Publication Date 31 October 2019

CHILTERN DISTRICT COUNCIL

MINUTES of the **CABINET**
held on **15 OCTOBER 2019**

PRESENT Councillors I Darby - Leader
C Jones
P Martin
J Rush
E Walsh
F Wilson

APOLOGIES FOR ABSENCE were received from Councillor M Stannard

29 MINUTES

The minutes of the Cabinet held on 20 and 27 August 2019 were approved and signed by the Chairman as a correct record.

30 DECLARATIONS OF INTEREST

The following declarations of personal interest were made:-

Community Grants
Cllr Darby declared an interest as a Member of Chalfont St Peter (CSP) Neighbourhood Action Group and as Independent Examiner of the Youth Centre.

Cllr P Martin declared an interest as a Member of Prestwood Colts and Girls Football Club, Great Missenden and Prestwood Revitalisation Group and Missenden Walled Garden.

Cllr Rush declared an interest as a Member of Chalfont St Peter Neighbourhood Action Group.

Large Project Fund
Cllrs Darby and Rush declared an interest as a Member of Chalfont St Peter Parish Council and Cllr Martin declared an interest as his wife is a Member of Great Missenden Parish Council
Cllr Wilson declared an interest as a Member of Chesham Town Council and also declared that his wife was a governor at Chesham Grammar School.

31 28-DAY NOTICE

The Cabinet received a report attaching the draft 28-Day Notice which provided a forward look at the Agenda for the next meeting of the Cabinet. The Notice would be published by 8 November 2019. An additional meeting was being arranged for 7 January 2019 to consider a report on approving the Community Infrastructure Levy Charging Schedule.

RESOLVED –

That the Draft 28-Day Notice / Forward Plan, to be published by 8 November 2019, be noted.

32 CURRENT ISSUES

(i) Councillor P Martin -

Councillor Martin reported with regard to the Community Infrastructure Charging Schedule that the consultation had concluded on 23 August 2019 and now they would need to submit the Charging Schedule for examination. The Intelligent Plans and Examinations (IPe) had been appointed to sit on 5 November 2019 at 10am at South Bucks District Council and was expected to last one day. The Examiner's report was expected in December to then be considered at Cabinet and Council on 7 January 2020.

33 PERFORMANCE REPORT - Q1 2019/20

Cabinet received a report which outlined the annual performance of Council services against pre-agreed performance indicators and service objectives for Quarter 1 of 2019-20.

RESOLVED that the performance reports be noted.

34 TREASURY MANAGEMENT QUARTERLY REPORT QUARTER 2 2019/20

Cabinet received a report which detailed the Treasury Management performance of the Council for 2019/20 as required by the Code of Practice on Treasury Management. With reference to the graph on the loans outstanding Members noted that there was a sufficient level of cash reserves to meet immediate short term cash requirements.

The current cash flow assumed that the Council would not borrow funds during 2019/20 to fund the Chiltern Lifestyle Centre Development which was reflected in the decrease in forecast cash by year end in the graph at 3.5 of the report. The Head of Paid Service reported that it was up to the new Buckinghamshire Council to determine the level of sufficient cash reserves and that the Section 151 Officer was minded to not allow external borrowing but this would be a decision of the Shadow Authority when they considered their Treasury Management Strategy. The new Authority would have approximately £90 million and Members would need to consider how this funding should be used to finance expenditure, including Chiltern Lifestyle Centre as part of the budget setting process.

RESOLVED that the report be noted.

35 REVIEW OF ALCOHOL RESTRICTIONS PUBLIC SPACES PROTECTION ORDERS

The Cabinet reviewed the current Public Spaces Protection Orders (PSPO) relating to alcohol restriction within Chiltern District Council and the responses to the consultation.

The Principal Environmental Health Officer reported that this was a three year review. There were currently five PSPOs with alcohol restrictions and it was proposed that these Orders be discharged and where there was sufficient evidence to support alcohol restrictions that these be included in a new, single PSPO, attached as an Appendix.

Members noted that there was not any evidence to support the inclusion of Seer Green within the new PSPO and Parsonage Wood, Amersham. The problems previously experienced in Seer Green were no longer an issue due to a change in the management of the local pub. However, analysis of anti-social behaviour reports would support the inclusion of the other areas. It was also recommended that Amersham Station Forecourt be included as Hill Avenue and Chiltern Avenue do experience anti-social behaviour.

A Member asked if any issues did arise in a particular area how quickly a PSPO could be put in place and noted that it was not a quick process as evidence would need to be gathered over a period of time and then there would need to be a consultation process.

RESOLVED

1. **that the outcome of the consultation on the existing Public Space Protection Orders which provide the Police with powers to require any person to stop drinking and surrender alcohol if they are causing or likely to cause anti-social behaviour (ASB) was noted in the following areas:**
    a- **Chesham Cemetery**
    b- **Chesham Town Centre High Street and The Meades Water Garden**
    c- **Amersham-on-the-Hill and Old Amersham**
    d- **Seer Green**
    e- **Land at Roundwood Road and Station Forecourt, Amersham**

2. **that where there is supporting evidence for restrictions to be in place in a specific area, that the addition of this within a single PSPO be approved.**

3. **that where there is no supporting evidence for restrictions to be in place in a specific area, to approve the discharge of that PSPO and instruct the Head of Healthy Communities to remove any associated signage.**

36 FOOD AND HEALTH AND SAFETY BUSINESS PLANS

The Cabinet received a report which sought approval for the adoption of the Joint Food and Health and Safety Service Plan 2019/20, the Food Policy 2019/20 and the Health and Safety Enforcement Policy 2019/20. The Action Plans contained within the appendices highlight key areas which would be focussed on in the coming year to increase performance standards.

The Food Standards Agency's (FSA) Code of Practice and the Health and Safety Executive (HSE) require local authorities to produce and publish an annual service plan that demonstrates how the authorities were working to deliver its food safety and health and safety services. The Office for Product Safety and Standards also required local authorities to produce and publish their enforcement policies and to ensure that they comply with The Regulator's Code.

The percentage of all eligible rated food premises (rating of 3 or better) continued to increase and was currently 96% for Chiltern. In 2018/19 significant enforcement activity took place and four food businesses were successfully prosecuted with fines being issued in the Crown Court of up to

£33,000 and substantial costs being awarded. Members commented that this must have been a serious breach and were informed that officers work with organisations as much as they could to help improve standards.

The Principal Environmental Health Officer made reference to an additional action on reporting to the Food Standards Agency via the statutory return the percentage of businesses that were broadly compliant. This could be undertaken by a self-assessment questionnaire being sent to relevant organisations such as pharmacies and shops.

RESOLVED that the Joint Food and Health and Safety Service Plan 2019/20, the Food Policy 2019/20 and the Health and Safety Enforcement Policy 2019/20 be approved.

37 CHILTERN DIAL A RIDE REPORT

The Cabinet received a report which asked the Cabinet to award a grant of £39,378 to Chiltern Dial a Ride for the purchase of a new vehicle with a recommendation to use general reserves to support this funding application. Dial a Ride delivered valued community transport services across the District assisting vulnerable disabled and infirm clients and this service was oversubscribed. The aim was to use this extra vehicle for the Great Get Together (accessing day trips for older people).

The Head of Healthy Communities reported that it cost £30 a year membership and that they had purchased a mix of vehicles. Some of the vehicles had less seats in them as they needed room for wheelchairs. In addition carers may also be using the vehicle as well. He informed Members that there was also a mix of paid and volunteer drivers; paid drivers were required to provide cover for essential services. Dial A Ride provided a valuable service to vulnerable and isolated people. He commented that a number of taxis were not wheel chair friendly.

Following a question Members were informed that Dial A Ride would provide a contribution of £17,666 to the purchase of the new vehicle. A further question was asked on whether the vehicle would be environmentally friendly and they were informed that they were considering a diesel hybrid.

Cabinet Members asked for further information on the business case to be considered by the Portfolio Holder which they would be happy to support if proved viable and affordable to residents. Consideration would also be given to additional costs for an environmentally friendly vehicle.

RECOMMENDED to Council

That Cabinet are minded to recommend that a grant of £39,378 be awarded to Chiltern Dial A Ride for the purchase of a new vehicle including consideration of potential additional funding for an environmentally friendly vehicle, subject to confirmation as to the amount of the recommended grant to Council by the Portfolio Holder after consideration of further financial information to support the business case.

38 CHILTERN COMMUNITY GRANT AWARDS 2019-20

The Cabinet received a report which asked for agreement to fund grant awards for the Council's 2019/2020 Community Grant Aid Scheme as detailed in Appendix 1 of the report. Members noted that this year's scheme had been further strengthened by increasing the level of grant funding from £32k to £80K and also raising the maximum amount of grant award from £2,000 to £5,000. 51 applications had been received that collectively requested funding of £171,195. All applications were assessed which resulted in a recommendation to award £82,438 to 40 different community organisations. In response to a question Members noted that where bids were unsuccessful the organisation could look at alternative options of grant awards to community groups such as the lottery.

RESOLVED that the allocation of funding awards from the 2019/20 Community Grant Aid Scheme as detailed in Appendix 1 be agreed.

39 CHILTERN LARGE PROJECTS FUND 2019-2020

The Cabinet received a report for approval to fund grant awards from the 2019/20 Large Project Fund Grant Scheme. This Scheme was established this year to support voluntary groups and Town and Parish Councils to provide a lasting legacy for the residents of Chiltern. The Large Project Scheme attracted funding requests totalling £858,435 from a total available grant pot allocation of £160,000. This funding was within budget and additionally the proposed range of applications lever in a significant amount of external funds into the local voluntary sector with a total of £5.4 million funding being available. Members were referred to paragraph 5.7 of the report which showed how funding was allocated so that smaller parishes received a higher percentage of their grant request. Members welcomed this initiative.

RESOLVED that the Council's Large Project Fund be allocated as detailed in Appendix 2 of the report.

40 PROPOSAL FOR THE FORMER ST JOHNS AMBULANCE SITE, AMERSHAM

The Cabinet received a report which sought Members approval on the possible future uses of the former St John Ambulance building. This building was purchased as a development site to provide social housing but it was understood at the time that planning guidelines would require ongoing provision of a 'community use' on some of the site. At the time of purchase a community group approached the Council who had been seeking a suitable permanent site for a place of worship. The report outlines the other options that have been considered such as the use of the building by the youth club. A business case would be submitted to the new Buckinghamshire Council as part of the wider development in April 2020. Members welcomed the report and the provision of a valuable multi-use community facility as well as social housing.

RESOLVED that

1. **a formal planning application be progressed for the demolition of the existing building and its replacement with a ground floor place of worship/community facility with Social Housing over.**
2. **the work with stakeholders be formalised via a Project Board with agreed terms of reference, objectives and funding structure to create a place of worship/ground floor community facility with social housing over.**
3. **an agreement be made with key stakeholders that as part of the formal project board objectives, the Council ensure that the Chiltern Youth Centre operator and the Gateway Club are provided with future bases of operation at the new place of worship/community facility.**
4. **the occupancy arrangements of the place of worship/community facility and other parties be progressed to Heads of Terms.**
5. **a further report be brought forward following the conclusion of the planning application**
6. **£50,000 be drawn down from the General Reserves for the necessary pre planning application surveys**
7. **funding be drawn down from the current Capital programme to support the planning application.**

41 MINUTES OF JOINT EXECUTIVE COMMITTEES

RESOLVED

That the following notes from Joint Executive Committees be noted:

Chiltern, South Bucks and Wycombe Joint Waste Collection – 22 July 2019
Aylesbury Vale, Chiltern and Wycombe Districts Crematoria Joint Committee – 5 September 2019

42 CABINET REPORTS FROM POLICY ADVISORY GROUPS:

RESOLVED that the following reports from Policy Advisory Groups be noted:-

Healthy Communities PAG – 16 September 2019
Planning and Economic Development PAG – 11 September 2019

The meeting ended at 5.43 pm