



# **MINUTES OF A MEETING OF THE CABINET HELD ON 2nd AUGUST 2018**

**PRESENT:** Councillor D Cook (Chair), Councillors R Pritchard (Vice-Chair), J Chesworth, S Claymore, S Doyle and M Thurgood

The following officers were present: Andrew Barratt (Chief Executive), Stefan Garner (Executive Director Finance), Michael Buckland (Head of Revenues) and Paul Weston (Assistant Director Assets)

## **22 APOLOGIES FOR ABSENCE**

No apologies for absence were received.

## **23 DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

## **24 MINUTES OF PREVIOUS MEETING**

The minutes of the meeting held on 5<sup>th</sup> July 2018 were approved and signed as a correct record.

*(Moved by Councillor Robert Pritchard and seconded by Councillor John Chesworth)*

## **25 UPDATE FROM CHAIR**

There was no update from the Chair.

## **26 QUESTION TIME:**

None.

## **27 MATTERS REFERRED TO THE CABINET IN ACCORDANCE WITH THE OVERVIEW AND SCRUTINY PROCEDURE RULES**

None.

## **28 BUDGET AND MEDIUM TERM FINANCIAL PLANNING PROCESS 2019/20**

Report of the Leader of the Council seeking agreement to the Proposed Budget and Medium Term Financial Planning Process for General Fund and the Housing Revenue Account for 2019/20

**RESOLVED** That Cabinet adopted  
The proposed process for the General Fund and Housing Revenue Account Budget and Medium Term Financial Planning Process for 2019/20

*(Moved by Councillor Daniel Cook and seconded by Councillor Robert Pritchard)*

**29 INVITATION OF TENDERS FOR REFURBISHMENT OF CASTLE GROUND TOILETS**

Report of the Portfolio Holder for Culture and Operational Services seeking approval to invite tenders for the refurbishment of the Public Conveniences in the Castle Grounds.

**RESOLVED** That Cabinet

1. Authorised that the invitation of tenders for the refurbishment of the Public Conveniences in the Castle Grounds be delegated to the Assistant Director Assets in consultation with the Procurement Officer; and
2. Authorised that the award of a contract to the most economically advantageous Contractor be delegated to the Executive Director Communities in consultation with the Head of Legal and Democratic Services with the approval of the Portfolio Holder for Culture & Operational Services

*(Moved by Councillor John Chesworth and seconded by Councillor Robert Pritchard)*

**30 ANNUAL REPORT ON THE TREASURY MANAGEMENT SERVICE AND ACTUAL PRUDENTIAL INDICATORS 2017/18**

The Portfolio Holder for Assets and Finance informed Members that the Annual Treasury report was a requirement of the Council's reporting procedures. It covered the Treasury activity for 2017/18, and the actual Prudential Indicators for 2017/18.

The report met the requirements of both the CIPFA Code of Practice on Treasury Management and the CIPFA Prudential Code for Capital Finance in Local Authorities. The Council was required to comply with both Codes in accordance with Regulations issued under the Local Government Act 2003. It also provided an opportunity to review the approved Treasury Management Strategy for the current year and enabled Members to consider and approve any issues identified that require amendment.

**RESOLVED** That Members asked Council to

1. Approve the actual 2017/18 Prudential and Treasury Indicators within the report and shown at Appendix 1; and
2. Accept the Annual Treasury Management Report for 2017/18.

*(Moved by Councillor Robert Pritchard and seconded by Councillor Daniel Cook)*

### **31 WRITE OFFS - 01.04.18 TO 30.06.18**

The Portfolio Holder for Assets and Finance provided Members with details of write offs from 01 April 2018 to 30 June 2018

**RESOLVED** That Cabinet; endorsed the amount of debt written off for the period 01 April 2018 to 30 June 2018

*(Moved by Councillor Robert Pritchard and seconded by Councillor Daniel Cook)*

### **32 EXCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED:** That members of the press and public be now excluded from the meeting during consideration of the following item on the grounds that the business involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended).

*(Moved by Councillor Daniel Cook and seconded by Councillor John Chesworth)*

**33 UPGRADE OF CAPITA PAYMENT SYSTEM**

Report of the Portfolio Holder for Assets and Finance seeking approval for the upgrade of the Council's payment collection system, and for the release of funds from capital contingency budgets

**RESOLVED** That Cabinet approved

the upgrade of the payment collection system; and  
to release capital funding in respect of the system  
upgrade.

*(Moved by Councillor Robert Pritchard and seconded by  
Councillor John Chesworth)*

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Leader