

**CABINET held at COUNCIL CHAMBER - COUNCIL OFFICES, LONDON ROAD, SAFFRON WALDEN, CB11 4ER, on TUESDAY, 29 MARCH 2022 at 7.00 pm**

Present: Councillor P Lees (Chair)  
Councillors A Armstrong, J Evans, R Freeman, N Hargreaves  
N Reeve and M Sutton.

Officers in attendance: P Holt (Chief Executive) and B Ferguson (Democratic Services Manager)

Also present: G Sell (substituting for the Leader of the Liberal Democrat Group) and G Smith (Leader of the Conservative Group).

**CAB92 APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST**

Apologies for absence were received from Councillor Pepper.

Councillor Evans declared a non-pecuniary interest in agenda item 10 as a local resident and as Chair of the Neighbourhood Plan Steering Group.

Councillor Freeman declared a non-pecuniary interest in agenda item 9 as a member of Saffron Walden Town Council.

**CAB93 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting on 10 February 2022 were approved as a correct record.

**CAB94 QUESTIONS OR STATEMENTS FROM NON-EXECUTIVE MEMBERS OF THE COUNCIL (STANDING ITEM)**

Councillor Smith asked whether Members would consider undertaking further analysis of the changing income levels at additional car parks in Saffron Walden, to help ascertain changes in usage post-covid, in particular at Fairycroft.

Councillor Freeman confirmed that car park usage had returned to pre-covid levels and was currently slightly increased. They resolved to share the latest figures with Councillor Smith.

In response to a request from Councillor Sell, Councillor Freeman resolved to share the latest car park figures for Stansted with Councillor Sell.

**CONSIDERATION OF REPORTS FROM OVERVIEW AND SCRUTINY COMMITTEES (STANDING ITEM)**

Councillor Gregory provided a report on behalf of the Scrutiny Committee.

He informed Cabinet that Councillors Criscione and Jones had led the task and finish group on Scrutiny and were content that the Developers Contribution Guidance Supplementary Planning Document in respect of S106 obligations reflected the work undertaken. He noted their gratitude to the Development Manager for the help and support provided on this item, and he was pleased the item had been commended to Cabinet this evening.

Scrutiny had met once since the last Cabinet meeting with the main items being the Local Plan progress update and review of risk factors, timelines and actions outstanding. As always the Local Plan and New Communities Manager and their team supported Councillor Evans in presenting a detailed, comprehensive and reassuring report.

It was noted that there would be a delay to the Local Plan process to the outcome to the call for sites and to the publication of the Draft Regulation 18 documentation and public consultation to enable further options to be considered.

Councillor Gregory said that Scrutiny would expect to be promptly informed if there were likely to be any further delays. He said that the previous administration was criticised for undertaking a large part of the Regulation 18 Consultation during the school summer holidays and noted that they did not expect this to be the case under this administration.

He confirmed that other than the documented understandable delay, the Committee remained content with the progress on matters, the mitigation and risk factors and the efficiency with which the process and various task items were being completed. Councillor Gregory again commended the Local Plan and New Communities Manager and their team.

Furthermore, he said that matters were progressing well with the Economic Development Report which had received a light touch regulatory review as a result of confidence in the Business Performance Manager and Councillor Reeve's previous work.

He said the Committee were impressed with the Corporate Plan Delivery Plan, which was a well documented report, included smart objectives with specific timelines and has evolved and improved dramatically in the last two years. They thanked Councillor Reeve and made special mention of the work of the Assistant Director of Corporate Services.

He noted that the Climate Change Action Plan had been deferred until May due to illness.

Councillor Gregory noted that consideration had been given to the 2023 work programme, and was mindful that the Committee should only undertake matters

that could be addressed within the current cycle of this Council. The Committee confirmed that they would be looking at the youth activities and youth engagement of the Council and sports and leisure for the coming year.

**CAB96      REPORT OF DELEGATED DECISIONS TAKEN BY CABINET MEMBERS  
(STANDING ITEM)**

Cabinet noted the Executive Decisions regarding the S106 funding for the Foresthall Playground Improvement Project, the Closure of Aspire Companies and the Carver Barracks Longstop date.

**CAB97      REPORT OF DELEGATED DECISIONS TAKEN BY COMMITTEES OF  
CABINET - VOLUNTARY SUPPORT GRANTS COMMITTEE**

Cabinet noted the decision regarding the Voluntary Organisation Support Grants applications.

**CAB98      REPORT ON ASSETS OF COMMUNITY VALUE DETERMINED BY THE  
ASSETS OF COMMUNITY VALUE AND LOCAL HERITAGE LIST COMMITTEE  
(STANDING ITEM)**

There were no decisions to report.

**CAB99      CORPORATE PLAN DELIVERY PLAN 2022/23**

Councillor Reeve confirmed that the Corporate Plan Delivery Plan 2022 – 2026 was approved by Council 22 February 2022. He said that the one year delivery plan before the meeting provided the details of the ambitions for the coming year.

He recommended support of the plan and thanked the Assistant Director of Corporate Services and supporting officers for their work.

Councillor Reeve proposed support of the plan. This was seconded by Councillor Freeman.

Councillor Evans thanked Councillor Reeve and supporting Officers for the informative and diligent preparation of the plan, which they commended as helpful and provided a matrix to check on works undertaken. They recommended that the plan was utilised as exemplar for future administrations.

**RESOLVED:** to approve the Corporate Plan Delivery Plan 2022/23

## **CAB100 CAR PARK TICKET MACHINES**

Councillor Freeman provided a report regarding the thirty seven car park ticket machines owned or managed by the Council across the district. He confirmed that nineteen of the ticket machines were damaged following thefts from those machines in 2021. These have been upgraded and now only offered payment by card.

He recommended approval of the report. This was seconded by Councillor Reeve.

RESOLVED: To approve the upgrade of all ticket machines to a card only payment option.

## **CAB101 STEBBING NEIGHBOURHOOD PLAN**

Councillor Evans presented the report relating to the Stebbing Neighbourhood Plan. They praised the contributions of the Planning Policy Officer who had been very helpful and knowledgeable to the Steering Group and thanked the Council for their economic support in obtaining independent and professional advice.

He recommended approval of the proposal. This was seconded by Councillor Armstrong.

RESOLVED:

- I. That Cabinet accepts the Independent Examiner's recommended modifications to the Stebbing Neighbourhood Plan in full as set out in the Schedule at Appendix 2 and notes the recommendation that the amended Stebbing Neighbourhood Plan should proceed to a Referendum of voters within the Parish of Stebbing to establish whether the plan should form part of the Development Plan for Uttlesford District Council.
- II. That the Cabinet approves the holding of a referendum relating to the Stebbing Neighbourhood Plan and that it will include all the registered electors in Stebbing Parish.

## **CAB102 FIRST HOMES PLANNING ADVISORY NOTE**

Councillor Evans shared local guidance relating to the government's requirement to include First Homes as an element of affordable housing.

In response to a question, Councillor Evans confirmed that the provision was not retroactive to applications submitted previously to 28 March 2022.

He recommended approval of the report. This was seconded by Councillor Sutton.

RESOLVED: To endorse the guidance as a material consideration to inform decision making.

**CAB103 DEVELOPERS' CONTRIBUTION GUIDANCE SUPPLEMENTARY PLANNING DOCUMENT – APPROVAL FOR CONSULTATION**

Councillor Evans presented the report about the production of developer's contribution guidance for use in negotiating section 106 agreements.

He recommended approval of the report. This was seconded by Councillor Hargreaves.

RESOLVED: To approve the draft developers' contribution guidance for public consultation as a supplementary planning document (SPD) linked to the 2005 adopted local plan. Officers will set the timetable for the consultation as resources permit, taking into account the current workload associated with the production of the new local plan.

**CAB104 BUDGET 2022/23 - QUARTER 3 FORECAST OUTTURN**

Councillor Hargreaves presented the report regarding the financial performance of the General Fund, Housing Revenue Account, Capital Programme and Treasury Management.

They commended Officers fine budgeting skills and recommended approval of the report. This was seconded by Councillor Reeve.

Councillor Reeve extended their thanks and appreciation to Officers whose diligent work resulted in the budget being so on track.

The Leader of the Council added their appreciation and that of the whole Council to Officers responsible for these results.

RESOLVED:

- I. To note the General Fund, Housing Revenue Account and Capital Programme forecast outturn positions.
- II. To approve the updated use of reserves and requested slippage for the Capital Programme.

**CAB105   OUTSIDE BODY APPOINTMENT: LGA GENERAL ASSEMBLY**

Councillor Sutton proposed the appointment of the Leader of the Council as Uttlesford District Council's representative to the Local Government Association General Assembly. This was seconded by Councillor Freeman.

RESOLVED: To appoint Councillor Lees, Leader of the Council, as Uttlesford District Council's representative to the Local Government Association General Assembly.

*The meeting ended at 19:54.*