

Cabinet  
04/April2024



COTSWOLD  
DISTRICT COUNCIL

## Minutes of a meeting of Cabinet held on Thursday, 4 April 2024

### Councillors present:

Joe Harris - Leader  
Paul Hodgkinson

Mike Evemy – Deputy Leader  
Juliet Layton

Lisa Spivey

### Officers present:

David Stanley, Deputy Chief Executive and  
Chief Finance Officer  
Angela Claridge, Director of Governance and  
Development (Monitoring Officer)  
Frank Wilson, Interim Managing Director  
(Publica)  
Andrew Brown, Democratic Services Business  
Manager

Caleb Harris, Senior Democratic Services  
Officer  
Mandy Fathers, Business Manager for  
Environmental, Welfare and Revenue Service  
Kira Thompson, Election and Democratic  
Services Support Assistant

### Observers:

Councillor Nikki Ind

## **259** Apologies

Apologies for absence were received from Councillors Claire Bloomer, Tony Dale and Mike McKeown.

## **260** Declarations of Interest

There were no declarations of interest from Members.

There were no declarations of interest from Officers.

## **261** Minutes

The minutes of the Cabinet meeting of 7 March 2024 were considered as part of the pack.

The Deputy Leader raised the following correction to the wording:

- Minute 250 – page 9 of the document – 6<sup>th</sup> bullet point – The Deputy Leader proposed the following wording ‘The additional Council Tax revenue from the second homes levy would support affordable housing provision.’

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The minutes were proposed by Councillor Joe Harris and seconded by Councillor Evemy.

RESOLVED that, subject to the amendment tabled, the minutes of the meeting of the 7 March 2024 be approved as a correct record.

### Voting Record

**3 For, Against, 2 Abstention, Absent/Did not vote**

For	Against	Abstention	Absent/Did not vote
Juliet Layton		Joe Harris	Claire Bloomer
Lisa Spivey		Paul Hodgkinson	Mike McKeown
Mike Evemy			Tony Dale

### **262** Leader's Announcements

The Leader announced that Ollie Somervell from the Communications Team had left after 5 years at the Council. The Leader wished to note for the record thanks for all of the work done by Ollie and offer best wishes for the future.

It was also noted that the Local Plan consultation and the Cirencester Town Centre MasterPlan consultation were to close on 7 April 2024 and encouraged the public to engage and provide their comments on the plan.

The Leader wished to raise the issue of coach parking in Bourton-on-the-Water and made the following points:

- The Leader attended a meeting hosted by the Member of Parliament for the Cotswolds, Sir Geoffrey Clifton-Brown, on this issue.
- This was a traffic issue and that the Council's interest was in providing community leadership and assisting where it can in finding a solution.
- The proposal to adjust the use of the Rissington Road car park was not seen as viable due to the revenue budget loss and the large capital funds needed to create a facility for coach parking.
- The Council would look at proposals and continue to engage with the communities on solutions.

Finally, the Leader wished to raise that the Council would be celebrating its 50th anniversary since its creation in 1974 and that over the summer there would be a number of events to mark the history of the Council.

### **263** Public Questions

There were no public questions.

### **264** Member Questions

There were no Member Questions.

**265 Issues Arising from Overview and Scrutiny and/or Audit and Governance**

There were no recommendations from the Overview and Scrutiny Committee or issues arising from the Audit and Governance Committee.

**266 Discretionary Rate Relief in excess of £10,000**

The purpose of this item was to consider four new applications for discretionary rate relief for the 2023/2024 Business Rates liability in respect of Freedom Leisure, two of which were in excess of £10,000.

The Deputy Leader and Cabinet Member for Finance introduced the item and outlined the following points:

- The recommendation would grant discretionary rate relief to Freedom Leisure who have operated the leisure and cultural facilities on behalf of the Council since August 2023.
- The contract agreed with Freedom Leisure was on the basis of the Council granting the rate relief. It was outlined that this had been done with the previous tenderers for the contract.
- If Cabinet was not to grant the relief, this would present contractual issues with the provider as this was part of the terms of the leisure and cultural tender.
- It was noted in paragraph 5.2 that the cost would be shared between the UK Government and Gloucestershire County Council.
- It was noted that the cost to the Council would be £14,388.02.
- Recommendations 2 and 3 would provide approval for the automatic administration of Discretionary Rate Relief in line with the contract with Freedom Leisure.

Cabinet wished to record its thanks to Freedom Leisure for the work being done to deliver leisure services on behalf of the Council.

The recommendations were proposed by Councillor Every and seconded by Councillor Hodgkinson

**Voting Record**

**5 For, 0 Against, 0 Abstentions, 3 Absent/Did not vote**

For	Against	Abstention	Absent/Did not vote
Joe Harris			Claire Bloomer
Juliet Layton			Mike McKeown
Lisa Spivey			Tony Dale
Mike Every			
Paul Hodgkinson			

**267 Fixed Penalty Notice Policy**

The purpose of this item was to consider a new policy for the administration of Fixed Penalty Notices.

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The Cabinet Member for Planning and Regulatory Services, Councillor Layton introduced the item and outlined the following points:

- Cabinet approved in December 2023 to increase the fine levels to the maximum level permissible by the Government. Following this decision, the formation of a clear fixed penalty notice policy document was required with the new rates.
- This policy would cover a range of environmental offences outlined at paragraph 3.4 which included fly tipping and dog fouling.
- The policy would be an easier method than prosecution through the courts for dealing with these offences.

Councillor Layton proposed the recommendations and Councillor Joe Harris seconded.

RESOLVED: That Cabinet:

I. APPROVED the Fixed Penalty Notice Policy

### Voting Record

**5 For, 0 Against, 0 Abstentions, 3 Absent/Did not vote**

For	Against	Abstention	Absent/Did not vote
Joe Harris			Claire Bloomer
Juliet Layton			Mike McKeown
Lisa Spivey			Tony Dale
Mike Evely			
Paul Hodgkinson			

### **268** Schedule of Decisions taken by the Leader of the Council and/or Individual Cabinet Members

The purpose of this item was to note any decisions taken by the Leader of the Council and/or individual Cabinet Members.

Cabinet NOTED the Schedule of Decisions taken.

### **269** Matters exempt from publication

The Leader moved a motion that Cabinet exclude the press and the public from the meeting for consideration of item 12, in accordance with the provisions of Paragraph 4(2)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2012 on the grounds that their presence could involve the likely disclosure of exempt information as described in paragraphs 2 and 3 of Schedule 12A of the Local Government Act 1972, with the public interest in maintaining the exemption outweighing the public interest in disclosure.

Councillor Evely seconded the motion.

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For	Against	Abstention	Absent/Did not vote
Joe Harris			Claire Bloomer
Juliet Layton			Mike McKeown
Lisa Spivey			Tony Dale
Mike Every			
Paul Hodgkinson			

Following the vote, the Leader thanked the public for their attendance and asked that the webcasting of the meeting be stopped.

**270 Write off in excess of £5,000**

The purpose of this item was to seek approval for the writing-off of council tax debt in excess of £5,000.

The Deputy Leader and Cabinet Member for Finance introduced this item and outlined the recommendations to Cabinet.

The Deputy Leader reaffirmed that the main reason the decision was taken in private session was because that the individual could be identified if the report was in public session.

The Deputy Leader noted that noted that the circumstances of the individual within the exempt report meant that there was no opportunity for the Council to recover the council tax debt.

The recommendations were proposed by Councillor Every and seconded by Councillor Joe Harris.

RESOLVED: That Cabinet

I. APPROVED the write off of £9,447.95 as detailed within the report

**Voting Record**

**5 For, 0 Against, 0 Abstention, 3 Absent/Did not vote**

For	Against	Abstention	Absent/Did not vote
Joe Harris			Claire Bloomer
Juliet Layton			Mike McKeown
Lisa Spivey			Tony Dale
Mike Every			
Paul Hodgkinson			

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**271 Exempt Annex for Agenda Item 9**

Cabinet did not discuss the exempt annex in public or private session.

The Meeting commenced at 6.00 pm and closed at 6.17 pm

Chair

(END)