Councillor Davey and

Resolved:

That the exempt extract of the minutes of the meeting of the Resources Board held on 29 January 2024 be approved and adopted.

80 **Exempt Extract of the Minutes of the Executive Board held on 12 February 2024**

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

Resolved:

a That the exempt extract of the minutes of the meeting of the Executive Board held on 12 February 2024, be approved and adopted; and

b Staffing Matter

That recommendations (a) – (d), as set out in the report of the Management Team and Head of Human Resources, be approved.

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

Add Minute No 56