

**Minutes of the Cabinet**  
**of the Test Valley Borough Council**  
held in Conference Room 1, Beech Hurst, Weyhill Road, Andover  
on Wednesday 12 September 2018 at 5.30 pm

Attendance:

<b>Councillor P North</b> <b>(Leader)</b>	(P)	<b>Councillor N Adams-King</b> <b>(Deputy Leader)</b>	(P)
Councillor P Bundy	(P)	Councillor P Giddings	(P)
Councillor D Drew	(P)	Councillor G Stallard	(P)
Councillor M Flood	(P)	Councillor A Ward	(P)

Also in attendance:

Councillor J Cockaday  
Councillor S Hawke  
Councillor Z Brooks

## Minutes

### Resolved:

**That the minutes of the meeting held on 9 August 2018 be confirmed and signed as a correct record.**

... **Proposals to Recognise Fallen Service Persons not Recorded on the Andover WW1 War Memorial**

Consideration was given to a report of the Community and Leisure Portfolio Holder which sought approval to proceed with an application for listed building consent for an additional addendum panel on the Andover WW1 War Memorial in advance of determining suitable design and implementation.

The Council had been approached by local historian, Mr Craig Fisher, requesting consideration for additional names of service personnel killed as a result of WW1 to be remembered on the town's War Memorial. Following further research 16 names have been put forward.

Having considered the options and for the reasons set out in the report, Cabinet agreed to the following:

### Resolved:

**That listed building consent (and any other necessary permission) be applied for, to enable the addition of an addendum panel at the steps of the Memorial in the Garden of Remembrance, Andover – as outlined in the report.**

... **Management of Abbotswood Area of Nature Conservation and Ecological Mitigation**

Consideration was given to a report of the Community and Leisure Portfolio Holder.

The Area for Nature Conservation and ecological mitigation on the Abbotswood development are in the process of being transferred to the Council to manage. The report sought authority for a new Countryside Officer post to manage this work and an operational budget funded from developer contributions.

The post is fully funded through the contributions secured specifically for the management of ecological mitigation on this development. The additional resource would enable the Council to ensure the site was in positive management and provide additional capacity to fully engage with residents as well as support the management of existing and new sites which come forward in the locality.

Having considered the options and for the reasons set out in the report, Cabinet agreed to the following:

**Resolved:**

- 1. That a new Countryside Officer post be established on a permanent basis to enable positive and effective management of the site.**
- 2. That a sum of up to £21,000 be vired from developer contributions to cover the revenue costs of this post in 2018/19, as set out in paragraph 8.**

... **Andover Town Centre Business Improvement District Ballot**

A BID is a business-led and business-funded company formed to support and enhance a defined commercial area. There are about 300 BIDs in the UK. In respect of the Andover BID this area related to the town centre.

The report of the Economic Development and Tourism Portfolio Holder provided information to enable Cabinet to consider a request from the Andover BID Proposer to set in place arrangements for a BID Ballot to take place this autumn.

The report also outlined the key financial and resource considerations for the Council in regards to the implementation of a BID levy based on the draft BID business plan.

Having considered the options and for the reasons set out in the report, Cabinet agreed to the following:

**Resolved:**

- 1. That the Chief Executive (as Ballot Holder) be instructed to hold the BID Ballot as set out in 3.2 of the report.**
- 2. That the Council will not seek reimbursement of the cost of holding the Ballot from the Proposer as set out in 3.4 of the report.**

3. That the statement of existing baseline services contained in the draft BID Proposals (Annex 1) produced by the BID Proposer be noted as set out in 3.6 of the report.
4. That Cabinet agree that the draft BID Proposals neither conflict with an existing policy nor proposes a disproportionate burden on particular businesses by an unfair levy charge on a certain class of business, as set in paragraph 3.11 of the report.
5. That delegated authority be given to the Chief Executive in consultation with the Portfolio Holder for Economic Development and Tourism to review the final BID Proposals and decide whether the Council's powers under Regulation 12 of the Business Improvement Districts (England) be exercised as set out in 3.11 of the report.
6. That delegated authority be given to the Acting Head of Revenues (Local Taxation) in consultation with the Portfolio Holder for Finance and the Head of Legal and Democratic Services, to agree the terms of the Operating Agreement in the event that the BID Proposals proceed as set out in 4.2 of the report.
7. That the BID Proposer be charged £35 per hereditament or 3% of the annual levy income, whichever is lower towards the Council's costs of collecting the BID levy as set out in 4.4 of the report.
8. That the levy charging process be on the basis of a single annual chargeable day (1 April) in each year as set out in 4.7 of the report.
9. That delegated authority be given to the Chief Executive in consultation with the Leader of the Council to cast the Council's votes in the BID ballot as set out in 5.2 of the report.
10. That up to £18,000 is drawn from the Special Projects Reserve to finance the cost of holding the ballot and for other non-recoverable costs associated with the implementation of the levy, as set out in 6.1 of the report.

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### **Corporate Financial Monitoring**

Consideration was given to the report of the Finance Portfolio Holder which reviewed the Council's revenue spending for the first four months of the 2018/19 financial year.

The report examined the main differences between the original estimate for 2018/19 and actual spend to 31 July 2018 and provided explanations for significant variances. It was reported that overall, net expenditure to 31 July 2018 was £496,400 less than budgeted at this stage of the year. This favourable variance comprised additional income and savings of £464,800 due to service related expenditure and £31,600 additional income from the Council's investing and borrowing activities.

The Finance Portfolio Holder highlighted a lower than estimated income from car parking and suggested that this area be kept on review.

Having considered the options and for the reasons set out in the report, Cabinet agreed to the following:

**Resolved:**

**That the financial position for each Portfolio and the key revenue areas contained in the Annex to the report be noted.**

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**Designated Protected Area**

The report of the Housing and Environmental Portfolio Holder provided background to the Designated Protected Area (DPA) waiver process and the Council's role within it. It set out proposed procedures, and requested the granting of delegated authority to apply to Homes England for waivers in specified circumstances when Housing Association(s) and/or Developer(s) ask the Council to submit requests for waivers to Homes England to exempt shared ownership homes from the DPA grant conditions.

The report further requested that Cabinet approve a DPA waiver request on behalf of Sage Housing (housing association) for the shared ownership homes at Picket Twenty Extension (16/03130/FULLN) and on behalf of Sovereign Housing Association for the shared ownership homes at Land West of Cupernham Lane, Romsey Extra, (17/02183/OUTS) to be exempted from DPA grant conditions.

Members attention was drawn to an amendment to the figures shown in paragraph 6.1 and 6.2 to the report, which provided housing association figures for shared ownership stock in Test Valley, the updated figures reflected the national average.

Having considered the options and for the reasons set out in the report, Cabinet agreed to the following:

**Resolved:**

- 1. To delegate authority to:**
  - a. the Head of Housing and Environmental Health; and**
  - b. the Head of Housing and Environmental Health in consultation with the Portfolio Holder for Housing and Environmental Health to approve requests for Designated Protection Area ('DPA') waivers in the circumstances set out at Annex 2 to this report.**
- 2. That support for the applications to Homes England for 'DPA' waivers in as set out in paragraphs 1.4 and 1.5 of this report is approved.**

**Recommended to Council:**

- 3. That the Constitution be amended to reflect the delegations of authority described in paragraph 1 above.**

(Meeting terminated at 5:59 pm)