



## **MINUTES OF A MEETING OF THE CABINET HELD ON 14th DECEMBER 2023**

**PRESENT:** Councillors A Cooper, S Smith, P Thompson, M Summers and T Clements

The following officers were present: Andrew Barratt (Chief Executive), Rebecca Smeathers (Executive Director Finance (S151)), Joanne Goodfellow (Assistant Director Finance), Tina Mustafa (Assistant Director Neighbourhoods), Anna Miller (Assistant Director – Growth & Regeneration), Sarah Gear (Senior Licensing Officer), Leanne Costello (Senior Scrutiny and Democratic Services Officer) and Laura Sandland (Democratic and Executive Support Officer)

The meeting was opened by the Chief Executive, Andrew Barratt.

In the absence of the chair Councillor S Smith was appointed as Chair of the Committee for this meeting.

*(Moved by Councillor T Clements and seconded by Councillor A Cooper)*

### **95 APOLOGIES FOR ABSENCE**

The meeting was opened by the Chief Executive, Andrew Barratt.

In the absence of the chair Councillor S Smith was appointed as Chair of the Committee for this meeting.

*(Moved by Councillor T Clements and seconded by Councillor A Cooper)*

Apologies for absence were received from Councillor T Jay. It was noted that when the agenda was published, he was Deputy Leader and his apologies had been given in advance of the meeting.

Apologies for absence were received from Councillor J Oates. It was noted that when the agenda was published that Councillor Oates was not a member of the committee.

### **96 MINUTES OF PREVIOUS MEETING**

The minutes of the previous meeting held on 30<sup>th</sup> November 2023 were approved as a correct record.

*(Moved by Councillor T Clements and seconded by Councillor A Cooper)*

**97 DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

**98 QUESTION TIME:**

There were none.

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

There were none.

**100 COUNCIL TAX BASE 2024/25**

Report of the Portfolio Holder for Operations and Finance to report the Council Tax Base for the Borough Council for 2024/25.

**Resolved that Cabinet:**

1. Approved that Tamworth Borough Council resolves its calculation of the Council Tax Base for the year 2024/25 to be 23,479 (2023/24 – 23,376).

*(Moved by Councillor P Thompson and seconded by Councillor M Summers)*

**101 WRITE OFFS 1 APRIL 2023 TO 30 SEPTEMBER 2023**

Report of the Portfolio Holder for Operations and Finance to update Members on Write Offs for the period 1st April 2023 to 30th September 2023.

**Resolved that Cabinet:**

1. Endorsed the amount of debt written off for the period of 1st April 2023 to 30th September 2023 – Appendix A-E.

*(Moved by Councillor T Clements and seconded by Councillor M Summers)*

**102 REVIEW OF TEMPORARY RESERVES, RETAINED FUNDS AND PROVISIONS**

Report of the portfolio holder for operations and finance to advise Members of the levels of reserves and to seek approval to re-purpose unspent reserves, following the recent review by CMT and the Executive Director Finance.

**Resolved that Cabinet:**

1. Approved the transfer of the reserves, as detailed in Appendix A, including £135,910.36 to General Fund Balances and £67,104 to Housing Revenue Account Balances (HRA); and
2. Noted the current levels of reserves remaining

*(Moved by Councillor M Summers and seconded by Councillor P Thompson)*

**103 SCRAP METAL POLICY 2024 - 2028**

Report of the Portfolio Holder for Environmental Health and Community Partnerships to bring before Cabinet the outcome of the approved consultation exercise for the draft scrap metal policy 2024 – 2028. The public consultation exercise concluded on 24th September 2023.

**Resolved that Cabinet**

1. Considered the draft Scrap Metal Policy 2024 – 2028 as suitable for adoption, subject to the revised code of conduct being incorporated.

*(Moved by Councillor M Summers and seconded by councillor T Clements)*

**104 PUBLICATION OF PLANNING MONITORING REPORTS**

Report of the Portfolio Holder for Housing and Planning to seek Cabinet approval for the publication of three monitoring reports that support the Local Plan. In addition, the report seeks to delegate the publication of the Monitoring Report, the Housing Delivery Paper in future years. Furthermore, the Neighbourhood Community Infrastructure Levy (CIL) allocation projects require to be determined by Cabinet.

**Resolved that Cabinet**

1. Approved for publication on Tamworth Borough Council's website the report attached as Appendix A and named draft 'Authority Monitoring Report'
2. Approved for publication on Tamworth Borough Council's website the report attached as Appendix B and named draft 'Housing Delivery Paper'
3. Delegated authority to publish future editions of the Authority's Monitoring Report and Housing Delivery Paper to the Assistant

Director – Growth & Regeneration in consultation with the Portfolio Holder responsible for planning;

4. Approved for publication on Tamworth Borough Council's website the report attached as Appendix C and named draft 'Infrastructure Funding Statement'
5. Allocated Neighbourhood CIL funding to the projects within Castle and Wilnecote ward as set out in the report.

*(Moved by Councillor P Thompson and seconded by Councillor A Cooper)*

*(Cllr Clements raised a question around whether she should vote as the item sits within her ward, however after discussion it was apparent there was no DPI but the conversation was noted)*

## **105 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 T Clements and seconded by Councillor A Cooper)*

## **106 HOMELESS HUB & SEVERE WEATHER EMERGENCY PROTOCOL ARRANGEMENTS**

Report of the Portfolio Holder for Housing and Planning to update on the Home Hub & Severe Weather Emergency Protocol Arrangements.

**Resolved that Cabinet:**

1. Endorsed the Home Hub service offer and associated communications/ publication detailing face-to-face contact at the five community locations which will be known as the Home Hub. (See Annex 1- Draft Leaflet provided by the partners advertising the service.)
2. Supported the continuation of the Winter Relief scheme for the period 1st December 2023 – 28th February 2024 as approved by Cabinet on 16th March 2023. This includes enhanced support for additional units. Further to this delegating authority to the Portfolio Holder for Housing & Planning any required extension.

3. Acknowledged, as part of the assessment conducted on the 1st November 2023, there were no (0) recorded rough sleepers.

*(Moved by Councillor T Clements and seconded by Councillor P Thompson)*

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Leader