

**RECORD OF DECISIONS - CABINET THURSDAY, 2 NOVEMBER 2023**

<p><b>Non-Key</b></p>	<p><b>8 - Corporate Plan</b></p> <p>RESOLVED to approve the Corporate Plan.</p>	<p><b>Reasons:</b> The Corporate Plan sets out the vision for the next four years and the priority areas of work to deliver that vision. As is customary, the Corporate Plan undergoes a comprehensive rewrite following the election to ensure it reflects the priorities of the new administration.</p> <p><b>Other Options considered:</b> None.</p> <p><b>Any interest declared by any member of Cabinet:</b> None.</p> <p><b>In respect of any conflict of interest declared, whether dispensation is in existence for that interest:</b> N/A.</p>
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<p><b>Key</b></p>	<p><b>9 - Conservation Area Smiths Green</b></p> <p>RESOLVED:</p> <p>I. That the Smiths Green Conservation Area Character Appraisal and Management Plan be approved and used to assist in the process of determining planning applications and for implementing</p>	<p><b>Reasons:</b> Takeley Parish Council approached District Council officers in 2023 with a request to consider the designation of a Conservation Area at Smiths Green. The council has a duty within section 69 of the Listed Buildings and Conservation Area Act 1990 to consider the designation of conservation areas and to undertake periodic reviews. As part of this work the council has undertaken a number of conservation area appraisals of existing conservation areas. In this case Place Services has produced an appraisal which recommends the designation of a new conservation area at Smiths Green.</p>
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	<p>management proposals.</p> <p>II. That the Smiths Green Conservation Area be formally designated.</p>	<p><b>Other Options considered:</b> None.</p> <p><b>Any interest declared by any member of Cabinet:</b> None.</p> <p><b>In respect of any conflict of interest declared, whether dispensation is in existence for that interest:</b> N/A.</p>
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<p><b>Non-Key</b></p>	<p><b>10 - Local Council Tax Support Scheme Proposals - 2024/25</b></p> <p>RESOLVED to recommend Council approve the Local Council Tax Support Scheme for 2024/25 as set out below:</p> <p>I. The contribution rate is frozen at 12.5% for 2024/25.</p> <p>II. The Council continues to protect Pensioners, Vulnerable and Disabled Residents and their Carer's on a low income.</p>	<p><b>Reasons:</b> There is a requirement to annually review the Local Council Tax Support (LCTS) Scheme and propose changes to the scheme for the following financial year. The decisions made, even if no change is proposed, must then be consulted upon before a decision is taken at Full Council in December on the final scheme for the following financial year.</p> <p><b>Other Options considered:</b> None.</p> <p><b>Any interest declared by any member of Cabinet:</b> None.</p> <p><b>In respect of any conflict of interest declared, whether dispensation is in existence for that interest:</b> N/A.</p>
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<p><b>Non-Key</b></p>	<p><b>11 - Revenue Bid - Reporting Tool for Development Management, Enforcement, Building Control, Environmental Services including Licensing</b></p> <p>RESOLVED to approve the opportunity regarding the reporting tool and agree to the funding of £45,600 which covers a two-year period from the MTFS reserve.</p>	<p><b>Reasons:</b>          Planning recently had a Peer Review and one issue raised was of the manual processes which impede the service having up to date data. An example from another local authority showed exactly how the software would become key to effective management and provide accountability, transparency and democracy across the services using IDOX.</p> <p><b>Other Options considered:</b>          None.</p> <p><b>Any interest declared by any member of Cabinet:</b>          None.</p> <p><b>In respect of any conflict of interest declared, whether dispensation is in existence for that interest:</b>          N/A.</p>
<p><b>RECORD OF DECISIONS - CABINET THURSDAY, 2 NOVEMBER 2023</b></p>		
<p><b>Key</b></p>	<p><b>12 - Audio Visual system replacement</b></p> <p>RESOLVED for the purposes of the Audio Visual System replacement to approve:</p> <ul style="list-style-type: none"> <li>I. That the capital budget is increased by £50,000; and</li> <li>II. That a new revenue budget is established at a full year cost of</li> </ul>	<p><b>Reasons:</b>          The current audio visual systems in place at Saffron Walden need upgrading. The microphones are at end of life and the camera was a Covid installation to enable people to see the meetings when public attendance was restricted. In addition, the conference facility needs to be fitted out with audio visual equipment, so as to enable council meetings to be held there, along with the potential to hire the facility to external users.</p> <p>A capital budget is available, but following a procurement exercise the sum needs to be increased. In addition, a new revenue budget needs to be</p>

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	£56,088.	<p>identified for the ongoing licensing, maintenance and support costs.</p> <p><b>Other Options considered:</b> None.</p> <p><b>Any interest declared by any member of Cabinet:</b> None.</p> <p><b>In respect of any conflict of interest declared, whether dispensation is in existence for that interest:</b> N/A.</p>
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<b>Non-Key</b>	<p><b>13 - Quarter 1 Financial Forecast - 2023/24</b></p> <p>RESOLVED to:</p> <ul style="list-style-type: none"> <li>I. Approve the General Fund revenue virements set out at paragraph 27; and;</li> <li>II. Approve the General Fund capital virements set out at paragraph 41.</li> </ul>	<p><b>Reasons:</b> The report outlined the latest forecast financial performance of the General Fund, Housing Revenue Account, and capital programme, together with a summary of the Council's treasury management position and updated prudential indicators. It is based upon actual income and expenditure from April to June 2023, together with forecasts for the remainder of the financial year. Furthermore, a small number of General Fund revenue and capital virements have been put forward for Cabinet approval as part of the report.</p> <p><b>Other Options considered:</b> None.</p> <p><b>Any interest declared by any member of Cabinet:</b> None.</p>
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N/A.

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**Non-Key**

**15 - Christmas Car Parking Incentives**

RESOLVED to approve:

- I. Free parking from midday in Saffron Walden (excluding Fairycroft Road car park) on 17th November 2023 to coincide with the lantern parade and Christmas light switch on event.
- II. Free parking all day on Friday 24<sup>th</sup> November 2023 in Saffron Walden (excluding Fairycroft Road), Great Dunmow and Stansted Mountfitchet to encourage shoppers into the town centres on Black Friday.
- III. Free parking all day on Saturday 23rd December 2023 in Saffron Walden (excluding Fairycroft Road), Great Dunmow and Stansted to encourage last minute local

**Reasons:**

The Council has operated a Christmas car parking promotion for a number of years in all Council managed pay and display car parks, except for Fairycroft Road car park in Saffron Walden (at the request of Waitrose who already fund a promotional incentive).

**Other Options considered:**

None.

**Any interest declared by any member of Cabinet:**

None.

**In respect of any conflict of interest declared, whether dispensation is in existence for that interest:**

N/A

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shopping.

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