



*St Edmundsbury*  
BOROUGH COUNCIL

## DECISIONS NOTICE

The following decisions were taken in the week ending 3 November 2006 and, if not called in by Councillors, will come into operation on Monday 13 November 2006. A decision may be called in, in accordance with the Rules of Procedure contained within Part 4 of the Constitution, by Councillors submitting a request in writing to Democratic Services (e-mail: [democratic.services@stedsbcc.gov.uk](mailto:democratic.services@stedsbcc.gov.uk)) by 5 p.m. on Friday 10 November 2006.

### A. DECISIONS TAKEN BY CABINET ON 1 NOVEMBER 2006

Item No.	Subject (Forward Plan Ref)	Report No.	Decision	Financial Implications	Reason(s) for Decision	Other Option(s) Considered	Contact(s)
6	Report from the Overview and Scrutiny Committee: 25 October 2006	X282	<p><b>(a) Cabinets Forward Plan for November 2006 to February 2007</b></p> <p><b>(a) Public Service Village</b> (1) Members be reminded of the decision making process associated with the Public Service Village, and informed of the consultation to be undertaken with Members; and (2) the Portfolio Holders for Economy and Asset Management and Resources and Community Development, who sit on the Public Service Village Programme Board, attend a question and answer session at a future meeting of the Overview and Scrutiny</p>	There are no direct financial implications in Members being made aware of issues surrounding the Public Service Village.	The Overview and Scrutiny Committee considered that Members should be kept more fully informed as to the decision making process associated with the development of a Public Service Village.	Not informing Members was not considered an option.	Nigel Aitkens (01284-735258)  Ivan Sams (01284-757304)

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			<p>Committee.</p> <p><b>(b) Council Comprehensive Performance Assessment Improvement Plan: Update</b></p> <p>The Chief Executive, in consultation with the Portfolio Holder for Performance and Organisational Development, be authorised to update the Comprehensive Performance Assessment Improvement Plan to reflect the additional actions which may be needed following the Use of Resources and Direction of Travel assessment by the Audit Commission.</p>	There are no direct financial implications in updating the Improvement Plan.	There is an necessity for the Improvement Plan to be updated.	Not to update the Improvement Plan was not considered an option.	<p>John Griffiths (01284-757136)</p> <p>Deborah Cadman (01284-757001)</p>
7	Review of Parish Revenue Grants Scheme (Nov06/06)	X283	Subject to the approval of full Council, the Parish Revenue Grant System be amended to limit the maximum grant any one parish council can receive to 10% of the total parish grant, with effect from the grant paid in the financial year 2007/2008.	There are no direct financial implications for the Borough Council as the total Parish Revenue Grant Budget will not be affected by this decision.	The Overview and Scrutiny Committee had been reviewing the Parish Revenue Grants system and had consulted with Parishes. From the responses received and discussions at the Committee it was agreed to recommend an amendment to the scheme.	Options were considered by the Overview and Scrutiny Committee.	<p>Sara Mildmay-White (01359-270580)</p> <p>Adriana Stapleton (01284-757613)</p>

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8	Member Champions	X284	That the issue of appointing Member Champions not be pursued further.	There are no financial implications in not considering appointing Member Champions.	The implications of appointing Member Champions had previously been considered by the Overview and Scrutiny Committee, Democratic Renewal Panel, the Cabinet and full Council. Full Council agreed the principle of appointing Member Champions but requested the Overview and Scrutiny Committee to consider topics that might be appropriate for the appointment of Champions and to make recommendations to Cabinet. The Committee concluded that they could not recommend the appointment of Member Champions and that the current informal system of Members Championing issues they felt strongly about could not be improved upon in terms of effectiveness.	Options had previously been considered by Overview and Scrutiny Committee, Democratic Renewal Panel, the Cabinet and full Council.	Jeff Stevens (01440-762511) Adriana Stapleton (01284-757613)
9	Public Service Village (Nov06/05)	Agenda item 9	Subject to the approval of full Council:- (1) the Head of Property Services, in consultation with the Portfolio Holder for Economy and Asset Management and Chief Finance Officer, be authorised	The cost of the partial decant of the Western Way offices in Bury St Edmunds will be up to £50,000, which will be funded from the	It is necessary to decant members of staff from the Western Way offices in advance of the building works to construct the Public Service Village. It was agreed that any decant would be	Not decanting the Western Way offices in advance of the building works was not considered an option.	Nigel Aitkens (01284-735258) Ivan Sams (01284-757304)

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			to incur expenditure of up to £50,000 to facilitate the partial decant of the Western Way Offices in advance of any building works; and (2) the £50,000 to be funded from the Capital Reserve.	Capital Reserve.	accommodated within the existing offices both at Western Way and the Borough Offices, Angel Hill, Bury St Edmunds.		
12	Recommendations from Grant Panel: 17 October 2006 (Nov06/04)	X286	That the following awards be made in respect of the 2006/2007 financial year, subject to clarification as to whether the applicant is able to reclaim the VAT included in the grant application. If it confirmed that an applicant is able to reclaim VAT, not more than 50% of the costs before VAT be awarded:-  <b>(a) Art Grants</b> (1) £500 be awarded to Bury St Edmunds Concert Club to promote cultural and classical music in the Borough.  <b>(b) Recreations, Village Halls and Play Areas Grants</b> (1) £2,500 be awarded to Kedington and District Branch of the Royal British Legion towards the purchase and installation of new heaters; (2) £5,000 be awarded to Pakenham Village Hall and Playing Field Association towards the new play area; (3) £9,000 be awarded to	The Cabinet awarded a total of £45,167 in grants.	Detailed discussions on each individual application grant were held by the Grant Panel at its meeting on 17 October 2006.	Options were considered in detail by the Grant Panel.	Sara Mildmay-White (01359-270580)  Mike Dawson (01284-757060)

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			<p>Culford Village Hall Committee towards the new extension subject to the remainder of the funds being raised and confirmed by alternative funders;</p> <p>(4) £3,913 be awarded to Hundon Village Hall and Playing Field Committee towards the new kitchen;</p> <p>(5) £20,000 be awarded to Lidgate Village Hall Management Committee towards the modernisation and refurbishment of the Lidgate Village Hall with the remainder being funded by own resources, grants and donations; and</p> <p>(6) £2,834 be awarded to Great Thurlow Parish Council towards the upgrading of the equipment and new fencing to the play area, subject to matched funding being confirmed.</p> <p><b>(c) Applications outside the current Council funding criteria or budget allocation</b></p> <p>(1) £1,000 be awarded to Optua Leisure Service towards the cost of staging the second Optua showcase day in Bury St Edmunds in Spring 2007; and</p> <p>(2) £420 be awarded to</p>				

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			Manic Monday Youth Club towards the rent and liability insurance costs of the Youth Club for 2007.				
13	Recommendation from the Emergency Panel: 10 October 2006 (Nov06/03)	X287	£3,375 be paid to the Joint Emergency Planning Unit from the 2007/2008 budget, in return for the provision of emergency training for St Edmundsbury representatives in 2007/2008 and the cost in future years also be met from the Emergency Planning Training Budget.	A payment of £3,375 will be made to the Joint Emergency Planning Unit from the 2007/2008 budget and the cost in future years be met from the Emergency Planning Training budget.	The Borough Council's contribution towards the Suffolk Local Authorities Joint Emergency Planning Unit includes the provision of emergency training for representatives of St Edmundsbury, and is considered to be cost effective and saves duplication.	Options were considered by the Emergency Panel.	Jeremy Farthing (01440-820763)  David Bird (01284-757035)
14	Minutes and Recommendations from the Planning Policy Panel (Nov06/01)	X288	<b>(a) Minutes: 14 September 2006</b>  <b>(1) Suffolk County Council Minerals and Waste Development Framework: Minerals Site Allocation Issues and Options Report and the Minerals Core Strategy Issues and Option Paper (2)</b> That the comments contained in paragraphs 3, 4 and 5 of Report X206 and Appendix A to Report X206 form the basis of the Borough Council's formal response to the consultation on the Minerals Site Allocation Issues and Options Report and the Minerals Core Strategy Issues and Option Paper (2) of	There are no direct financial implications in providing a response to these consultation documents.	The response to the consultation document was considered in detail by the Planning Policy Panel.	Options were considered by the Planning Policy Panel.	Terry Clements (01284-827161)  Ian Poole (01284-757350)

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			<p>Suffolk County Council's Minerals and Waste Development Framework, be approved.</p> <p><b>(2) Replacement St Edmundsbury Borough Local Plan 2006 Policy DS4: Concept Statements and Masterplans</b></p> <p>(1) Masterplans will not normally be adopted as Supplementary Planning Documents, but as planning guidance to be a material consideration in determining planning applications;</p> <p>(2) the protocol for the preparation of Masterplans, as contained in paragraph 3.2 of Report X207, for minor consultation with developer and landowner interests, be approved subject to an amendment to Section 5 to read, '... the submission document should be accompanied by a statement of consultation, with evidence that identifies:- ...'; and</p> <p>(3) the amendments, as contained in paragraphs 4.2 and 4.3 of Report X207, to the protocol for preparing Concept Statements previously approved by the Planning Policy Panel on 12 July 2005, be approved.</p>	<p>The production of the protocols was contained within existing budgets.</p>	<p>The adopted Replacement St Edmundsbury Borough Local Plan contained a requirement for the preparation of Masterplans for large sites allocated for development in the Plan. Concept statements were an approved part of the Masterplan preparation process.</p>	<p>Options were considered by the Planning Policy Panel.</p>	<p>Terry Clements (01284-827161)</p> <p>Ian Poole (01284-757350)</p>

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		X289	<p><b>(b) Recommendations: 12 October 2006</b></p> <p><b>(1) Replacement St Edmundsbury Local Plan 2016: Draft Concept Statement for Station Hill and Tayfen Road, Bury St Edmunds</b>            (i) The draft concept statement, as contained within Appendix A to Report X255, be approved for public consultation; and            (ii) the Head of Planning and Engineering Services be authorised to make any necessary amendments in respect of trees with preservation orders, minor typographical, grammatical or similar textual changes prior to the publication of the draft document for public consultation.</p> <p><b>(2) Draft Statement of Community Involvement</b>            (i) The pre-submission Regulation 26 version of the Statement of Community Involvement attached as Appendix 1 to Report X256 be approved for consultation purposes;            (ii) the Head of Planning and Engineering Services be</p>	<p>The production of this concept statement was undertaken by external consultants within existing budgets. Prospective developers are being asked to contribute towards the cost of consultation.</p> <p>The production of the Statement of Community Involvement is contained within existing budgets.</p>	<p>Concept statements are required for large sites allocated for development in the Local Plan 2016.</p> <p>The Borough Council is required to produce a Statement of Community Involvement and to consult on its contents prior to publication.</p>	<p>The detail of the concept statement was considered by the Planning Policy Panel.</p> <p>The detail of the Statement of Community Involvement was considered by the Planning Policy Panel.</p>	<p>Terry Clements (01284-827161) Ian Poole (01284-757350)</p> <p>Terry Clements (01284-827161) Ian Poole (01284-757350)</p>

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			<p>authorised to incorporate into the Statement of Community Involvement any further minor changes as are necessary to make any spelling, grammatical, factual, formatting and numbering corrections; and</p> <p>(iii) the comments received during the informal consultation on the Statement of Community Involvement deposited on the Council's website be noted and the responses approved.</p> <p><b>(3) Local Development Framework: Sustainability Appraisal/Strategic Environmental Assessment Scoping Report</b></p> <p>(i) The Draft Sustainability Appraisal/Strategic Environmental Assessment - Scoping Report for the St Edmundsbury Local Development Framework, attached as Appendix A to Report X257 be approved, for a six weeks limited consultation period as set out in paragraph 3.2 of Report X257; and</p> <p>(ii) the Head of Planning and Engineering Services be authorised to incorporate into the Draft Scoping Report any</p>	<p>The production of the Scoping Report is contained within existing budgets.</p>	<p>Under new regulations the Local Development Framework needs to be subject to extensive appraisal of its sustainability. A Scoping Report is required as the first stage of the process.</p>	<p>The detail of the Scoping Report was considered by the Planning Policy Panel.</p>	<p>Terry Clements (01284-827161)</p> <p>Ian Poole (01284-757350)</p>

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			<p>further minor changes as are necessary to make any spelling, grammatical, factual, formatting and numbering corrections.</p> <p><b>(4) Mid Suffolk Local Development Framework: Core Strategy Issues and Options Key Service Centres</b>  The Head of Planning and Engineering Services, in consultation with the Chairman of the Planning Policy Panel and Portfolio Holder for Transport, Planning and Leisure, be authorised to formulate the response to the Mid Suffolk District Council consultation on Mid Suffolk Local Development Framework: Core Strategy Issues and Options – Key Service Centres and that a copy of the response be circulated to all Members and Substitute Members of the Planning Policy Panel.</p>	There are no financial implications in responding to the Mid Suffolk District Council consultation.	Because of the potential implications for St Edmundsbury, it was considered essential to respond to the Mid Suffolk District Council consultation document.	The detail of the response was considered by the Planning Policy Panel.	<p>Terry Clements (01284-827161)</p> <p>Ian Poole (01284-757350)</p>
15	Sustainable Development Panel	X290	<p>(1) The Membership of the Sustainable Development Panel be increased from 10 to 11 Members;</p> <p>(2) the Terms of Reference, detailed in Paper X290 be approved; and</p> <p>(3) the Head of Legal and Democratic Services be</p>	There are no direct financial implications from replacing the Planning Policy Panel and Car Parking Working Party with the new Sustainable	It was considered appropriate to form a panel that addressed the strategic issues to do with all environmental requirements placed upon the Borough Council.	No other options were considered as it was considered appropriate to form a new panel with a wider remit.	<p>Terry Clements (01284-827161)</p> <p>Jerry Massey (01284-757302)</p>

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			authorised to appoint Members to the Sustainable Development Panel in accordance with nominations from Group Leaders.	Development Panel.			
16	Business Support in Suffolk: Future Arrangements (Nov06/07)	Agenda item 16	The Chief Executive, in consultation with the Leader and Portfolio Holder for Economy and Asset Management, be given delegated authority to agree the Council's position on the new arrangements for the delivery of Business Support Services in Suffolk.	There are no direct financial implications in determining the Council's position on the new arrangements for the delivery of business support services in Suffolk.	The East of England Development Agency has revised its approach to supporting small and medium sized businesses. The Borough Council, along with other local authorities in Suffolk, has a direct board level interest in the two organisations that wish to be involved within the new arrangements.	Detailed options were not considered and therefore authority was given to the delegated Chief Executive, in consultation with the Leader and Portfolio Holder for Economy and Asset Management.	Nigel Aitkens (01284-735258) Jerry Massey (01284-757302)
17	Recommendations from the Haverhill Area Working Party: 23 October 2006	X291	<p><b>(a) Internal Marketing Strategy: Taking a fresh look at Haverhill</b></p> <p>(1) The Draft Internal Marketing Strategy as detailed in Paper X268, as amended, be approved.</p> <p>(2) The Marketing Strategy Action Plan detailed in Paper X268, as amended, be:-</p> <p>(a) publicised and comments be invited on an on-going basis from partner organisations and members of the public; and</p> <p>(b) incorporated into the Area Working Party Work Programme and reviewed on a six monthly basis.</p> <p>(3) The officers discuss the</p>	The Council has provided a budget for the Haverhill Area Working Party to help implement the Haverhill Masterplan. Therefore, the financial implications of implementing these decisions will be contained within existing budgets.	The Haverhill Area Working Party considered each issue in detail.	Other options were considered by the Haverhill Area Working Party.	Jeff Stevens (01440-762511) Mike Dawson (01284-757060)

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			<p>implementation of the Marketing Strategy Action Plan with partner organisations as required.</p> <p><b>(b) Haverhill Town Centre: Bespoke Street Furniture Range</b>  (1) The designs for bespoke street furniture as detailed in Report X269 be approved.</p> <p><b>(c) Jubilee Walk Enhancement Scheme: Art Panel</b>  (1) Councillors Hanlon and Mrs Rushbrook be appointed as the Haverhill Area Working Party's representatives on the Art Panel; and  (2) the Art Panel to include a representative of Haverhill Town Council.</p>				
18	Revenues Collection Performance	X292	<p>(1) The levels of collection performance achieved, as set out in Section 8 of Report X292, be noted.</p> <p>(2) The write off of the amounts detailed in the exempt appendices to Report X292, being 35 accounts for business rates totalling £151,333.25 (exempt Appendix 1), 78 accounts for Council Tax totalling £67,452.96 (exempt Appendix 2) and 8 accounts for sundry debts £20,503.68 (exempt</p>	The write off of the amounts detailed in the exempt appendices to Report X292, being 35 accounts for business rates totalling £151,333.25 (exempt Appendix 1), 78 accounts for Council Tax totalling £67,452.96 (exempt Appendix	When all the debt collection procedures have been exhausted, the outstanding debt is written off using delegated authority of either the Chief Finance Officer for debts up to £750 or by the Cabinet for debts over £750. Detailed reasons for the decisions were included in the exempt appendices to the report.	Options were considered prior to recommending write-off.	<p>Sara Mildmay-White (01359-270580)</p> <p>Graham Moore (01284-757252)</p>

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			Appendix 3) be approved.	2) and 8 accounts for sundry debts £20,503.68 (exempt Appendix 3) be approved.			

Joy Bowes, Head of Legal and Democratic Services  
3 November 2006