



To the Members of the Borough Council

Dear Sir/Madam

You are hereby summoned to attend a Meeting of the Ashford Borough Council to be held in the Council Chamber, Civic Centre, Tannery Lane, Ashford, Kent TN23 1PL on Thursday the 19th February 2015 at 7.00 pm.

Yours faithfully

T W Mortimer
Head of Legal and Democratic Services

Agenda

	Page Nos.
1. Apologies	
2. To consider whether any items should be dealt with in private because of the likely disclosure of Exempt or Confidential Information.	
3. Declarations of Interest:- To declare any interests which fall under the following categories, as explained on the attached document:	1
a) Disclosable Pecuniary Interests (DPI)	
b) Other Significant Interests (OSI)	
c) Voluntary Announcements of Other Interests	
See Agenda Item 3 for further details	
4. To confirm the Minutes of the Council Meeting held on the 11 th December 2014	
5. To receive any announcements from the Mayor, Leader or other Members of the Cabinet	
6. To receive any petitions	
7. To receive any questions from, and provide answers to, the public (being resident of the Borough), which in the opinion of the Mayor are relevant to the business of the Meeting	

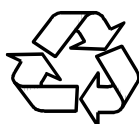
	Page Nos.
8. To receive, consider and adopt the recommendations set out in the Minutes of the Meetings of the Cabinet held on the 15 th January and 11 th February 2015 (to follow) with the following exceptions – The recommendations of the 11 th February Meeting regarding the item “Budget 2015/16” be deferred for consideration with Agenda Item No 9.	2-6
9. To consider the recommendations of the Cabinet regarding the item “Budget 2015/16 (which includes the adoption of the budget) and the report of the Deputy Chief Executive “Council Tax 2015/16 Resolutions”. (NOTE: report will be despatched following the Cabinet Meeting on 11 th February) and to determine the Borough Council’s precept on the Collection Fund and set the Council Tax for 2015/16. NB: Members are asked to bring with them the Agenda and report for the Meeting of the Cabinet held on the 11 th February 2015.	
10. To receive, consider and adopt the Minutes of the Licensing and Health and Safety Committee held on the 19 th January 2015.	7-14
11. To receive, consider and adopt the Minutes of the Selection and Constitutional Review Committee on the 11 th February 2015 (to follow).	
12. Programme of Meetings 2015/16 and 2016/17.	15-19
13. To consider Motions of which Notice has been given pursuant to Procedure Rule 11	
14. Questions by Members of which Notice has been given pursuant to Procedure Rule 10	

NOTE:- If debate on any item included within this Agenda gives rise to the need to exclude the press and public due to the likelihood of Exempt or Confidential information being disclosed the following resolution may be proposed and seconded and if carried, the press and public will be requested to leave the meeting for the duration of the debate.

That pursuant to Section 100A(4) of the Local Government Act 1972, as amended, the public be excluded from the meeting during consideration of this item as it is likely that in view of the nature of the business to be transacted or the nature of the proceedings that if members of the public were present there would be disclosure of exempt information hereinafter specified by reference to the appropriate paragraphs of Schedule 12A to the Act, where in the circumstances the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

KRF/VS
11th February 2015

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Declarations of Interest (see also “Advice to Members” below)

- (a) **Disclosable Pecuniary Interests (DPI)** under the Localism Act 2011, relating to items on this agenda. The nature as well as the existence of any such interest must be declared, and the agenda item(s) to which it relates must be stated.

A Member who declares a DPI in relation to any item will need to leave the meeting for that item (unless a relevant Dispensation has been granted).

- (b) **Other Significant Interests (OSI)** under the Kent Code of Conduct as adopted by the Council on 19 July 2012, relating to items on this agenda. The nature as well as the existence of any such interest must be declared, and the agenda item(s) to which it relates must be stated.

A Member who declares an OSI in relation to any item will need to leave the meeting before the debate and vote on that item (unless a relevant Dispensation has been granted). However, prior to leaving, the Member may address the Committee in the same way that a member of the public may do so.

- (c) **Voluntary Announcements of Other Interests** not required to be disclosed under (a) and (b), i.e. announcements made for transparency reasons alone, such as:

- a. Membership of outside bodies that have made representations on agenda items, or
- b. Where a Member knows a person involved, but does not have a close association with that person, or
- c. Where an item would affect the well-being of a Member, relative, close associate, employer, etc. but not his/her financial position.

[Note: an effect on the financial position of a Member, relative, close associate, employer, etc; OR an application made by a Member, relative, close associate, employer, etc, would both probably constitute either an OSI or in some cases a DPI].

Advice to Members on Declarations of Interest:

- (a) Government Guidance on DPI is available in DCLG’s Guide for Councillors, at https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/240134/Openness_and_transparency_on_personal_interests.pdf
- (b) The Kent Code of Conduct was adopted by the Full Council on 19 July 2012, with revisions adopted on 17.10.13, and a copy can be found in the Constitution at <http://www.ashford.gov.uk/part-5---codes-and-protocols>
- (c) If any Councillor has any doubt about the existence or nature of any DPI or OSI which he/she may have in any item on this agenda, he/she should seek advice from the Head of Legal and Democratic Services and Monitoring Officer or from other Solicitors in Legal and Democratic Services as early as possible, and in advance of the Meeting.

Ashford Borough Council

Minutes of a Meeting of the Ashford Borough Council held in the Council Chamber, Civic Centre, Tannery Lane, Ashford on the **11th December 2014**

Present:

His Worshipful the Mayor, Cllr. J Link (Chairman);

Cllrs. Adley, Apps, Mrs Bell, Bennett, Mrs Blanford, Britcher, Buchanan, Burgess, Chilton, Clark, Clarkson, Claughton, Davey, Davison, Feacey, French, Galpin, Heyes, Mrs Heyes, Hicks, Howard, Mrs Hutchinson, Miss Martin, Mrs Martin, Michael, Mortimer, Ovenden, Robey, Shorter, Sims, Smith, Taylor, Wedgbury, Yeo.

Also Present:

Chief Executive, Head of Legal and Democratic Services, Head of Culture and Environment, Head of Communities and Housing, Head of Finance, Member Services and Scrutiny Manager.

Prior to the commencement of the meeting the Reverend Eileen Harrop said prayers.

Apologies

Cllrs. Aaby, Bartlett, Bell, Clokie, Davidson, Mrs Dyer, Hodgkinson, Marriott.

290 Exempt or Confidential Information

The Mayor asked whether any items should be dealt with in private because of the likely disclosure of exempt or confidential information. There were none.

291 Minutes

Resolved:

That the Minutes of the meeting of the Council held on the 16th October 2014 be approved and confirmed as a correct record.

292 Announcements

(a) Leader of the Council

The Leader said that first of all he considered that all within the Council Chamber would like to send their very best wishes to Paul Clokie for a full and speedy recovery. He said that he had spoken to Caroline that morning and she had said that whilst Paul remained seriously ill, there had been some improvement. He said he would continue to keep Members informed.

The Leader said that as the year drew to a close, he would like to reflect on the significant number of achievements which had been seen over the past twelve months and in doing so, he wished to acknowledge the hard work of the Council's Officers and all Members in serving the Borough, its residents and businesses. Firstly the Leader said that the Council had successfully provided a high degree of quality service to its residents whilst at the same time keeping Council Tax to the lowest in Kent and one of the lowest in the Country.

He also said just how pleased all should be about Ashford now being one of the very best Authorities for recycling in the Country. This had been a joint exercise with the residents and a new system had been delivered which had been embraced by residents and by their efforts it had lifted Ashford from the bottom to the top as the most improved recycling Authority in the Country. It had taken some time and a great deal of thanks needed to go to the residents. Ashford was now in the top 10% for recycling in the UK.

Over the last year the Leader said that there had been some significant historical milestones starting with the 100th Anniversary of the commencement of World War I. The DCLG were commemorating this by providing an engraved paving stone to all those who had been awarded the Victoria Cross during the 1914-18 conflict. The Leader said he was pleased to say that one of those to be so honoured came from Ashford and indeed he was personally pleased to note that Mr Frederick George Coppins who had been awarded the VC on the 9th August 1918 had been born in Charing.

He also said that Ashford Borough Council's governance had reached its 40th anniversary during the current year, it was also the 50th anniversary of Ashford's formal twinning with Bad Münstereifel. The following day would see the fifth anniversary of High Speed services running from Ashford and five years on the High Speed rail had made a significant contribution to the Borough's economic fortunes. It had attracted businesses and created jobs, improved the quality of life for commuters, drawn more people to live in the Garden of England and had put Ashford in pole position as an excellent place to access London and European markets. Ashford had accordingly been named Kent's number one business location.

The Leader explained that the results of a recent residents' survey conducted by independent consultants Lake Market Research had made interesting reading. A high degree of satisfaction had been recorded in that 9 out of 10 residents in the Borough had said that they were satisfied with the local area as a place to live whilst 8 out of 10 had indicated that they were satisfied with how the Council ran things. High levels of satisfaction were also reported across services such as street cleanliness, public safety/low crime levels, playgrounds and play areas, parks and open spaces and leisure and sports facilities. The Leader believed this was down to the Council's concerted efforts and prudent financial management. The survey did, however, say that the residents still did not realise that Ashford was the lowest Council Tax in Kent and one of the lowest in the Country. Whilst the results overall were positive, the Council was certainly not complacent and would continue to strive to provide the very best value for money services for the community.

This year had also seen the Council purchase International House together with surrounding land and buildings which would form a key part of the Commercial Quarter. Indeed the new public realm works had received planning permission and work was due to start early in the New Year. The area would form a dynamic main business sector in the town and indeed an important business hub for the south east, and the area would stimulate major investment opportunities and create many jobs.

Major planning applications for quality homes at Chilmington Green and TENT1 had been approved, whilst developments at Finberry, Panorama and Bluebells continued to offer choice of new quality homes for those wishing to move either within or to the Borough. Some of these developments would be assisted by the Government's decision to approve the funding for a new Junction 10A off the M20 and the partial dualling of the A28.

The Leader said that in the Town Centre a number of new initiatives had been launched to help breathe new life into the High Street including the new Farmers Market and Love Ashford website and the Council continued to attract interest from companies looking to invest in Ashford. T-CAT continued to make a significant contribution and the Council was looking at Park Mall and other retail outlets in the Town Centre to see just how it might further stimulate and promote a more vibrant experience.

The Leader explained that in the countryside the Council continued to highly value the rural town of Tenterden and the Borough's beautiful villages and their retail offer and other businesses all contributed to the Ashford economy. The Council would continue to give small business relief to assist them whenever it could.

The Leader said that turning to even more green issues, the Borough had seen the long awaited Willesborough Dykes cycle path open in the Autumn offering an easy, traffic-free route to and from the Town Centre and McArthur Glen Designer Outlet and International Station which also served as a picturesque leisure path for families who wanted to access other cycle paths and explore the wider countryside. Meanwhile the creation of a new Country Park at Conningbrook Lakes had moved a step closer following the signing of Agreements between the Kent based Brett Group and Ashford Borough Council. The Agreements included the Country Park Licence, which effectively handed the land over to the Council to begin the preliminary works with a view to opening the park in Spring 2015. The Leader said that he had seen a couple of pictures recently and said that work was commencing to create a footpath from the Julie Rose Stadium to the Country Park. With a beautiful lakeside setting, views to the North Downs and access to a network of country trails, Conningbrook Lakes would be a family friendly facility for visitors to explore and enjoy. The park would be another stunning attraction for Ashford and would reinforce the Borough's reputation as a great place to live, work and relax. Looking to the future, the Council had seen the outstanding Ofsted rated Hadlow College take over the educational provision in the Borough who would be bringing forward a new FE and HE College.

Turning to the year ahead, the Leader said that recent proposals such as the Designer Outlet expansion, a planning application had now been submitted and plans for a Town Centre cinema at Elwick Place had been revealed. The International Model Railway Museum and other exciting developments were likely to

come forward in 2015 he said we could all look forward to an exciting year ahead for the Borough.

Finally, he said he would like to wish all colleagues, residents and businesses a Merry Christmas and a Happy, Healthy and Prosperous New Year.

(b) His Worshipful the Mayor

His Worshipful the Mayor advised that as this was the Christmas meeting of the Council there would be refreshments in Committee Rooms 1 and 2 after the meeting and he said that both Members of the Council and the public present at the meeting were very welcome to join him afterwards.

(c) Deputy Leader and Portfolio Holder for Community, Wellbeing and Education

The Deputy Leader said he would like to update Members on the proposed merger of the two respective CCG's (Clinical Commissioning Groups) in Ashford and Canterbury. With the setting up of CCG's in place of Primary Care Trusts plans had been put forward earlier in the year for Ashford to merge with Canterbury. He said that the history of and reasons for this proposed merger were now well documented and in Ashford all but one of the GP practices had agreed to such a merger although he said that in certain practices only a majority of GP's were in favour. Nevertheless a response from NHS England to these proposals had been expected in October. However, this was then deferred to allow further discussions to take place and to wait for some key policy announcements contained in the NHS Five Year Forward Plan. The Deputy Leader said that whilst, for the moment at least, NHS England had not given the green light, they were offering to support exploration of other ways of collaborating more closely. Their view was that existing and new legislation, announced at the beginning of October would allow some of the proposed benefits to be gained without a formal merger and give increased ability to collaborate by allowing the formation of joint Committees. With such staff sharing, function sharing and governance sharing structures in place organisations were being asked to see just how many benefits could be gained without the need for a formal merger before taking proposals any further. If these arrangements proved insufficient, then NHS England was prepared to discuss whether a new merger application would be appropriate.

The Deputy Leader further explained that over the next few weeks there would be consideration given as to how best to work within the new framework before bringing updated proposals back to the governing bodies and membership. Reassurance needed to be given that this news should not impact on the work around developing community networks and other priority projects. Service to patients should and must be made uppermost and the drive to push ahead with integration and the structural changes that the local NHS needed to make would continue, whilst ensuring that the expected national performance targets were met. He said that in a nutshell the message would seem to be to do things differently by working in a different way rather than through formal restructuring. In conclusion the Deputy Leader said he hoped to be able to give a further update on this matter at the next Ashford Health and Wellbeing Board which was due to meet towards the end of January 2015.

293 Cabinet 13th November and 4th December 2014

(a) 13th November 2014

Resolved:

- That (i) the Minutes of the Meeting held on the 13th November 2014 be received and noted with the exception of Minute No. 233.
- (ii) Minute No. 233 be approved and adopted.

(b) 4th December 2014

Resolved:

That subject to the expiry of the period by which decisions arising from the meeting of the Cabinet held on the 4th December 2014 may be called in ie 17th December 2014:-

- (i) the Minutes of the Meeting of the Cabinet held on the 4th December 2014 be received and noted with the exception of Minute Nos. 257, 258, 259 and 262.
- (ii) Minute Nos. 257, 258, 259 and 262 be approved and adopted.

294 Selection and Constitutional Review Committee – 9th December 2014

Resolved:

That the Minutes of the Meeting of the Selection and Constitutional Review Committee held on the 9th December 2014 be approved and adopted.

295 Audit Committee – 2nd December 2014

Resolved:

That the Minutes of the Meeting of the Audit Committee held on the 2nd December 2014 be received and noted.

296 Notice of Motion

His Worshipful the Mayor advised that Councillor Chilton had withdrawn his Motion.

297 Questions by Members

(a) Question from Councillor Michael to Councillor Clarkson, Leader of the Council

“Thank you Mr Mayor my first question to the Leader is the Local Plan Review places significant weighting on homes for inward migration. Can the Leader tell Members why this is necessary and give an insight into what is driving this?”

Reply by Councillor Clarkson, Leader of the Council

“Thank you Mr Mayor. I am always happy to have questions from Councillor Michael, they give me an opportunity to expand a little. I am delighted to give the insight sought by Councillor Michael. People move home for a variety of reasons. Typically, work related but often for a range of reasons including house prices, quality of childrens’ schooling which is very, very good in this Borough, access to wonderful countryside, good public transport links. Ashford is attractive for many reasons, so like other growing towns a significant proportion of its growth comes from people moving into the area. To assess the housing need, we must plan for this and the Council commissioned an independent team of consultants and experts who have followed the Government’s guidance on how to estimate the number of people moving into the area and that is why we can welcome the people coming into the area and I think we do so with open arms to share the enjoyment we have in this Borough. Thank you Mr Mayor”.

Supplementary Question by Councillor Michael

“I ask the Leader to think again on the consequences of what I ask given the differences in two consultant reports. I do not see how this large provision helps existing residents struggling to get a home and believe it can only go against them due to house prices being drawn upward as the more affluent commuters to places such as London, relocate to Ashford something which evidence suggests will be the catalyst for inward migration and not large scale local economic demand for workers so I please urge the Leader to think again on the matter”.

Reply by Councillor Clarkson, Leader of the Council

“Mr Mayor, I know I am highly skilled but answering a question as long as that sounded more like a statement to me but nevertheless Councillor Michael surprises me. He sits on the Planning Policy Task Group, he has ventilated this repeatedly at that meeting and the whole meeting has voted and although they did not vote with him, he was unanimously over-ruled by that meeting. He is aware that we didn’t engage two, we engaged one set of consultants who as I said earlier have given us evidence that we are satisfied with and we will continue on that basis. Thank you Mr Mayor”.

(b) Question from Councillor Michael to Councillor Clarkson, Leader of the Council

“Thank you again Mr Mayor. Question 2 to the Leader, regarding Councils found with unsound Local Plans at the last Council meeting the answer given is economical in its explanation because my conversation with some of these Councils gave an informed insight and in particular indicated exploratory meetings with the Inspector queried housing numbers being below their abolished regional target but that further evidence was provided to support the lower number, ie plans were not thrown out and timetable not materially affected. I therefore ask can the Leader give an assurance that contact is made with these Councils to forestall similar problems arising with our Local Plan?”

Reply by Councillor Clarkson, Leader of the Council

“Thank you Mr Mayor. Well the first thing is, these Councils that you mention and not this Council I hasten to add have had problems with their Plans and they have had the advantage of seeking to lobby the Inspector, we don't envisage that happening because we are rather more thorough here and I am sure that we take account of all these other experiences abroad and we will of course continue to keep abreast of experience elsewhere bringing forward a sound Local Plan. We must make sure that we avoid the problems of so many other Councils especially those that have tried to sidestep meeting what is called their objective assessed need. Government's made it clear that this is likely to lead to plans being found unsound and hence taxpayers money being wasted. We will work hard to make sure this situation does not arise in Ashford. Thank you Mr Mayor”.

(c) Question from Councillor Michael to Councillor Clarkson, Leader of the Council

“Thank you Mr Mayor. Question to the Leader, the average price for a terraced house in Ashford is £170K and for many residents young and old, purchase is impossible due to the sizeable deposit needed and mortgage their salaries cannot support. There is a chronic shortage of housing that is affordable for rent by those wishing to have a home of their own. Does the Leader not think that fuelling houses for commuters and incidentally the buy to rent market will exacerbate matters further and can the Leader provide details of what mitigating action will be taken to give assurance to these young and older residents that their need for good quality and affordable rented housing is made available with security of tenure?”

Reply by Councillor Clarkson, Leader of the Council

“Thank you Mr Mayor. I have to say I find this a very odd analysis if I may be so bold. What would drive up prices is a shortage of housing. Councillor Michael seems to want it both ways, on one hand arguing the Council should plan for less homes but also complaining that house prices are too high. You cannot have it both ways. Meanwhile the Council's record of delivering affordable homes as part of new developments, local needs housing in rural areas is a programme of building new affordable Council accommodation and providing special care homes for an ageing

population is one of the very best in the South East if not one of the best in the country. I hope that all Councillors, whatever their party allegiance would recognise these significant achievements, of course we must continue to do all we can to make sure Ashford residents have good quality, reasonably priced homes to live in and we will continue to look at ways in which we can further assist people securing those affordable homes. Thank you Mr Mayor”.

Supplementary Question by Councillor Michael

“I think the Leader might have misunderstood what I was saying but I leave that to him to respond, but I will say that I hope the switch away from what I believe to be the traditional Council housing model fulfils the dreams and aspirations of residents desperate for a home that is within their means”.

Reply by Councillor Clarkson, Leader of the Council

“Well I think Councillor Michael may think I have misunderstood, I didn’t understand at all and although he didn’t ask the question I can quite understand the question he intended to make, but that’s another issue. I can say to you that far from doing what you suggested and that is relying only on Council housing, we have a record of doing the opposite with our affordable housing, with stairway up to home ownership and I think we have been very successful and I think as we move into the next year, we will be looking to other ways that we can assist, we know the Government have issued a housing scheme to assist first time buyers with mortgages and so forth and deposits and we will continue to look at that, so Councillor Michael can rest assured that we are as anxious and I with eight young grandchildren ranging from about 25 down to about 12 am very keen to make sure that we have plenty of houses for young people to get on the property ladder either to buy or to rent and we need to make sure they are affordable. Thank you Mr Mayor”.

Supplementary Question by Councillor Chilton

“Thank you Mr Mayor. Does the Leader agree with me that given rents in the private sector are quite extortionate with insecure tenancies and that we have got a considerable waiting list, what Ashford really needs is an expansion of social housing for rent for families and young people as opposed to an exclusive housing policy for a small social elite?”

Reply by Councillor Clarkson, Leader of the Council

“It will come as no surprise to everyone that I don’t agree with one word that my colleague over there said, I think when you look at it, you look at perhaps a neighbouring district like Shepway with about 3,000 Council houses, we have virtually 8,000, we have 5,000 we actually own and we have 3,000 that are owned by Housing Associations. We have quite a large sector and I think that you cannot start differentiating, it would be quite wrong to sort of imply that we are looking to those who are going to buy because there are many people in this Borough who can’t afford to buy and therefore it is important that we as much as we are able provide housing that is affordable for both renting and buying and we will continue to face all those markets and try and help them and the other thing is this, I have to say this

Borough is actually leading the field in my view on the housing for the elderly and ageing population, we are absolutely in the van with that especially with Farrow Court, and not only Farrow Court a whole range of others that we have and I think that's very very important so thank you Mr Mayor".

(d) Question from Councillor Michael to Councillor Clarkson, Leader of the Council

"Thank you Mr Mayor. At the last Council meeting I raised a question regarding the Designer Outlet reported 3.2 million footfall and in the recent Leader's briefing read that County Square was on track for a footfall of over 5 million in 2014 which equates to 13,698 each day throughout the year. Can the Leader give an explanation as to how the Town Centre has managed to overtake the Designer Outlet?"

Reply by Councillor Clarkson, Leader of the Council

"Mr Mayor, with your indulgence I have seen the Tom and Jerry show but I have never seen the Winston and Gerry Show and I seem to be on my feet a lot more than I would have liked this evening because I am conscious that we are in the festive season but let me just say I am advised that there has been no overtaking at all and indeed Councillor Michael is just plain wrong. County Square has always had a higher reported footfall than the Designer Outlet but has not published their figures whereas the Designer Outlet has. With a change of ownership of County Square about a year ago and the new management of County Square they decided themselves to promote their own figures. So to be clear, I am actually delighted that the Designer Outlet have got such high figures that they are putting in a planning application to double the size. I am also delighted that County Square are very pleased that they are going to be meeting their target of 5 million. They seem very happy with it, I am delighted about it and if Councillor Michael wishes to question these figures then fine or indeed he might want to question the Government's figures or for that matter anyone else's figures, he is free to do so but I haven't got the time, inclination or will to do so because we are busy getting on with managing Ashford, trying to promote Ashford, trying to grow Ashford and looking after the wellbeing of those in Ashford. Thank you Mr Mayor".

Supplementary Question by Councillor Michael

"I thank the Leader for his direction which I shall take up. Might I suggest to the Leader that different terminology be considered because the dictionary definition of footfall is the number of people that go into a shop or business in a particular time period which in this instance interprets that each day of the week 13,698 people visited County Square and 8,767 visited the Designer Outlet so I do think that we should get the terminology correct otherwise we might be seen to be misleading the public. Thank you Mr Mayor".

Reply by Councillor Clarkson, Leader of the Council

“Mr Mayor, I am happy to listen to Councillor Michael’s suggestion he makes a suggestion that I use other terminology. Unfortunately you see when Government figures come out and when the various offices of whatever stats it is come out or the County Square figures come out or the Designer Outlet figures come out, that is their responsibility they use the terminology, they choose to and that is the long and short of it”.

Supplementary Question by Councillor Galpin

“Thank you Mr Mayor. Can I just ask the Leader if he agrees with me that it behoves Members no matter what party to support the Town rather than to find fallacious points of argument that portray our towns both Ashford and Tenterden in a negative manner”.

Reply by Councillor Clarkson, Leader of the Council

“Well I can do no more than say encore to that because I think it behoves all Members of this Authority, whatever Party they are in to look at the positive, if there is something really meaningful that is negative that needs looking at, then by all means let’s do it but I believe that the place to do that is in the Committees, the Working Groups and so forth, not in a Full Council meeting like this where per force you cannot have the debate and discussion you might have wanted and there will be shortish answers because of the very nature of the organisation. There is ample opportunity to do so in other quarters. Thank you Mr Mayor”.

MINS:CXXX1450

(KRF/AEH)

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Cabinet

Minutes of a Meeting of the Cabinet held in the Council Chamber, Civic Centre, Tannery Lane, Ashford on the **15th January 2015**

Present:

Cllr. Clarkson (Chairman);

Cllr. Cloughton (Vice-Chairman);

Cllrs. Mrs Bell, Mrs Blanford, Galpin, Heyes, Hicks, Robey, Shorter

Apologies:

Cllrs. Britcher, Miss Martin, Mrs Martin

Also Present:

Cllrs. Bell, Bennett, Buchanan, Burgess, Davison, Michael, Mortimer, Sims, Smith, Wedgbury, Yeo.

Chief Executive, Deputy Chief Executive, Head of Legal and Democratic Services, Head of Culture and Environment, Head of Communities and Housing, Head of Finance, Head of Environmental and Customer Service, Revenues and Benefits Manager, Environmental and Contracts Operations Manager, Communications Officer, Member Services and Scrutiny Manager.

309 Urgency Provision

The Chairman advised that in accordance with Section 100B (4) (b) of the Local Government Act 1972 he had accepted the late inclusion of an item entitled "Public Realm Dover Place and International House" as a matter of urgency by reason of special circumstances namely that the Chief Executive had exercised his Urgency Delegation to underwrite a sum of £250,000 for materials to be used at Dover Place and International House Public Realm should the Stopping Up Order process be challenged within six weeks. The use of the delegation was required to be reported to the next available Cabinet meeting.

310 Minutes

Resolved:

That the Minutes of the meeting of the Cabinet held on the 4th December 2014 be approved and confirmed as a correct record.

311 Leader's Announcements

The Leader advised that Councillor Clokie was making a steady recovery after surgery and said that he was sure that all would wish him well.

312 Preliminary Budget Update – Government Grant Announcements and Business Rate Forecast

The report provided an update on the Government announcements which had been made since the Draft Budget had been prepared and set out how they affected it. It was noted that the Draft Budget had assumed a grant figure of £2,078,990 with the provisional settlement figure of £2,106,834 (including the £69,406 Council Tax freeze 2015-16 grant) and so was £27,844 more than expected.

The Portfolio Holder said that he was pleased to report that the overall grant was slightly more than expected and said that in terms of the pooling of Business Rates, this would offer considerable savings to the Authority.

In response to a question as to whether there was a risk in taking into account funding made available from the New Homes Bonus, the Portfolio Holder said that this had been discussed during the budget scrutiny process but explained that the risk was considered to be limited and that it was not intended that the Budget would be dependent on the receipt of such funds.

The Chairman confirmed that in terms of New Homes Bonus this was not allocated or taken into account until the funding had been received. He also suggested a slight amendment to the second recommendation to grant the delegation to the Deputy Chief Executive in consultation with the Portfolio Holder.

Resolved:

- That (i) **the grant announcement be noted.**
- (ii) **the approval of the Council's Business Rates estimate for submission to Government be delegated to the Deputy Chief Executive in consultation with the Portfolio Holder for Finance and Budget and Resource Management.**

313 Tenants and Leaseholders Alterations and Improvement Policy

The report sought the endorsement of the Tenants and Leaseholders Alterations and Improvement Policy which was attached as an Appendix to the report. Tabled at the meeting was a revised version of the Policy shown both with and without track changes.

The Portfolio Holder drew attention to the tabled papers and explained that the policy would allow a consistent approach to be taken in terms of considering requests from

tenants for alterations or improvements. She explained that the version included within the Agenda had not been considered by the Planning Unit, however, the tabled paper version now incorporated their comments. The policy also set out clear links to appropriate websites where help could be found.

In response to a question the Portfolio Holder said that if any alterations led to possible changes in the rateable value of the property then these would have to be considered by the Valuation Tribunal.

Resolved:

- That (i) the implementation of the Tenants and Leaseholders Alterations and Improvement Policy as set out within the tabled papers be approved.**
- (ii) charges be recovered where appropriate where alterations or improvements had not been authorised, or damage had been caused to the Council's assets.**

314 The EU Waste Framework Directive

The report provided an update on the briefing which had previously been given to the Cabinet on 13th November 2014 and advised that taking all elements and evidence into account, the Council could reasonably take a view that it complied with the Waste Regulations for the reasons set out within the report.

Work to date had raised some useful action points for ABC Officers to undertake in partnership with its Mid Kent neighbour Councils and Kent County Council. Paragraph 10 detailed six actions which would be taken forward.

The Portfolio Holder explained that the principal aim behind the Regulations was to ensure that material sent for recycling was sent to be re-processed into products of a similar nature, the so called 'closed loop' quality assessment. She explained that all Districts in Kent were dependent on the Kent County Council who set up the contracts with the recyclers.

Resolved:

- That (i) the report be endorsed.**
- (ii) delegated authority be granted to the Head of Environmental and Customer Service and the Head of Legal and Democratic Services to send any submission to the Environment Agency when required.**
- (iii) the proposed actions set out in the report at Paragraph 10, items (a) to (f) inclusive, be approved as a positive response to the EU Waste Framework Directive.**

315 Revenues and Benefits Recommended Write-Offs Schedule

The report proposed the formal write-off of 452 debts totalling £289,608.38. The proposals were in line with the Council's Revenues and Benefits service Write-Off Policy. The existing bad debt provisions already more than covered the sums involved.

The Portfolio Holder said that the report presented neither a better or worse position than previous reports and he commented that the Borough still collected 98% of its Council Tax and non-domestic rates.

In response to a question, the Portfolio Holder said that he was not aware there were any discernible trends identified by the various proposed write-offs within the report although the Revenues and Benefits Manager said that issues of company and personal bankruptcy had been the main trend from 2008 but those figures now appeared to be reducing.

In response to a further question, the Chairman explained that the Fraud Team undertook thorough investigations where fraud was suspected. The Revenues and Benefits Manager also explained that tracing agents were employed if the efforts of the fraud team were unsuccessful in terms of finding debtors who had absconded.

A Member referred to several of the debts and considered that they should have been addressed earlier in the process.

The Portfolio Holder said that the Borough Council had Welfare Officers who took a more proactive approach in terms of monitoring debts and said that the Council was also working with Job Centre Plus. The Chairman suggested that the Member who had raised the question meet with the Revenue and Benefits Manager outside of the meeting who could provide full details of the processes the Council had in place in terms of debt recovery.

Resolved:

- That (i) accounts totalling £70,028.55 that had been written off under delegated powers (Financial Regulations 11.1) be noted.**
- (ii) the write-offs listed in the Exempt Appendices to the report totalling £219,579.83 be approved.**

316 Public Realm at Dover Place and International House

This report had been accepted on to the Agenda by the Chairman as a matter of urgency.

The report provided an update on the use of the Chief Executive of his urgency delegation to underwrite £250,000 for materials for the public realm works at Dover Place and International House. The materials were granite paving, granite benches

and street lighting columns which formed part of the construction works to be carried out by the HCA for the public realm works. Although the Stopping Up Order had been confirmed by the Department of Transport, the Order was still subject to a six week challenge period that commenced on the 7th January 2015.

Resolved:

That it be noted that the Chief Executive had exercised his “Urgent Matters” powers in accordance with the Council’s Constitution to underwrite a sum of £250,000 for materials to be used at Dover Place and International House public realm should the Stopping Up Order process be successfully challenged within six weeks of the Order being made.

317 Joint Transportation Board – 9th December 2014

Resolved:

That the Minutes of the meeting of the Joint Transportation Board held on the 9th December 2014 be received and noted.

318 Planning Task Group – 10th December 2014

Resolved:

That the notes of the meeting of the Planning Task Group held on the 10th December 2014 be approved and adopted.

319 Schedule of Key Decisions to be taken

Resolved:

That the latest Schedule of Key Decisions as set out within the report be received and noted.

(KRF/AEH)

MINS:CAXX1503

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Cabinet

Minutes of a Meeting of the Cabinet held in the Council Chamber, Civic Centre, Tannery Lane, Ashford on the **11th February 2015**.

Present:

Cllr. Clarkson (Chairman);

Cllr. Cloughton (Vice-Chairman);

Cllrs. Galpin, Heyes, Hicks, Howard, Robey, Shorter.

Apologies:

Cllrs. Mrs Bell, Bennett, Mrs Blanford, Burgess, Chilton.

Also Present:

Cllrs. Britcher, Buchanan, Davison, Link, Miss Martin, Mrs Martin, Michael, Sims, Smith.

Chief Executive, Deputy Chief Executive, Head of Legal and Democratic Services, Head of Planning and Development, Head of Culture and Environment, Head of Finance, Head of Health, Parking and Community Safety, Principal Accountant, Principal Solicitor for Property and Projects, Policy and Performance Officer, Senior Communications Officer, Member Services and Scrutiny Manager.

340 Minutes

Resolved:

That the Minutes of the Meeting of the Cabinet held on the 15th January 2015 be approved and confirmed as a correct record.

341 Leader's Announcements

The Leader welcomed Jamie Rose, who was the Chief Reporter for the Ashford Herald, to the meeting.

342 O&S Recommendations to Cabinet in respect of Neighbourhood Plans and Task Groups

The report advised that at its meeting on the 16th December 2014 the Overview and Scrutiny Committee discussed a number of issues which resulted in them making two recommendations to Cabinet. The Committee had suggested that the Parish

Forum receive an update and presentation on the development of Neighbourhood Plans and also that the uses and efficiency of Task Groups be reviewed.

The Chairman said that he supported the recommendation of the Overview and Scrutiny Committee in terms of a presentation being made on Neighbourhood Planning to the Parish Forum but, however, said that due to existing commitments in terms of preparation for the Elections in May, the presentation would have to take place at a Parish Forum later in the year. In terms of the request to review Task Groups, he said he supported this recommendation as he understood that there were currently in excess of 20 Task Groups. He said he intended to consult with the Head of Legal and Democratic Services over the Constitution and its reference to Task Groups.

Resolved:

- That (i) the Parish Forum receive an update and presentation on the development of Neighbourhood Plans at a meeting to be arranged following the Elections in May 2015.**
- (ii) the uses and efficiency of Task Groups be reviewed.**

343 Appropriation of Garages from the Housing Revenue Account to the General Fund

The report sought agreement for the appropriation of the HRA garages (excluding those already earmarked for development), with a net book value of around £3m to the General Fund as at 1st April 2015.

The Portfolio Holder said that she would like to highlight that this report made no reference to parking issues as some Councillors had mistakenly understood at a previous meeting. The Portfolio Holder explained that the Council currently had 1,693 garages of which 22% were rented by Council house tenants. By transferring some of them to the General Fund the HRA would lose income but the Budget would still be viable. The initiative would, however, give the HRA about £3m which would be most welcome as all housing projects seemed to increase in costs due to increases in the cost of the building trade. Garage sites which could be redeveloped for new housing would be retained by the HRA. The Portfolio Holder further explained that the HRA would continue to manage the garages but tenants would still have the same landlord but the income from the rents would be directed to the General Fund instead of the HRA. Repairs and extra maintenance would take place and the improved garages would be re-let at a commercial rent. The Portfolio Holder believed that the report highlighted the commercial attitude being taken by the Borough Council in ensuring that the Council had a strong secure financial base. The Memorandum of Understanding at Appendix A to the report made it clear that there would be no financial detriment to either tenants or Council Tax payers.

The Chairman said he wished to thank the Head of Finance and other Officers for bringing this initiative forward. The Portfolio Holder for Finance, Budget and

Resource Management believed that this initiative was beneficial to the Council as it would enhance revenue income.

The Portfolio Holder for Transportation Highways and Engineering said that whilst supporting the initiative he said he did have concerns that if sites were sold off for affordable housing, this could cause problems for parking.

A Member asked whether the risks had been assessed in terms of whether this initiative would create more voids. In response, the Portfolio Holder said that all steps would be taken to ensure that the garages were let and she further advised that if there was a need to improve the garages or make alterations to allow them to accommodate larger size vehicles, then this could be looked at as well.

In terms of a comment about the parking situation at Repton Manor, the Chairman indicated that he would discuss this with the Head of Planning and Development in due course. The Chairman also commented that the separate issue of enhancing the Budget for disabled adaptations, needed to be examined.

Resolved:

- That (i) the appropriation of the HRA garages (excluding those already earmarked for development) be agreed with a net book value of around £3m, to the General Fund, as at 1st April 2015 and the Head of Communities and Housing be granted delegated authority to prepare the necessary plans and schedules to identify the assets that are being transferred.**
- (ii) Delegated Authority be given to the Head of Community and Housing and Head of Finance for the transfer back to the HRA sites approved by Cabinet for development.**

Recommended:

- That (i) the proposal for a five year rent policy to bring garage rents in line with the market be agreed.**
- (ii) the Memorandum of Understanding as detailed in Appendix A to the report be approved.**

344 Bridging Funding to West Kent and Ashford College for the Ashford International College Campus

The report asked the Cabinet to recommend that the Council provides bridging funding to West Kent and Ashford College for the sum of up to £2m to enable the college to secure external funding which would see the commencement of the development of the Elwick Road site. This would be repayable to the Council upon the sale of the Jemmett Road site.

The Chairman explained that the loan would be secured by the Council having the first charge against the Jemmett Road site in terms of its redevelopment and that interest would be payable. He said that he understood that within the next eight weeks the demolition of the existing buildings would commence and he said he was very excited about this project which was fundamental to Ashford, in particular to cater for the number of students who travelled outside of the Borough to attend further education courses.

The Portfolio Holder said that the educational aspects of the project were key and vital to the development of the town, and he considered that the location was particularly important being opposite the International Station. In terms of the curriculum, the Chairman explained that he understood that this would be a mixture and include hi-tech and engineering. In response to a question, the Chairman said that the development would be phased and the external appearance would change but the building would still have the symmetry associated with the original planning permission. The Head of Planning and Development further explained that one storey had been removed from the existing scheme and that the modifications to the existing scheme would be reported to the Planning Committee shortly.

Recommended:

- That (i) **Bridging Finance be provided to West Kent and Ashford College in the sum of £2m to be used for the sole purpose of the development of the Ashford International College Campus on Elwick Road.**
- (ii) **Delegated Authority be granted to the Portfolio Holders, Chief Executive and Chief Financial Officer to review the due diligence, negotiate and agree final terms with the College to provide Bridging Funding.**
- (iii) **the Head of Legal & Democratic Services be granted Delegated Authority in consultation with the Head of Finance to execute and complete all necessary documentation to give effect to recommendations (i) and (ii) above.**

345 Legal & Democratic Services – Removal of Property and Community Projects Solicitor Post 1005

The report recommended implementation of part of the Legal Services savings target by deletion of the Property and Community Projects Solicitor Post and the redundancy of the post holder.

The Portfolio Holder for Town Centre Focus and Commercial Property explained that the Joint Consultative Committee had been consulted and were content with the proposal.

Resolved:

That the deletion of the post of Property and Community Projects Solicitor and redundancy of the post holder be noted.

Recommended:

That the pension costs of £2,100 resulting from early release of the pension on redundancy be approved.

346 Budget Monitoring Report – Quarter 3 2014/15

The report presented the Third Budget Monitoring Report for the current year based on the year from April to the end of December 2014. The report showed an overall outturn of £123,000 below target for the General Fund which was a favourable movement of £126,000 from the last quarter. The Housing Revenue Account was reporting to come in over budget with a pressure of £152,000, an adverse movement from the last quarter of £149,000.

The Portfolio Holder explained that the Budget was £126,000 in surplus after taking into account the service pressure of £443,000 associated with the loss of rental income for the Civic Centre and the Street Cleansing Contract. He explained that these two items had been taken into account in the preparation of the Budget for the following year.

The Portfolio Holder for Community, Wellbeing and Education referred to Paragraph 29 of the report regarding T-CAT and said that he believed that since they had been established they had undertaken a lot of good work within the Borough.

Resolved:

- That**
- (i) the Budget Monitoring position as at 31st December 2014 be noted.**
 - (ii) one year funding for a temporary T-CAT post costing £25,000, including the carry forward of the budget details in paragraphs 27-30 of the report, be approved.**
 - (iii) the New Homes Bonus Schedule (NHB) set out in Appendix A to the report be noted.**
 - (iv) the Treasury Management Portfolio set out in Appendix B to the report be noted.**

347 Overview and Scrutiny Committee Report of the Budget Scrutiny Task Group on the 2015/16 Budget Scrutiny

The report presented the findings of the Budget Scrutiny Task Group from its scrutiny of the Council's Draft Budget for 2015/16. The Overview and Scrutiny Committee had recently debated the report and was satisfied that the budget was

achievable. The Committee had put forward two recommendations for the Cabinet to consider.

The Chairman advised that he had received a note from the Chairman of the Overview and Scrutiny Committee advising that he had no further comments to make on the report.

The Portfolio Holder said that he had attended all of the Scrutiny Task Group meetings and drew attention to three of the risks which had been identified. He said that all of the risks associated with these issues were being managed.

Resolved:

- That (i) it be noted that the Overview and Scrutiny Committee regards the Council's Draft 2015/16 Budget as achievable.**
- (ii) the Risk Matrix and the risks identified within, especially those that fell within the shaded part of the Matrix, be endorsed.**

348 Budget 2015/16

The report presented the final recommended Draft Budget which would be considered by Full Council on the 19th February 2015. The Budget supported the final year of the Council's Business Plan and reflected the changes to services and cost savings measures that had been agreed in 2010/11.

Tabled at the meeting were revisions to the Discretionary Fees (Appendix F of the report) in respect of licensing charges.

The Portfolio Holder said he wished to highlight the key points of the report and said that the Council was now in the final year of its current Business Plan which had been managed in the light of reductions in Local Government Funding. He explained that the funds allocated under the New Homes Bonus Scheme had been carefully managed and an element of this funding was currently being retained. For the second year running, Council Tax would be frozen and he said that it was the lowest in the County. In terms of the proposed expenditure of £250,000 for the Community Management Organisation for Chilmington, he said that he believed this would be a good investment for the future. The Portfolio Holder then explained that the proposed rise in Council house rents would be 2.2% in line with Government guidance and said that it was proposed that the Key Decision Threshold for expenditure Management Team could approve would rise from £50,000 to £100,000. In conclusion he said that the Business Rates Pooling Initiative would benefit the Council by a figure of in the region of £200,000.

The Chairman referred to paragraph 150 of the report which included an extract from the Annual Audit Letter 2013/2014 and he read the summary comments made by Grant Thornton UK. He believed that the Auditors' comments were very positive.

The Portfolio Holder for Town Centre Focus and Commercial Property referred to recommendation (xi) which dealt with the advice from the Chief Financial Officer

concerning the robustness of the estimates and the adequacy of reserves and he explained that the Council's reserves were in a sound position. In terms of the Community Management Organisation for Chilmington he said that the proposed funding at this stage would alleviate significant additional expenditure in the future.

In terms of the proposed housing rent increase, the Portfolio Holder for Community, Wellbeing and Education said that help and support from Officers would be available to assist residents who got into difficulty stemming from the effect of Welfare Reform.

The Vice-Chairman of the Overview and Scrutiny Committee said he wished to thank Officers for their work on the Budget, but he drew particular attention to the fact that the budget scrutiny process was undertaken by a cross-party Task Group. The Portfolio Holder said that he believed the Task Group had undertaken their duty in a rigorous way and that comments on the process had been received from representatives of all political parties. In conclusion, he said he also wished to thank all the Officers who had been involved in the process.

Resolved:

- That**
- (i) the Budget context and MTFP position be noted.**
 - (ii) the final Business Rate Yield Forecast be noted.**
 - (iii) the advice on New Homes Bonus be noted and the proposed additional allocations as outlined in Appendix B to the report be agreed.**
 - (iv) It was noted that the Council Tax Support Scheme adopted is as reported to the Cabinet in December 2014.**
 - (v) Delegated Authority be given to the Deputy Chief Executive in terms of powers to establish local discounts in Business Rates in accordance with those announced by the Chancellor in the Autumn Statement.**
 - (vi) the Reserves Summary (paragraph 63 – Table 6 of the report refers) be noted and the allocation of £250,000 of reserves for the set up costs of the Chilmington Community Management Organisation (paragraph 65 refers) be agreed.**
 - (vii) the Communities Impact Assessment be noted.**
 - (viii) the Housing Revenue Account Budget for 2015/16 be approved.**
 - (ix) the estimated average rent increase be 2.2% in accordance with Government guidelines and that the rent setting for the future continues to follow movements in the “limit rent” set by the Government.**

- (x) the spend in Appendix J of the report be noted. (The actual spend is approved in Appendix I).
- (xi) the advice from the Chief Financial Officer concerning the robustness of the estimates and the adequacy of reserves be noted.

Recommended:

- That
- (i) the Revenue Budget 2015/16 including the net budget requirement of £13,733,570 (excluding Parish Precepts) be approved.
 - (ii) the level of discretionary fees to be levied as from the 1st April 2015 (as set out in Appendix F to the report) be approved, subject to the changes set out in the Tabled Papers.
 - (iii) Band D Council Tax be set at £145.45.
 - (iv) the Health, Parking and Community Safety Managers, in conjunction with the Head of Finance be granted Delegated Authority to set commercially competitive fees for Lifeline and CCTV contracts.
 - (v) the provisions of the current Members' IT Scheme be suspended until such time as the Cabinet has considered the outcome of the review of the IT Scheme.
 - (vi) an increase of 2.7% for garage rents be approved.
 - (vii) the Capital Budget for 2015/16 (as set out in Appendix I to the report) be approved.
 - (viii) the Prudential Indicators, Treasury Management Strategy, MRP Policy and Annual Strategy as set out in Appendices K and L of the report be approved.
 - (ix) the Key Decision thresholds be approved.
 - (x) Management Team's flexibility to deploy reserves be increased to £100,000.
 - (xi) the Risk Based Verification Policy as outlined in Appendix M to the report be approved.

349 Ashford Borough Council's Performance – Quarter 3 2014/15

The report advised Members and the public on the performance of the Council during the quarter. This included information on what the Council had achieved

through its decision making, key performance data on front line services and consideration of the wider Borough picture which impacted upon the Council's work.

The Portfolio Holder said that he believed that the most significant figures set out within the report were the fact that unemployment had dropped below 1,000 for the first time since 2007. The Chairman considered that the second sentence of the summary should be amended to state "this includes information on what the Authority, Officers and Members have achieved through its decision-making key performance data...."

Resolved:

- That**
- (i) the performance for Quarter 3 of 2014/15 be noted.**
 - (ii) future report summaries contain the amended wording set out in the preamble.**

350 Climate Change and Sustainable Environment – Annual Progress Review

The report was the second annual review which summarised actions and initiatives undertaken throughout the Authority during the last year in the complementary areas of sustainable environment, carbon and energy reduction and responding to the threat of climate change.

Resolved:

That progress over the last year across the Authority in achieving the aims and objectives of the Position Statement on Climate Change and Sustainable Environment be noted.

351 Ashford Cemetery Rules and Regulations and Public Health Act Funerals Policy

The report advised that during the course of the previous year the Cemetery Service had been completely reviewed and a number of changes had taken place to ensure compliance with legislation. The report outlined changes to the Cemetery Rules and Regulations which formed part of the legal agreement with purchasers when acquiring grave provision.

The Head of Culture and Environment explained that in addition to the changes in statutory requirements in terms of cemeteries, the report also included information on the favourable Audit report. In response to a question as to whether the changes would affect any particular sections of the community, the Head of Culture and Environment said that organisations representing the different faiths in the Borough had been consulted.

The Chairman said that in the post-Election period he would like to consider ways by which the Council could help those elderly members of the community who passed

away without friends or family and the Council was responsible for undertaking their funeral arrangements.

Resolved:

That (i) the Cemetery Rules and Regulations be approved.

(ii) the Public Health Act Funerals Policy be approved.

352 Transportation, Highways and Engineering Advisory Committee – 16th January 2015

Resolved:

That the Minutes of the Meeting of the Transportation, Highways and Engineering Advisory Committee held on the 16th January 2015 be received and noted.

353 Property Acquisition, Investment and Disposal Panel – 27th January 2015

Resolved:

That the Notes of the Meeting of the Property Acquisition, Investment and Disposal Panel held on the 27th January 2015 be received and noted.

354 Ashford Strategic Delivery Board – 23rd January 2015

The Chairman referred to Item No. 2 of the notes regarding the International Station and said that further to the Delivery Board meeting the Government had announced via the LEP that £2 million would be available to support the new signalling works at Ashford International Passenger Station. He anticipated that a further £2 million of funding would be sought from the European Union. In response to a comment he also explained that the issue of additional trains serving Brussels was being looked at.

Resolved:

That the Notes of the Meeting of the Ashford Strategic Delivery Board held on the 23rd January 2015 be received and noted.

355 Schedule of Key Decisions to be taken

Resolved:

That the latest Schedule of Key Decisions as set out within the report be received and noted.

(KRF/VS/AEH)

MINS:CAXX1507

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Agenda Item No:

Report To: FULL COUNCIL

Date: 19 February 2015

Report Title: Budget and Council Tax Resolutions 2015/16

Report Author: Ben Lockwood, Head of Finance
Jo Stocks, Senior Accountant



Summary:

This report presents the Cabinet's 2015-2016 General Fund Budget and Council Tax recommendations for resolution by the Full Council. It also presents the full statutory resolutions, including the requirements of the Precepting Authorities and Parish Councils, for the area covered by the Borough Council as the billing authority.

Excluding Parish Precepts, the Council's net revenue spending, is (0.6)% more than the budget for 2014/15. The Borough Council's element of the Council Tax at band D is to be frozen as £145.45.

On the basis of information available from the Precepting Authorities the overall level of Council Tax, excluding Parish Precepts, is anticipated to be £1,453.24 an increase overall of £25.55. (or 1.8%).

The detailed Council Tax amounts by band are subject to validation within our billing system. If amendments are needed they will be tabled at the meeting.

Key Decision: Not applicable

Affected Wards: ALL

Recommendations:

- (1) Agree the Budget for 2015/16 as recommended by the Cabinet
- (2) Agree the formal Council Tax resolutions annexed to this Report.

Policy Overview: The Budget is a matter for the Full Council to approve. Apart from the statutory requirement and status of the budget, the proposals for 2015/16 take forward the fifth year of the Council's Business Plan.

Financial Implications: The budget supports the Business Plan and is the result of considerable input from Members and Services, over several months. It is broadly in line with our medium term financial forecasts. The recommended budget requirement (excluding parish precepts) is £13.734 million. The recommended Council Tax at Band D is £145.45, and is frozen from

2013/14. A 'freeze' grant equivalent to a 1% increase will be paid by government and rolled into future years' grant settlements.

Risk Assessment

The report to the Cabinet contained advice about the robustness of the budget estimates and the adequacy of the Council's reserves, as required by the Local Government Act 2003. The report concluded that while there are risks, the Council's Members and Officers understand these, but the Council has well-developed budgetary control and monitoring procedures to address these should pressures arise. The Overview and Scrutiny Committee following its review concluded that the draft budget was 'deliverable and manageable'.

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Report Title: Budget and Council Tax Resolutions 2015/16

IMPORTANT NOTICE

The resolutions in this report, which must include the requirements of all Precepting authorities, are based on the recommendations made to these Authorities.

Purpose of the Report

1. To present the Cabinet Committee's 2015/16 General Fund Budget and Council Tax recommendation for resolution by the Full Council. It presents the full statutory resolutions, including the requirements of the Precepting Authorities (as known at the time of writing) and the Parish Councils, for the areas covered by the Borough Council as the Billing Authority.

Issue to be Decided

2. The Full Council is required to consider and approve the recommended 2015/16 Budget and the Council Tax requirement. The Full Council must also agree the statutory resolutions, which include the Precepting Authorities' requirements.

Ashford Borough Council's General Fund Budget and Council Tax Requirement and Consultation

3. The decisions of the Cabinet at its meeting on 11th February are set out in its Cabinet Minute 310 reported on this Agenda. Recommendation (ii) on a detailed aspect of street trading consents is subject to confirmation. A summary of the recommended budget is included as **Appendix A**. Members will also have received a link to allow them to review the full 2015/2016 Budget Book by the time of the meeting.
4. The report to the Cabinet Meeting included advice required by the Local Government Act 2003, on the robustness of the estimates and the adequacy of the Councils reserves.
5. It should be noted that the period for budget consultation closes on 11th February. No responses were received from the Public, and the Cabinet received a paper on the response of the JCC committee. Any further responses to the consultation will be reported to the Full Council Meeting.

Council Tax Requirement

6. The demand on the Council Tax Collection Fund for 2015/16 that flows from the recommendation of the Cabinet, and the decisions of the Precepting Bodies totals £62,800,351, analysed as follows: -

Authority	Precept/Demand		2015/2016 Band D Council Tax	Change over 2014/2015	
	£	%	£	£	%

Ashford Borough Council	6,161,990	9.81%	145.45	0	0.00%
Kent County Council	46,177,426	73.53%	1089.99	21.33	2.00%
Police and Crime Commissioner for Kent	6,234,010	9.93%	147.15	2.87	1.99%
Kent and Medway Fire Authority	2,993,087	4.77%	70.65	1.35	1.95%
Parish Councils	1,233,838	1.96%	45.99	3.3818	7.94%

7. Excluding Parish Precepts the overall Council Tax at Band D for 2015/16 is £1,453.24, and increase of £25.55 on 2014/15.
8. Attached to this report are the formal resolutions for approval by the Council as the Billing Authority. Also attached at **Appendix A and B** are details on the calculation of this Council's Budget requirement and Council Tax at Band D.

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COUNCIL TAX RESOLUTIONS

The Council is recommended to resolve as follows:

1. It be noted that on **04 December 2014** the Cabinet calculated
 - a) the Council Tax Base 2015/16 for the whole Council area as **42,365** [Item T in the formula in Section 31B(3) of the Local Government Finance Act 1992, as amended (the "Act")] and,
 - b) for dwellings in those parts of its area to which a Parish precept relates as in the attached **Annex A**.
2. Calculate that the Council Tax requirement for the Council's own purposes for 2015/16 (excluding Parish precepts) is **£6,161,989.25 (Appendices A and B)**.
3. That the following amounts be calculated for the year 2015/16 in accordance with Sections 31 to 36 of the Act:

£	
(a)	89,589,148 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)	(82,193,320) being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
(c)	7,395,828 being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(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 31A(4) of the Act).
(d)	174.57 being the amount at 3(c) above (Item R), all divided by Item T (2 above), calculated by the Council, in accordance with Section 31B(1) of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).(Annex C)
(e)	1,233,838 being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act (as per the attached Annex B).
(f)	145.45 being the amount at 3(d) above less the result given by dividing the amount at 3(e) above by Item T (2 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.(Annex D & E)

Part of the Council's area (i.e. tax base for parished areas – Band D equivalent properties).

PARISH	LOCAL TAX BASE		PARISH	LOCAL TAX BASE
Aldington & Bonnington	550.90		Little Chart	124.10
Appledore	326.00		Mersham and Sevington	627.90
Bethersden	676.80		Molash	107.20
Biddenden	1,078.40		Newenden	104.20
Bilsington	143.10		Orlestone	554.90
Boughton Aluph and Eastwell	1,038.10		Pluckley	473.60
Brabourne	586.10		Rolvenden	654.60
Brook	150.30		Ruckinge	326.30
Challock	414.30		Shadoxhurst	489.60
Charing	1,204.00		Smarden	603.00
Chilham	716.70		Smeeth	349.10
Crundale (PM)	92.70		Stanhope	711.70
Egerton	499.80		Stone	209.60
Godmersham	173.80		Tenterden (TC)	3,433.10
Great Chart with Singleton	2,307.00		Warehorne	171.40
Hastingleigh	113.20		Westwell	321.60
High Halden	715.20		Wittersham	524.10
Hothfield	276.00		Woodchurch	818.00
Kenardington	102.00		Wye with Hinxhill	984.50
Kingsnorth	4,076.50			

Parish Council Precepts

PARISH	Parish Precept		PARISH	Parish Precept
Aldington & Bonnington	23,750		Little Chart	6,000
Appledore	26,000		Mersham and Sevington	15,660
Bethersden	21,550		Molash	4,000
Biddenden	48,339		Newenden	5,030
Bilsington	4,230		Orlestone	19,030
Boughton Aluph and Eastwell	21,280		Pluckley	34,000
Brabourne	14,500		Rolvenden	21,629
Brook	5,000		Ruckinge	10,000
Challock	15,770		Shadoxhurst	12,270
Charing	73,678		Smarden	26,370
Chilham	26,321		Smeeth	11,090
Crundale (PM)	200		Stanhope	17,200
Egerton	17,150		Stone	4,250
Godmersham	5,500		Tenterden (TC)	303,177
Great Chart with Singleton	137,520		Warehorne	3,250
Hastingleigh	2,950		Westwell	15,150
High Halden	33,054		Wittersham	20,995
Hothfield	9,500		Woodchurch	20,000
Kenardington	4,340		Wye with Hinxhill	57,583
Kingsnorth	136,522			

BILLING AUTHORITY PART OF COUNCIL TAX 2015/16

PARISH	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H
Aldington & Bonnington	125.71	146.66	167.61	188.56	230.46	272.36	314.27	377.12
Appledore	150.13	175.16	200.18	225.20	275.24	325.29	375.33	450.40
Bethersden	118.19	137.89	157.59	177.29	216.69	256.09	295.48	354.58
Biddenden	126.85	147.99	169.13	190.27	232.55	274.83	317.12	380.54
Bilsington	116.67	136.12	155.56	175.01	213.90	252.79	291.68	350.02
Boughton Aluph and Eastwell	110.63	129.07	147.51	165.95	202.83	239.71	276.58	331.90
Brabourne	113.46	132.37	151.28	170.19	208.01	245.83	283.65	340.38
Brook	119.15	139.00	158.86	178.72	218.44	258.15	297.87	357.44
Challock	122.34	142.73	163.12	183.51	224.29	265.07	305.85	367.02
Charing	137.76	160.72	183.68	206.64	252.56	298.48	344.40	413.28
Chilham	121.45	141.70	161.94	182.18	222.66	263.15	303.63	364.36
Crundale (PM)	98.41	114.81	131.21	147.61	180.41	213.21	246.02	295.22
Egerton	119.84	139.81	159.79	179.76	219.71	259.65	299.60	359.52
Godmersham	118.07	137.74	157.42	177.10	216.46	255.81	295.17	354.20
Great Chart with Singleton	136.71	159.49	182.28	205.06	250.63	296.20	341.77	410.12
Hastingleigh	114.34	133.40	152.45	171.51	209.62	247.74	285.85	343.02
High Halden	127.78	149.08	170.37	191.67	234.26	276.86	319.45	383.34
Hothfield	119.91	139.90	159.88	179.87	219.84	259.81	299.78	359.74
Kenardington	125.33	146.22	167.11	188.00	229.78	271.56	313.33	376.00
Kingsnorth	119.29	139.18	159.06	178.94	218.70	258.47	298.23	357.88
Little Chart	129.20	150.73	172.27	193.80	236.87	279.93	323.00	387.60
Mersham and Sevington	113.59	132.53	151.46	170.39	208.25	246.12	283.98	340.78
Molash	121.84	142.15	162.45	182.76	223.37	263.99	304.60	365.52
Newenden	129.15	150.67	172.20	193.72	236.77	279.82	322.87	387.44
Orlestone	119.83	139.80	159.77	179.74	219.68	259.62	299.57	359.48
Pluckley	144.83	168.96	193.10	217.24	265.52	313.79	362.07	434.48

Rolvenden	118.99	138.83	158.66	178.49	218.15	257.82	297.48	356.98
Ruckinge	117.40	136.97	156.53	176.10	215.23	254.37	293.50	352.20
Shadoxhurst	113.67	132.62	151.56	170.51	208.40	246.29	284.18	341.02
Smarden	126.12	147.14	168.16	189.18	231.22	273.26	315.30	378.36
Smeeth	118.15	137.84	157.53	177.22	216.60	255.98	295.37	354.44
Stanhope	113.08	131.93	150.77	169.62	207.31	245.01	282.70	339.24
Stone	110.49	128.90	147.32	165.73	202.56	239.39	276.22	331.46
Tenterden (TC)	155.84	181.81	207.79	233.76	285.71	337.65	389.60	467.52
Warehorne	109.61	127.87	146.14	164.41	200.95	237.48	274.02	328.82
Westwell	128.37	149.77	171.16	192.56	235.35	278.14	320.93	385.12
Wittersham	123.67	144.29	164.90	185.51	226.73	267.96	309.18	371.02
Woodchurch	113.27	132.14	151.02	169.90	207.66	245.41	283.17	339.80
Wye with Hinxhill	135.96	158.62	181.28	203.94	249.26	294.58	339.90	407.88
Unparished Area	96.97	113.13	129.29	145.45	177.77	210.09	242.42	290.90

PARISH	BAND A	BAND B	BAND C	BAND D	BAND E	BAND F	BAND G	BAND H
Aldington & Bonnington	997.57	1,163.83	1,330.09	1,496.35	1,828.87	2,161.39	2,493.92	2,992.70
Appledore	1,022.00	1,192.33	1,362.66	1,532.99	1,873.65	2,214.31	2,554.99	3,065.98
Bethersden	990.06	1,155.06	1,320.07	1,485.08	1,815.10	2,145.11	2,475.14	2,970.16
Biddenden	998.71	1,165.16	1,331.61	1,498.06	1,830.96	2,163.86	2,496.77	2,996.12
Bilsington	988.54	1,153.29	1,318.05	1,482.80	1,812.31	2,141.82	2,471.34	2,965.60
Boughton Aluph and Eastwell	982.50	1,146.24	1,309.99	1,473.74	1,801.24	2,128.73	2,456.24	2,947.48
Brabourne	985.32	1,149.54	1,313.76	1,477.98	1,806.42	2,134.86	2,463.30	2,955.96
Brook	991.01	1,156.18	1,321.34	1,486.51	1,816.84	2,147.18	2,477.52	2,973.02
Challock	994.20	1,159.90	1,325.60	1,491.30	1,822.70	2,154.10	2,485.50	2,982.60
Charing	1,009.62	1,177.89	1,346.16	1,514.43	1,850.97	2,187.51	2,524.05	3,028.86
Chilham	993.32	1,158.87	1,324.42	1,489.97	1,821.07	2,152.17	2,483.29	2,979.94
Crundale (PM)	970.27	1,131.98	1,293.69	1,455.40	1,778.82	2,102.24	2,425.67	2,910.80
Egerton	991.70	1,156.99	1,322.27	1,487.55	1,818.11	2,148.68	2,479.25	2,975.10
Godmersham	989.93	1,154.92	1,319.90	1,484.89	1,814.86	2,144.84	2,474.82	2,969.78
Great Chart with Singleton	1,008.57	1,176.66	1,344.76	1,512.85	1,849.04	2,185.22	2,521.42	3,025.70
Hastingleigh	986.20	1,150.57	1,314.93	1,479.30	1,808.03	2,136.76	2,465.50	2,958.60
High Halden	999.64	1,166.25	1,332.85	1,499.46	1,832.67	2,165.88	2,499.10	2,998.92
Hothfield	991.78	1,157.07	1,322.37	1,487.66	1,818.25	2,148.84	2,479.44	2,975.32
Kenardington	997.20	1,163.39	1,329.59	1,495.79	1,828.19	2,160.58	2,492.99	2,991.58
Kingsnorth	991.16	1,156.35	1,321.54	1,486.73	1,817.11	2,147.49	2,477.89	2,973.46
Little Chart	1,001.06	1,167.91	1,334.75	1,501.59	1,835.27	2,168.96	2,502.65	3,003.18
Mersham and Sevington	985.46	1,149.70	1,313.94	1,478.18	1,806.66	2,135.14	2,463.64	2,956.36
Molash	993.70	1,159.32	1,324.93	1,490.55	1,821.78	2,153.01	2,484.25	2,981.10
Newenden	1,001.01	1,167.84	1,334.68	1,501.51	1,835.18	2,168.84	2,502.52	3,003.02
Orlestone	991.69	1,156.97	1,322.25	1,487.53	1,818.09	2,148.65	2,479.22	2,975.06
Pluckley	1,016.69	1,186.14	1,355.58	1,525.03	1,863.92	2,202.82	2,541.72	3,050.06
Rolvenden	990.86	1,156.00	1,321.14	1,486.28	1,816.56	2,146.84	2,477.14	2,972.56
Ruckinge	989.26	1,154.14	1,319.01	1,483.89	1,813.64	2,143.39	2,473.15	2,967.78
Shadoxhurst	985.54	1,149.79	1,314.05	1,478.30	1,806.81	2,135.32	2,463.84	2,956.60
Smarden	997.98	1,164.31	1,330.64	1,496.97	1,829.63	2,162.29	2,494.95	2,993.94
Smeeth	990.01	1,155.01	1,320.01	1,485.01	1,815.01	2,145.01	2,475.02	2,970.02
Stanhope	984.94	1,149.10	1,313.25	1,477.41	1,805.72	2,134.03	2,462.35	2,954.82

Stone	982.35	1,146.07	1,309.80	1,473.52	1,800.97	2,128.41	2,455.87	2,947.04
Tenterden (TC)	1,027.70	1,198.99	1,370.27	1,541.55	1,884.11	2,226.68	2,569.25	3,083.10
Warehorne	981.47	1,145.05	1,308.62	1,472.20	1,799.35	2,126.51	2,453.67	2,944.40
Westwell	1,000.24	1,166.94	1,333.65	1,500.35	1,833.76	2,167.17	2,500.59	3,000.70
Wittersham	995.54	1,161.46	1,327.38	1,493.30	1,825.14	2,156.98	2,488.84	2,986.60
Woodchurch	985.13	1,149.32	1,313.50	1,477.69	1,806.06	2,134.44	2,462.82	2,955.38
Wye with Hinxhill	1,007.82	1,175.79	1,343.76	1,511.73	1,847.67	2,183.61	2,519.55	3,023.46
Unparished Area	968.83	1,130.30	1,291.77	1,453.24	1,776.18	2,099.12	2,422.07	2,906.48

Annex E

Precepting Authority	VALUATION BANDS							
	A	B	C	D	E	F	G	H
Ashford Borough Council	96.97	113.13	129.29	145.45	177.77	210.09	242.42	290.90
Kent County Council	726.66	847.77	968.88	1,089.99	1,332.21	1,574.43	1,816.65	2,179.98
Police and Crime Commissioner for Kent	98.10	114.45	130.80	147.15	179.85	212.55	245.25	294.30
Kent and Medway Towns Fire Authority	47.10	54.95	62.80	70.65	86.35	102.05	117.75	141.30

Appendix A

CALCULATION OF THE BUDGET REQUIREMENT AND COUNCIL TAX AT BAND D		
	£	£
Gross Expenditure - General Fund	58,532,340	
Gross Expenditure - HRA	28,255,680	
Parish Precepts	<u>1,233,838</u>	88,021,858
Less Gross Income	(73,012,830)	(73,012,830)
NET EXPENDITURE		<u>15,009,028</u>
Add Deficit Distribution from Collection Fund	0	
New Homes Bonus	(2,324,000)	
Retained Business Rates	(2,628,370)	
Government Grant (RSG and S31 grants)	<u>(2,660,830)</u>	(7,613,200)
BUDGET REQUIREMENT		<u>7,395,828</u>
Less Parish Precepts		(1,233,838)
Council Tax Requirement		<u><u>6,161,990</u></u>
Council Tax Base		42,365
Band 'D' Council Tax		145.45
Average including Parishes		174.57

Appendix B

REVENUE BUDGET				
SUMMARY				
ACTUALS	ESTIMATE	PROJECTED	DETAIL	ESTIMATE
2013/14	2014/15	OUTTURN		2015/16
£	£	2014/15		£
£	£	£		£
1,279,548	1,844,470	1,893,030	Corporate, Strategy & Personnel	1,743,850
1,163,989	1,310,750	1,307,590	Legal & Democratic	1,310,700
1,761,466	1,810,300	2,009,850	Planning & Development	1,821,590
1,835,018	2,055,760	2,036,540	Financial Services	2,167,060
314,814	340,150	360,380	Communications & Technology	298,540
5,176,361	4,610,980	4,598,060	Community & Housing	4,279,500
1,249,647	3,509,990	3,699,140	Culture & the Environment	3,672,270
12,780,844	15,482,400	15,904,590	SERVICE EXPENDITURE	15,293,510
(2,094,985)	(2,138,760)	(1,968,434)	Capital Charges	(2,106,200)
60,200	50,350	50,350	Net Interest	40,260
235,205	241,000	241,000	Concurrent Functions Grant	241,000
3,173,686	12,030	112,750	Drainage Board Levies	265,120
			Contribution to Balances	
14,154,951	13,647,020	14,340,256	ABC BUDGET REQUIREMENT	13,733,690
			INCOME	
(3,798,600)	(2,942,520)	(2,942,520)	Government Grant	(2,106,830)
(1,540,636)	(2,457,510)	(2,457,510)	Retained Business Rates	(2,628,370)
(401,153)	(343,990)	(343,990)	Business Rates S31 Grants	(554,000)
(2,451,700)	(1,878,000)	(2,570,000)	New Homes Bonus	(2,324,000)
81,950	61,500	61,500	Parish CTS Payment	41,500
(5,995,737)	(6,086,500)	(6,086,500)	Council Tax	(6,161,990)
49,075	-	1,236	Budget Gap	-

Licensing and Health and Safety Committee

Minutes of a Meeting of the Licensing and Health and Safety Committee held in the Council Chamber, Civic Centre, Tannery Lane, Ashford on the **19th January 2015**.

Present:

Cllr. Feacey (Chairman);
Cllr. Galpin (Vice-Chairman);
Cllrs. Bennett, Davey, Miss Martin, Mrs Martin, Shorter, Sims, Smith.

Apologies:

Cllrs. Aaby, Hodgkinson, Mrs Hutchinson.

Also Present:

Licensing Manager, Senior Member Services & Scrutiny Support Officer.

323 Declarations of Interest

Councillor	Interest	Minute No.
Feacey	Announced an 'Other Interest' as he was the Managing Director of Energyshift who worked with members of the taxi trade and he was on the Management Committee of UK LPG.	325, 326

324 Minutes

Resolved:

That the Minutes of the Meeting of this Committee held on the 20th January 2014 be approved and confirmed as a correct record.

325 Proposed Fee Levels for 2015/16 Applications

The Licensing Manager introduced the report which recommended the proposed fees for licences for the financial year 2015/16. It covered: - Gambling Related Fees; Sex Establishment Fees; Hackney Carriage and Private Hire Fees; Scrap Metal Dealers Fees; as well as summary of licences and permissions issued between 1st January and 31st December 2014.

Gambling Related Fees

The report recommended an increase of 1% be made to the fees, which was in line with the current rate of inflation.

Sex Establishment Fees

These fees had been re-evaluated in light of the amount of work necessary for processing applications and compliance and as a consequence the report

recommended that both renewals and transfers be reduced by 40%. However, a 1% increase was proposed for the remaining fees (grant of a licence) in line with the current rate of inflation.

Hackney Carriage and Private Hire Fees

The Licensing Manager tabled a document setting out a comparison of the various fees and fares for Hackney Carriages and Private Hire across Kent and Medway.

There were no increases in fees from 2009 to 2012 and in the financial year 2013/14 due to an increase in the number of drivers which ensured that any inflationary costs were covered by the increased income. In 2012/13 most of the fees remained unchanged apart from two which decreased and the introduction of three year driver licenses at an overall saving. The increases and decreases introduced for 2014/15 were outlined in the report. Licenced drivers and proprietors now had up to five additional costs to pay in relation to the annual licensing process: - Disclosure and Barring Service checks (every three years); vehicle compliance checks (every two years); medicals; the knowledge test for Hackney Carriage drivers; and the Driver Standards Agency taxi driving test.

The report recommended that overall fees be increased by an average of 1% in line with the current rate of inflation, with the following exceptions: - The three year driving licence be increased from £75 to £100 to cover administration and compliance costs over the three year period; and the Hackney Carriage drivers test (the knowledge test) be increased from £45 to £50 to cover administration costs.

In response to questions from Members the Licensing Manager advised that the three year licences had been brought in at the £75 rate to encourage drivers to apply for a longer period and save money in the long run. Now they had reached the end of the first three year cycle it was proposed to increase that to £100, which was still a significant saving on the proposed fee of £50 for an annual licence. The proposed rise was purely in order to cover costs as licensing was a function that had to be non-profit making. He accepted that it did appear to be a significant one time rise, but from their introduction it had been understood that the cost of the three year licence was likely to rise and drivers and operators were aware of the proposed increase and there had been no comments received.

The following responses were given to other questions/comments: -

- All vehicles should be able to carry at least four passengers plus their luggage. There were also 15 disabled accessible vehicles on the fleet.
- Many drivers were employed to take children to and from school in arrangements organised by KCC. Therefore it may sometimes be difficult to get a taxi at school run times. The Licensing Manager endeavoured to find out statistics as to the number of taxis that may be employed in this way, but it was pointed out that these figures may be distorted as grants were often now given to families to make their own arrangements, rather than drivers entering in to contracts with KCC directly.
- One operator had looked in to the possibility of using Toyota Prius vehicles, but it would not have been cost effective. There were currently no plans to

provide grants to promote cleaner and greener vehicles and it would require a major policy change for the Council to incentivise a particular type of vehicle.

Scrap Metal Dealers Fees

The report recommended an increase of 1% be made to the fees, which was in line with the current rate of inflation.

Recommended:

- (i) that the fees used for gambling applications and notices as given below be approved.

RECOMMENDED GAMBLING RELATED LICENCE FEES FOR 2015/16

Premises Type	New Application (£)	Annual Fee (£)
New Small Casino	6506	3701
New Large Casino	7806	7469
Regional Casino	12299	114533
Bingo Club	2236	697
Betting Premises (excluding Tracks)	2273	449
Tracks	1749	694
Family Entertainment Centres	1749	601
Adult Gaming Centre	1749	697
Temporary Use Notices	202	N/A

	Application to Vary £	Application to Transfer £	Application for Re-Instatement £	Application for Provisional Statement £	Licence Application (provisional Statement holders) £	Copy Licence £	Notification of Change £
New Small Casino	2671	1553	1305	6506	2319	25	50
New large Casino	3530	1822	2055	7806	3831	25	50
Regional Casino	5766	4198	4198	12299	5989	25	50
Bingo Club	1527	849	849	2236	921	25	50
Betting Premises (excluding Tracks)	1289	849	849	2236	921	25	50
Tracks	1170	849	849	1749	921	25	50
Family Entertainment Centres	787	849	849	1749	761	25	50

Adult Gaming Centre	788	849	849	1749	921	25	50
Temporary Use Notices	N/A	N/A	N/A	N/A	N/A	25	N/A

(ii) that the sex establishment fees as given below be approved.

RECOMMENDED SEX ESTABLISHMENT LICENCE FEES FOR 2015/16

Current Fees:

Grant: £3,172

Transfer: £579

Renewal: £579

Taking into account the above, the recommended fee levels for sex establishments for 2015/16 are as follows:

Grant: **£3,204**

Transfer: **£350**

Renewal: **£350**

(iii) that the hackney carriage, private hire and operator applications licence fees as given below be approved for the purposes of public consultation.

PROPOSED HACKNEY CARRIAGE AND PRIVATE HIRE LICENSING FEES 2015/16

	CURRENT FEES	PROPOSED FEES
	2014/15	2015/16
Private Hire & Hackney Carriage Drivers Licence (for 1 year)	£49.00	£50.00
Private Hire & Hackney Carriage Drivers Licence (for 3 years)	£75.00	£100.00
Additional driver's licence (adding a licence)	£20.00	£20.00
Hackney Carriage Knowledge Test & Re-test	£45.00	£50.00
Replacement badge/Licence	£10.50	£11.00
Vehicle Licence - New (including vehicle plate) for 1 year	£300.00	£303.00
Vehicle Licence - Renewal (including vehicle plate) for 1 year	£280.00	£283.00
Vehicle Plate Internal/External	£25.00	£25.00
Transfer of Vehicle Licence (with or without vehicle plate)	£25.00	£25.00

<i>Vehicle Inspection - Test Fee (set by contract)</i>	<i>Max £28.00</i>	Max £28.00
<i>Vehicle Inspection - Missed Appointment (set by contract)</i>	<i>No charge</i>	No charge
Private Hire Operators Licence - New or Renewal (for 3 years)	1-3 vehicles : £75 4-10 vehicles : £250 11-20 vehicles : £500	1-3 vehicles : £76 4-10 vehicles : £253 11-20 vehicles : £505
To increase number of vehicles licensed during duration of Operators Licence	1-3 to 4-10 : £175 4-10 to 10-20: £250	1-3 to 4-10 : £177 4-10 to 10-20: £253
Fee for Returned (Bounced) Cheques	£16.00	£16.00

(iv) that the scrap metal, site and collectors fees as given below be approved.

	CURRENT FEES 2014/15	PROPOSED FEES 2015/16
Grant Site Licence	£300	£303
Grant Collectors Licence	£200	£202
Renewal Site Licence	N/A	£202
Renewal Collectors Licence	N/A	£101
Variation	£75	£76
Replacement Licence	N/A	£11

326 Review of the Hackney Carriage Fare Scale 2015/16

The Licensing Manager introduced the report which set out a number of options for the Hackney Carriage fare scale for 2015/16. In December 1996 the Council had agreed that the Hackney Carriage fare scale would be reviewed annually. There had been consultation and discussion with the trade at the September 2014 Taxi Forum and a subsequent internet based survey of drivers and operators. This survey had generated a better response rate than the previous postal questionnaire, but still only represented 46 of the approximately 200 eligible respondents.

The four options proposed were: - no change to the current tariff; an increase of 10p or 20p to the starting fare (drop rate); an increase of 3% to the overall tariff; and an increase of 5% to the overall tariff. The rough implications for the cost of a journey for various distances on the basis of each of these options were outlined in the report and the previously tabled comparison document contained the current figures for a two mile tariff at all Kent and Medway Authorities. The responses of the trade were set out within the papers and a majority would prefer an increase of 10p to the drop rate and an additional 3% overall. In terms of the other questions asked as part of the survey 89.1% of respondents had altered their meter to the 2014/15 rate and 78.3% would not support vehicles carrying six or more passengers to be able to charge the 1.5 tariff.

In terms of other costs, as of December 2014, the average price per litre of unleaded fuel in the South East was 114 pence – a decrease of 16 pence on the previous year. Over the same period diesel prices had decreased by approximately 17 pence, and LPG was currently 69.4p per litre and usually sat around 40% of the cost of unleaded petrol. These figures had continued to fall since the compilation of the report. The Consumer Prices Index of inflation stood at 1% in December 2014, the lowest it had been since 2002.

League tables of Hackney Carriage fares, based on a two mile journey placed Ashford 68th highest out of 364 Districts nationally, and 8th of 12 in Kent and Medway.

The Licensing Manager outlined the changes in fares since 2011 and advised that Members were asked to set the maximum levels for fares, although drivers may charge less if they wished to.

Members generally considered it was difficult to support an increase to the fares in a market where costs were dropping markedly.

One Member said she would support a rise in the fares if that was the price to pay to ensure a good, safe and trustworthy Hackney Carriage service. Falling fuel and insurance costs should be taken into account, but these were not the only overheads that drivers had and she considered it would be a little unfair to ignore those that had responded to the survey.

The Committee as a whole considered that the response rate to the survey and participation of drivers in the process was on the whole disappointing and wanted that point to be relayed back to the drivers. Any arguments for changes to the fares would be looked at far more credibly if supported by higher numbers. At present it should be assumed that the 75% plus of those who had not responded were content with the current fares.

In response to a question about what other Authorities were doing with their Hackney Carriage fares, the Licensing Manager advised that not all Councils reviewed their fares every year like Ashford had agreed to do, and many waited for the trade to approach them and make a case for changes. The Committee agreed that they would like to continue to review the fares annually, but it was up to the trade to make their case for any changes and back that up with a lot more detail and evidence in the future. That message should be made clearly to the trade.

Recommended:

That the Hackney Carriage fare scale for 2015/16 as given in the table below be approved for the purpose of issuing a public notice.

DELIBERATLY LEFT BLANK

PROPOSED FARES FOR 2015/16

FARES FOR DISTANCE OR TIME

	<u>£</u>
Rate 1	
If the distance does not exceed 700 yards, for the whole distance or for the first 220.5 seconds of waiting time	2.80
For each subsequent 171.8 yards or uncompleted part thereof	0.20
Or for each subsequent period of 54.5 seconds of waiting time or uncompleted part thereof	0.20

SURCHARGES FOR CERTAIN TIMES AND DAYS:-

Rate 2

- | | |
|---|-------------|
| a) For each hire commenced between 12 midnight and 7 am | 1½ x Rate 1 |
| b) For each hire undertaken on GOOD FRIDAY, EASTER MONDAY, MAY DAY, SPRING BANK HOLIDAY, SUMMER BANK HOLIDAY or any other specifically declared Bank Holiday only. | 1½ x Rate 1 |

Rate 3

- | | |
|--|------------|
| c) For each hire undertaken on a CHRISTMAS DAY, BOXING DAY or NEW YEARS DAY
Note: When the holiday charge (b) or (c) is payable the Night Charge (a) is NOT payable. | 2 x Rate 1 |
|--|------------|

Extras - up to a maximum of £1.20

- | | |
|---|------|
| d) for each person (excluding infants in arms) carried in excess of two persons (two children under 10 years of age count as one person) irrespective of distance. | 0.20 |
| Note: For the purposes of counting the number of persons <u>that the vehicle is licensed to carry</u>, children under 10 years of age should <u>each be counted as a person</u>. A babe in arms should not be counted as a person. | |
| e) for each article of luggage conveyed outside the passenger compartment of the carriage | 0.05 |
| f) for perambulators | 0.05 |
| g) for dogs | 0.10 |

After the conclusion of the Meeting the Licensing Manager drew the Committees attention to a 'Licensing Summary' for 2014 summarising the licences/permissions issued from 1st January – 31st December 2014 and a list of the new Premises Licences issued. He further advised of changes to Regulated Entertainment Permissions and a Bill currently going through Parliament on the Planning Use Class for Betting Shops aimed at tackling the rise in fixed odds betting machines. He also advised of the imminent retirement of the Police's local Licensing Officer PC Julian Postlethwaite who had been a great partner for the Council and would be missed. The Licensing Manager also advised that further details on the emerging changes to Policy would be included in the Post-Election training for the new Council.

Selection & Constitutional Review Committee

Minutes of a Meeting of the Selection & Constitutional Review Committee held in Committee Room No.1 (Fougères Room), Civic Centre, Tannery Lane, Ashford on the 11th February 2015.

Present:

Cllr. Clarkson (Chairman);
Cllr. Cloughton (Vice-Chairman);
Cllrs. Davidson, Davison, Galpin, Hicks, Howard, Mrs Martin, Robey, Shorter.

In accordance with Procedure Rule 1.2 (iii) Councillors Hicks and Shorter attended as Substitute Members for Councillors Burgess and Bennett respectively.

Apologies:

Cllrs. Bennett, Burgess, Chilton, Hodgkinson.

Also Present:

Cllrs. Miss Martin, Smith.

Principal Solicitor for Property & Projects, Electoral Services Manager, Funding & Partnerships Officer, Senior Member Services & Scrutiny Support Officer.

Christopher Morley – Kennington Community Forum, Allen Wells – South Ashford Community Forum.

336 Declarations of Interest

Councillor	Interest	Minute No.
Clarkson	Made a 'Voluntary Announcement' as he had Parish Councils in his Ward.	338
Cloughton	Made a 'Voluntary Announcement' as he attended Kennington Community Forum meetings.	338
Davidson	Made a 'Voluntary Announcement' as he was a member of the Willesborough Community Group.	338
Davison	Made a 'Voluntary Announcement' as he had Parish Councils in his Ward.	338
Galpin	Made a 'Voluntary Announcement' as he attended Central Ashford Community Forum meetings.	338

Hicks	Made a 'Voluntary Announcement' as she had Parish Councils in her Ward.	338
Howard	Made a 'Voluntary Announcement' as he had Parish Councils in his Ward.	338
Mrs Martin	Made a 'Voluntary Announcement' as she attended Kennington Community Forum meetings.	338
Robey	Made a 'Voluntary Announcement' as he had Parish Councils in his Ward.	338
Shorter	Made a 'Voluntary Announcement' as he had Parish Councils in his Ward.	338
Smith	Made a 'Voluntary Announcement' as a member of the SWAN Community Group Management Committee who had been involved in compiling the petition for that area.	338

337 Minutes

Resolved:

That the Minutes of the Meeting of this Committee held on the 9th December 2014 be approved and confirmed as a correct record.

338 Community Governance Review

The Principal Solicitor for Property & Projects introduced the report which set out the details of the proposed Community Governance Review and recommended the Terms of Reference and timetable on which it should be carried out.

She explained that under the Local Government and Public Involvement in Health Act 2007, the duty to carry out Community Governance Reviews had been passed to District Councils. Two petitions had been received, one from North Willesborough which had been validated and another from Kennington which was awaiting validation, with a view to creating Community/Parish Councils. In addition, current guidance suggested that it was good practice for the Council to consider conducting a review every 10-15 years. The last review, a partial review of Parishes in the Borough, was conducted in 2006, so it was timely to carry out a review. There was also a window of opportunity to carry out this review before the Local Government Boundary Commission for England commenced its review of the Borough Ward boundaries (currently scheduled for April 2016).

The Principal Solicitor for Property & Projects ran through the proposed terms of reference for the review process and the timetable for completion which would commence formally once the terms of reference were agreed by Full Council and published. It would be a large piece of work, with two distinct periods of consultation

(initial submissions and ideas and then consideration of the draft recommendations). It was vitally important that the consultation was done correctly and engaged with all of the relevant stakeholders in each area. It would also be important to be very clear on what was being done and what the options were. One issue regarding timing that had been raised was the suggestion that any changes to posts or Councils themselves would ideally come in to affect at the next ordinary date of election (May 2019). The legislation did allow for elections to take place earlier than that if desired, but there were a number of issues that would have to be addressed if that was the case.

The report was then opened up to the Committee and the following responses were given to questions/comments: -

- There would undoubtedly be an impact on staff resources for the Council. Whilst the review was not unexpected it was difficult to 'staff up' for such a piece of work. However they had been careful with the timetable put forward and Officers were fairly confident they could cope.
- There would be liaison with the Boundary Commission on this review ahead of their own review in 2016 so that the two were not working in silos. The Boundary Commission had made it quite clear through its work in other areas that they would probably be looking to reduce the overall numbers of Elected Borough Councillors so there would undoubtedly be some structural changes over the next four years.
- The review would provide an opportunity to examine existing and historical disputes over Parish boundaries and it was hoped that consultees would bring all those issues to the Council's attention.
- There may be opportunities for elections to be held earlier than 2019 if as a result of the review there were any new Councils, but if this were to happen in 2017 for example, that Council would serve a two year term before dovetailing with the existing electoral arrangements in 2019.
- A review of Parish Council boundaries would not simply be a 'numbers game'. It would take into account issues such as existing communities and historical factors. There may be unpopular decisions to take but the review would start from the proviso of 'if it's not broke don't fix it'.

The Chairman then gave Christopher Morley, Chairman of Kennington Community Forum and Allen Wells of South Ashford Community Forum the opportunity to speak on this item.

Mr Morley said he was concerned about the issue of election dates and asked if the terms of reference could be amended to make a more formal statement on the Local Government Boundary Commission for England's guidance document, in that there was provision to alter the date of the next Parish election, particularly if the next elections were not scheduled to take place for some time. He was concerned that if they remained bound to 2019 they would run the risk of losing momentum from the good work that had been undertaken so far.

Mr Wells said he agreed with those comments and hoped that once there was an agreement locally, they would be able to go ahead and elect new Community Councils at the earliest practicable date.

The Principal Solicitor for Property & Projects said she could not support any proposal to amend the terms of reference. As proposed they did not bind the elections to 2019 and did not rule out the option of earlier elections, but any reference to an earlier date may raise expectations and as the outcomes of both the Community Governance review and Boundary Commission review could not be assured, this was potentially dangerous.

The Committee said it wished to acknowledge the huge amount of work that the Officers had already undertaken on this matter and thanked them for their efforts.

Recommended:

- That (i) a Community Governance Review be undertaken.
- (ii) the terms of reference appended to the report be adopted.
- (iii) the timetable for the review as set out in the terms of reference be adopted.

339 Appointment to East Kent Hospitals University NHS Foundation Trust – Council of Governors

The report advised of a need to make a nomination to the East Kent Hospitals University NHS Foundation Trust – Council of Governors. The position covered the six Local Authorities in East Kent and was currently filled by Councillor Patrick Heath of Dover District Council.

Following discussion the Committee agreed to put forward Councillor Jane Martin as Ashford Borough Council's nomination. They also asked that the Council require an annual update report from whichever Councillor was ultimately appointed.

Resolved:

That Councillor Jane Martin be nominated for election to the East Kent Hospitals University NHS Foundation Trust – Council of Governors.

DS

Queries concerning these Minutes? Please contact Danny Sheppard:
Telephone: 01233 330349 Email: danny.sheppard@ashford.gov.uk
Agendas, Reports and Minutes are available on: www.ashford.gov.uk/committees

Agenda Item No: 12
Report To: COUNCIL
Date: 19TH FEBRUARY 2015



Report Title: PROGRAMME OF MEETINGS 2015/16
AND 2016/17

Report Author: Senior Member Services & Scrutiny Support Officer

Summary:	To agree the programme of meetings for 2015/16 and 2016/17
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Key Decision: NO

Affected Wards: N/A

Recommendations : **The Council is asked to agree the programme of meetings for 2015/16 and 2016/17**

Policy Overview: The programmes reflect the monthly Cabinet and Overview & Scrutiny cycle as agreed by the former Executive at its meeting on the 7th January 2010 (Minute No 379/1/10 refers). This generally provides for a Cabinet meeting on the second Thursday of every month and a Planning Committee meeting every four/five weeks. Overview & Scrutiny meetings are programmed in line with the timetable for call-in of items from the Cabinet and will generally fall on the fourth Tuesday of the month.

Financial Implications: N/A

Other Material Implications: N/A

Exemption Clauses: N/A

Background Papers: None

Contacts: danny.sheppard@ashford.gov.uk – Tel: 01233 330349

DATES OF MEETINGS MAY 2015 - MAY 2016

Meetings are usually held at the Civic Centre and start at 7.00pm unless otherwise stated

MAY 2015

F 1

M 4 **BANK HOLIDAY**

Tu 5

W 6

Th 7 ABC Elections

F 8

M 11

Tu 12

W 13

Th 14

F 15

M 18

Tu 19

W 20

Th 21 Selection & CR

F 22

M 25 **BANK HOLIDAY**

Tu 26

W 27

Th 28 Council

F 29

JUNE 2015

M 1

Tu 2

W 3 Planning

Th 4

F 5

M 8

Tu 9 Joint Transportation

W 10

Th 11 Cabinet

F 12

M 15

Tu 16

W 17

Th 18

F 19

M 22

T 23 O&S

W 24

Th 25

F 26

M 29

T 30 Audit

JULY 2015

W 1 Planning

Th 2 JCC 2.30pm

F 3

M 6

Tu 7

W 8

Th 9 Cabinet

F 10 THEAC 9.30am

M 13

Tu 14

W 15

Th 16 Council

F 17

M 20

Tu 21

W 22

Th 23

F 24

M 27

T 28 O&S

W 29 Planning

Th 30

F 31

AUGUST 2015

M 3

Tu 4

W 5

Th 6

F 7

M 10

Tu 11

W 12

Th 13 Cabinet

F 14

M 17

Tu 18

W 19

Th 20

F 21

M 24

Tu 25 O&S

W 26 Planning

Th 27

F 28

M 31 **BANK HOLIDAY**

SEPTEMBER 2015

Tu 1

W 2

Th 3 JCC 2.30pm

F 4

M 7

Tu 8 Joint Transportation

W 9

Th 10 Cabinet

F 11

M 14

Tu 15

W 16

Th 17

F 18

M 21

Tu 22 O&S

W 23 Planning

Th 24

F 25

M 28

Tu 29 Audit

W 30

OCTOBER 2015

Th 1

F 2

M 5

Tu 6 Standards

W 7

Th 8 Cabinet

F 9

M 12

Tu 13

W 14

Th 15 Council

F 16

M 19

Tu 20

W 21 Planning

Th 22

F 23

M 26 THEAC

Tu 27 O&S

W 28

Th 29

F 30

NOVEMBER 2015

M 2

Tu 3

W 4

Th 5 JCC 2.30pm

F 6

M 9

Tu 10

W 11

Th 12 Cabinet

F 13

M 16

Tu 17

W 18 Planning

Th 19

F 20

M 23

Tu 24 O&S

W 25

Th 26

F 27

M 30

DECEMBER 2015

Tu 1 Audit
 W 2
 Th 3 Cabinet
 F 4

 M 7
 Tu 8 Joint Transportation
 W 9
 Th 10 Council
 F 11

 M 14
 Tu 15 O&S
 W 16 Planning
 Th 17
 F 18

 M 21
 Tu 22
 W 23
 Th 24 OFFICES CLOSED
 F 25 **CHRISTMAS DAY**

 M 28 **BANK HOLIDAY**
 Tu 29
 W 30
 Th 31

JANUARY 2016

F 1 **NEW YEAR'S DAY**

 M 4
 Tu 5
 W 6
 Th 7 JCC 2.30pm
 F 8

 M 11
 Tu 12
 W 13
 Th 14 Cabinet
 F 15 THEAC 9.30am

 M 18 Licensing & H&S 10am
 Tu 19
 W 20 Planning
 Th 21
 F 22

 M 25
 Tu 26 O&S
 W 27
 Th 28
 F 29

FEBRUARY 2016

M 1
 Tu 2
 W 3
 Th 4
 F 5

 M 8
 Tu 9
 W 10
 Th 11 Cabinet
 F 12

M 15
 Tu 16
 W 17 Planning
 Th 18 Council (C Tax)
 F 19

 M 22
 Tu 23 O&S
 W 24
 Th 25
 F 26

 M 29

MARCH 2016

Tu 1
 W 2
 Th 3 JCC 2.30pm
 F 4

 M 7
 Tu 8 Joint Transportation
 W 9
 Th 10 Cabinet
 F 11

 M 14
 Tu 15 Audit
 W 16 Planning
 Th 17
 F 18

 M 21
 Tu 22 O&S
 W 23
 Th 24
 F 25 **GOOD FRIDAY**

 M 28 **EASTER MONDAY**
 Tu 29
 W 30
 Th 31

APRIL 2016

F 1

 M 4
 Tu 5
 W 6
 Th 7
 F 8

 M 11
 Tu 12
 W 13
 Th 14 Cabinet
 F 15

 M 18
 Tu 19
 W 20 Planning
 Th 21 Council
 F 22

 M 25 THEAC
 T 26 O&S
 W 27
 Th 28
 F 29

MAY 2016

M 2 **BANK HOLIDAY**
 Tu 3 Selection & CR
 W 4
 Th 5 JCC 2.30pm
 F 6


 M 9
 Tu 10
 W 11
 Th 12 Cabinet
 F 13

 M 16
 Tu 17
 W 18 Planning
 Th 19 Council
 F 20

 M 23
 Tu 24 O&S
 W 25
 Th 26
 F 27

 M 30 **BANK HOLIDAY**
 Tu 31

KEY

- O&S - Overview and Scrutiny
- JCC - Joint Consultative Committee
- EN&C - Environment, Nature & Conservation
- THEAC - Transportation, Highways & Engineering Advisory Committee
- SGGP - Single Grants Gateway Panel
-  = School Holidays

DATES OF MEETINGS MAY 2016 - MAY 2017

Meetings are usually held at the Civic Centre and start at 7.00pm unless otherwise stated

MAY 2016

M 2 **BANK HOLIDAY**
 Tu 3 Selection & CR
 W 4
 Th 5 JCC 2.30pm
 F 6

M 9
 Tu 10
 W 11
 Th 12 Cabinet
 F 13

M 16
 Tu 17
 W 18 Planning Council
 Th 19
 F 20

M 23
 Tu 24 O&S
 W 25
 Th 26
 F 27

M 30 **BANK HOLIDAY**
 Tu 31

JUNE 2016

W 1
 Th 2
 F 3

M 6
 Tu 7
 W 8
 Th 9 Cabinet
 F 10

M 13
 Tu 14 Joint Transportation Planning
 W 15
 Th 16
 F 17

M 20
 T 21
 W 22
 Th 23
 F 24

M 27
 T 28 O&S
 W 29
 Th 30 Audit

JULY 2016

F 1
 M 4
 Tu 5
 W 6
 Th 7 JCC 2.30pm
 F 8

M 11
 Tu 12
 W 13
 Th 14 Cabinet
 F 15 THEAC 9.30am

M 18
 Tu 19
 W 20 Planning Council
 Th 21
 F 22

M 25
 T 26 O&S
 W 27
 Th 28
 F 29

AUGUST 2016

M 1
 Tu 2
 W 3
 Th 4
 F 5

M 8
 Tu 9
 W 10
 Th 11 Cabinet
 F 12

M 15
 Tu 16
 W 17
 Th 18 Planning
 F 19

M 22
 Tu 23 O&S
 W 24
 Th 25
 F 26

M 29 **BANK HOLIDAY**
 Tu 30
 W 31

SEPTEMBER 2016

Th 1 JCC 2.30pm
 F 2

M 5
 Tu 6
 W 7
 Th 8 Cabinet
 F 9

M 12
 Tu 13 Joint Transportation Planning
 W 14
 Th 15
 F 16

M 19
 Tu 20
 W 21
 Th 22

F 23
 M 26
 Tu 27 O&S
 W 28
 Th 29 Audit
 F 30

OCTOBER 2016

M 3
 Tu 4 Standards
 W 5
 Th 6
 F 7

M 10
 Tu 11
 W 12 Cabinet
 Th 13
 F 14

M 17
 Tu 18
 W 19 Planning Council
 Th 20
 F 21

M 24
 Tu 25 O&S
 W 26
 Th 27
 F 28

M 31 THEAC

NOVEMBER 2016

Tu 1
 W 2
 Th 3 JCC 2.30pm
 F 4

M 7
 Tu 8
 W 9
 Th 10 Cabinet
 F 11

M 14
 Tu 15
 W 16 Planning
 Th 17
 F 18

M 21
 Tu 22 O&S
 W 23
 Th 24
 F 25

M 28
 Tu 29
 W 30

DECEMBER 2016

Th 1
F 2

M 5
Tu 6 Audit
W 7
Th 8 Cabinet
F 9

M 12
Tu 13 Joint Transportation
W 14 Planning
Th 15 Council
F 16

M 19
Tu 20 O&S
W 21
Th 22
F 23

M 26 **BANK HOLIDAY**
Tu 27 **BANK HOLIDAY**
W 28 **OFFICES CLOSED**
Th 29
F 30

JANUARY 2017

M 2 **BANK HOLIDAY**
Tu 3
W 4
Th 5 JCC 2.30pm
F 6

M 9
Tu 10
W 11
Th 12 Cabinet
F 13 THEAC 9.30am

M 16 Licensing & H&S 10am
Tu 17
W 18 Planning
Th 19
F 20

M 23
Tu 24 O&S
W 25
Th 26
F 27

M 30
Tu 31

FEBRUARY 2017

W 1
Th 2
F 3

M 6
Tu 7
W 8
Th 9 Cabinet
F 10

M 13
Tu 14
W 15 Planning
Th 16 Council (C Tax)
F 17

M 20
Tu 21
W 22
Th 23
F 24

M 27
Tu 28 O&S

MARCH 2017

W 1
Th 2 JCC 2.30pm
F 3

M 6
Tu 7
W 8
Th 9 Cabinet
F 10

M 13
Tu 14 Joint Transportation
W 15 Planning
Th 16
F 17

M 20
Tu 21 Audit
W 22
Th 23
F 24

M 27
Tu 28 O&S
W 29
Th 30
F 31

APRIL 2017

M 3
Tu 4
W 5
Th 6 Cabinet
F 7

M 10
Tu 11
W 12
Th 13
F 14 **GOOD FRIDAY**

M 17 **EASTER MONDAY**
Tu 18
W 19 Planning
Th 20 Council
F 21

M 24 THEAC
T 25 O&S
W 26
Th 27
F 28

MAY 2017

M 1 **BANK HOLIDAY**
Tu 2 Selection & CR
W 3
Th 4 JCC 2.30pm
KCC Elections

F 5

M 8
Tu 9
W 10
Th 11 Cabinet
F 12

M 15
Tu 16
W 17 Planning
Th 18 Council
F 19

M 22
Tu 23 O&S
W 24
Th 25
F 26

M 29 **BANK HOLIDAY**
Tu 30
W 31

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