

**ST EDMUNDSBURY BOROUGH COUNCIL**

**CABINET**

**Minutes of a meeting held on Wednesday 19 January 2011 at 5.00 pm  
in the Conference Room West (F1R09), West Suffolk House,  
Western Way, Bury St Edmunds**

PRESENT: Councillor J H M Griffiths (Leader of the Council) (in the Chair)  
Councillors Mrs Alexander, Clements, Everitt, Mrs Gower,  
Mrs Mildmay-White and Ray

BY INVITATION: Councillors Lockwood (Chairman of the Overview and Scrutiny  
Committee) and Thorndyke (Chairman of the Rural Area Working  
Party)

**98. Apologies for absence**

An apology for absence was received from Councillor Stevens.

**99. Minutes**

The Committee Services Manager informed the Cabinet of two errors contained within the minutes relating to:-

- (1) minute 85: the Cabinet Member should have been recorded as Councillor Mrs Mildmay-White and not Ray; and
- (2) minute 86: 'but that' should be deleted from the penultimate line above the recommendation.

Subject to the above amendments, the minutes of the meeting held on 1 December 2010 were confirmed as a correct record and signed by the Chairman.

**100. Declarations of Interests**

Members' declarations of interests are recorded under the item to which the declaration relates.

**101. Report of the Overview and Scrutiny Committee: 5 January 2011**

*Forward Plan Reference: N/A Cabinet Members: All Portfolio Holders*

The Cabinet considered Report B411 (previously circulated) which informed the Cabinet of the following items discussed by the Overview and Scrutiny Committee on 5 January 2011:-

- (1) Work Programme;
- (2) Cabinet Forward Plan: January to April 2011;
- (3) Provision of Fixed Play Facilities in the Borough;
- (4) Tree and Woodland Strategy Update;
- (5) Affordable Housing: Update; and
- (6) Quarter 3 Directed Surveillance Authorised Applications.

Councillor Lockwood, Chairman of the Overview and Scrutiny Committee, drew relevant issues to the attention of the Cabinet. He stated that the Committee had formed a task and finish group to investigate the Council's funding of urban and rural fixed play facilities. He also stated that the Committee had concluded in its discussions on the Tree and Woodlands Strategy that there was a reduction in enquiries to the

service which had been achieved through the new proactive management and programmed maintenance regime.

During the discussion, Councillor Lockwood agreed with the suggestion that the remit of the task and finish group appointed to examine the funding of urban and rural fixed play facilities should be broadened to cover all relevant aspects of the forthcoming asset management review of leisure facilities to inform budget setting for 2012/2013. He, therefore, agreed to seek approval from the Committee for this revision.

**102. Recommendations from Grant Working Party: 7 December 2010**

***Forward Plan Reference: Feb11/04 Cabinet Member: Cllr Robert Everitt***

*(Councillor Clements declared a personal interest as the Horringer Scout Group was located within his Ward and remained within the meeting for the consideration of this item. Councillor Mrs Gower declared a personal interest as a member of Haverhill Volunteer Centre Management Board and a member of Haverhill Town Council and remained within the meeting for the consideration of this item.)*

The Cabinet considered Report B412 (previously circulated) which detailed the recommendations emanating from the meeting of the Grant Panel held on 7 December 2010.

During the discussion the Cabinet was informed that the proposed grant for the Haverhill Association of Voluntary Organisations was made to reimburse it for the cost of hiring premises from the Borough Council.

The Cabinet was also informed that further to the recommendation of the Grant Working Party concerning the grants to the Citizens Advice Bureaux, the three bureaux of Bury St Edmunds, Haverhill and Mildenhall had worked through the mechanics of the merger. It had become apparent that the due diligence processes that each bureaux must go through before they could become one legal identity could not be completed by 1 April 2011. However, the three bureaux would each have held an Extraordinary General Meeting committing to the merger process and would be operationally merged from 1 April 2011, albeit the final legal merger was now not planned to take place until September 2011. This still achieved the Council's objective to have one organisation sharing services from April 2011. In the light of this information, and to retain the spirit and intention of the proposals made by the Grant Working Party, amended recommendations were proposed and approved.

RESOLVED:- That

**(a) Applications for Project Funding: 2010/2011**

- (1) A grant of £4,000 be awarded to Great Barton Scout Group, as detailed in Appendix B to Report B360, towards the cost of renovating and upgrading their scout hut; and
- (2) a grant of £5,000 be awarded to 1<sup>st</sup> Horringer Scout Group, as detailed in Appendix C to Report B360, towards the cost of constructing a new eco-friendly scout hut in Horringer.



**RECOMMENDED:- That**

**(a) Amendments to the Grants Policy**

**Subject to the approval of full Council:-**

**(1) the amendments to the Grants Policy, as annotated in Appendix A to Report B362, be approved, as amended to incorporate the following additional changes:-**

**(a) Section 7 Table: under the Rural Area Community Initiatives heading, reference to '...or the Grant Working Party recommends to Cabinet' be deleted;**

**(b) Section 9.2: the following sentence be amended to read, 'If there is not a majority in favour of awarding the grant, the application will be referred to the next available meeting of the Grant Working Party for determination';**

**(c) Section 10.1: the terms of reference of the Grant Working Party be amended to read, 'To consider grant applications and recommend the level of grants payable to organisations to officers or the Cabinet, based on the policies agreed by Council and in accordance with the relevant delegations detailed in Section 7 of this Grants Policy';**

**(d) Section 1.10 of Appendix A to the Policy: the following sentence be amended to read, 'Consultations that arise within ten working days of a scheduled Grant Working Party meeting will be considered and voted upon at the meeting and not via the email system';**

**(e) Section 1.13 of Appendix A to the Policy: this entire paragraph be deleted and subsequent paragraphs be renumbered accordingly; and**

**(2) the Corporate Director for Community, in consultation with the Portfolio Holder with responsibility for grants, be authorised to make minor typographic, grammatical and/or factual changes.**

**(b) Grants to Voluntary Organisations: 2011/2012**

**Subject to the budget setting process:-**

**(1) the previously approved core funding commitments for 2011/2012, as detailed in Appendix A to Report B363, be honoured in full, but with the following caveat:-**

*(a) those organisations previously awarded funding commitments up to 2012/2013 be given 12 months' notice that their current grant will be reviewed and reconsidered when the process for determining core funding grant applications for the 2012/2013 financial year is undertaken;*

*(2) the following grants be awarded in 2011/2012:-*

*Total Community Centres Budget £25,920*

*Total 'In Bloom' Grant Budget £2,925*

*West Suffolk Cruse Bereavement Care £900*

*Haverhill Association of Voluntary Organisations  
£5,000*

*(c) Applications for Core Funding Grants 2011/2012: Citizens' Advice Bureaux in St Edmundsbury*

*Subject to the budget setting process:-*

*(1) and subject to the Bury St Edmunds, Haverhill and Brandon and Mildenhall bureaux all holding extraordinary general meetings before 1 April 2011 at which resolutions committing them to merge by 30 September 2011 are adopted, a core funding grant of £181,800, paid in two instalments, be made towards the costs of the Citizens' Advice Bureaux in the Borough for 2011/2012 (£85,950 in relation to the Bury St Edmunds Bureau and £95,850 to the Haverhill and District Bureau);*

*(2) the release of the second half of the funding due from October 2011 be dependent on the merger having been completed operationally by April 2011 and formally by September 2011;*

*(3) in the event that the merger has not been completed by this time, a reduced grant of £85,000 (£40,000 to the Bury St Edmunds Bureau and £45,000 to the Haverhill and District Bureau) be paid in respect of the second half of the year; and*

*(4) if the Extraordinary General Meetings have not been held by 1 April 2011, or do not make a commitment to a formal merger by 30 September 2011, reduced core funding grants be made of £80,000 to the Bury St Edmunds Bureau and £90,000 to the Haverhill and District Bureau.*

*(d) Application for Core Funding 2011/2012: Victory Sports Ground (Bury St Edmunds) Limited*

*That, subject to the budget setting process, a grant of £45,000 be awarded to Victory Sports Ground (Bury St Edmunds) Limited for the 2011/2012 financial year.*

**103. Suffolk Pension Fund: 2010 Actuarial Valuation and Funding Strategy 2011-2013**

*Forward Plan Reference: Feb11/12 Cabinet Member: Cllr John Griffiths*

The Cabinet considered Report B413 (previously circulated) which sought approval to increase the Borough Council's employers contributions to the Suffolk Pension Fund by 1% each year for the next three years commencing in 2011/2012.

The triennial valuation of the Suffolk Pension Fund, part of the Local Government Pension Scheme, had taken place in March 2010, and the results were that there was a deterioration in the level of funding from 89% funded at March 2007 to 82% funded at March 2010. The deficit on the Suffolk-wide pension fund had increased from £158 million to £306 million. The deficit for the Borough Council had increased from £1.46m at March 2007 to £15.8m at March 2010. A summary of the factors which had affected the pension fund since the last triennial valuation in March 2007 was detailed in the report.

The operation of the pension fund was overseen by the Suffolk Pension Fund Committee and a representative of the Borough Council sat on this Committee. The Committee had a Funding Strategy which sought to ensure that the pension fund would be fully funded over the longer term. The Committee had agreed that any contribution increases that were required, based on the deficit recovery periods, should be phased for statutory bodies with tax-raising powers over a period of up to six years, with a maximum increase each year equivalent to 1% of pay for the first three years. The proposal for St Edmundsbury was, therefore, that employer contribution rates increase from the current level of 16.6% in 2010/2011 to 19.6% in 2013/2014.

The Pension Fund Committee had agreed to consult with scheme employers on the proposed Funding Strategy. The Pension Fund Committee would then make a final decision on the Funding Strategy and the actuary would then certify the employer contributions for the three years from April 2011.

The Cabinet was aware that Lord Hutton was chairing a review into public service pension provision and was due to publish his report in the Summer of 2011. The final report was likely to include recommendations for increasing employee contributions, as one of a range of solutions, to ensure that the future costs of pensions were adequately provided for in a manner which was both fair to public service workers and to the taxpayer. Therefore, it was considered appropriate that a report be forwarded to the Cabinet in due course considering the outcome of the Hutton report.

RESOLVED:- That

- (1) the Suffolk Pension Fund proposal to increase employer contributions by 1% each year for the next three years commencing 2011/2012 be approved, in line with projections already made in the Borough Council's Medium Term Financial Strategy; and
- (2) as the outcome of the Hutton Report (due in the Summer of 2011) may have a significant impact on the entire structure of the pension fund that a further report be brought back to Cabinet following the publication of this report.

**104. Recommendations from Sustainable Development Working Party:  
18 January 2011**

*Forward Plan Reference: Feb11/06 Cabinet Member: Cllr Terry Clements*

The Cabinet considered Report B414 (previously circulated) which contained the recommendations emanating from the meeting of the Sustainable Development Working Party held on 18 January 2011.

Councillor Clements, Vice-Chairman of the Sustainable Development Working Party, drew relevant issues to the attention of the Cabinet. He informed the Cabinet that:-

- (1) the Air Quality Management Group draft supplementary planning document had been produced by the County Council and the other local authorities within Suffolk to provide a protocol for developers submitting planning applications where there might be air quality issues. Consultation on the draft document would be undertaken by the County Council;
- (2) the land at The Green in Barrow had been allocated for housing development for a number of years and was now available for development. The Local Plan required that a Development Brief be approved for the site before planning applications could be considered. The draft Brief had been subject to consultation;
- (3) the Masterplan for the North West Haverhill Strategic Housing Site had been adopted in 2009. Since that time there had been local pressure for an area of the Plan to be changed to allow lower density housing and to reduce the potential dwelling heights. The landowners had acknowledged these concerns and had consulted on an amendment that would allow lower density and lower heights on land at the eastern end of the site. This had been met with wholehearted support during the consultation.
- (4) the County Council had been working with the other local authorities within Suffolk to produce a draft supplementary planning document to provide guidance on the requirement for developer contributions through Section 106 Agreements. It was intended to assist developers and other interested in development to identify the range and likely level of contributions that would be sought to meet the impact on infrastructure of new developments; and
- (5) the Panel had received a report that noted a change by the Government to Planning Policy Guidance 13 (PPG13) on transport that removed the standard for the maximum number of car parking spaces in residential development and the creation of local standards. The current parking standards operated countywide in close co-operation with the County Council's Highway Department and it was agreed that the Borough Council should seek to work with other district councils and the County Council to prepare local parking standards for residential development proposals.

During the discussion the Cabinet was informed that members of the Sustainable Development Working Party had expressed reservations concerning the timing of the work on the Joint Suffolk Section 106 Supplementary Planning Document Concerns had been raised because of the uncertainty about current infrastructure provision and identifying future infrastructure needs which had arisen as a consequence of Suffolk County Council's new strategic direction approach to providing services and the abolition of Primary Care Trusts and other changes in provision. Concern had also expressed that there were no provisions in the documentation for developers to engage with town/parish councils about their needs for infrastructure provision. However, the Working Party had concluded that there was a need to progress this documentation.

Councillor Thorndyke, a member of the Sustainable Development Working Party, considered that the document contained so many references to major issues affecting residents of St Edmundsbury that responses to the consultation would not necessarily address the issues raised in respect of Section 106 but these other significant issues.

RESOLVED:- That

**(1) Air Quality Management and New Development: Draft Supplementary Planning Document**

The draft Air Quality Management and New Development Supplementary Planning Document, as contained in Appendix A to Report B424, be approved for public consultation.

**(2) Joint Suffolk Section 106 Supplementary Planning Document**

(1) The draft Joint Suffolk Section 106 Guide to Infrastructure, attached as Appendix A to Report B426, and the Code of Practice Protocol, attached as Appendix B, be approved for public consultation; and

(2) delegated authority be given to the Corporate Director for Economy and Environment, in consultation with the Portfolio Holder for Transport and Planning, to agree any necessary minor typographical, factual or grammatical changes to the draft prior to publication for consultation purposes.

**(3) Revised Planning Policy Guidance 13: Transport**

Officers seek to work with other Suffolk local planning authorities and the County Council, as the strategic transport planning authority, to review local residential car parking standards.



**RECOMMENDED:- That**

**(1) Replacement St Edmundsbury Borough Local Plan 2016: Development Brief for Land at The Green, Barrow**

*Subject to the approval of full Council, the Design Brief for the development of land at The Green, Barrow, as contained in Appendix A of Report B406, be adopted as non-statutory planning guidance for the determination of future planning applications.*

**(2) Replacement St Edmundsbury Borough Local Plan – Policy HAV2: Strategic Housing Site, North West Haverhill: Approval of Amendment to Masterplan**

*Subject to the approval of full Council, the amendments to the previously adopted North-West Haverhill Masterplan, as detailed in Appendix A to Report B425, be adopted as non-statutory planning guidance.*

- (3) ***St Edmundsbury Local Development Framework Local Development Update and Scheme***
- (1) ***The Borough Council work with Forest Heath District Council to produce a joint Development Management Document;***
  - (2) ***the initial consultation programme for the Bury St Edmunds Vision 2031, Haverhill Vision 2031 and Rural Masterplans, as set out Report B427 be agreed;***
  - (3) ***the indicated revisions to the Local Development Scheme be approved for formal submission to GO-East;***
  - (4) ***subject to the approval of GO-East, the revised timetable as detailed in the revised Local Development Scheme be brought into operation with immediate effect; and***
  - (5) ***the Corporate Director for Economy and Environment, in consultation with the Portfolio Holder for Transport and Planning, be authorised to incorporate into the submitted Local Development Scheme any further minor changes as are necessary to update it and make any spelling, grammatical, factual, formatting and numbering corrections, provided they do not materially affect the substance or meaning of the document.***

**105. Recommendations from Rural Area Working Party: 13 January 2011**  
***Forward Plan Reference: Feb11/08 Cabinet Member: Cllr John Griffiths***

The Cabinet considered Report B415 (previously circulated) which contained the recommendations emanating from the meeting of the Rural Area Working Party held on 13 January 2011.

The recommendation in respect of the Development Brief for land at The Green, Barrow and Rural Area Masterplan had already been considered as part of the recommendations emanating from the meeting of the Sustainable Development Panel held on 18 January 2011 and recorded in minute 104 above.

Councillor Thorndyke, Chairman of the Rural Area Working Party, advised the Cabinet that a presentation had been received by the Working Party in respect of the rural youth 'Wos Up' Scheme. It was recognised that the six week period where this scheme operated was not ideal and this would be re-examined as part of the work on the Youth Programme. He also advised that a discussion had been held concerning the forthcoming Parish Conference, which was scheduled to be held on Thursday 12 May 2011, and it was concluded that even though this was only one week after the elections there was no need to defer this conference as it was expected that there would be very few elections held in the parishes based on previous experience.



**106. Recommendations from Bury St Edmunds Area Working Party: 30 November 2010 and 4 January 2011**

*Forward Plan Reference: Feb11/03 Cabinet Member: Cllr Robert Everitt*

The Cabinet considered Reports B416 and B417 (previously circulated) which contained the recommendations emanating from the meetings of the Bury St Edmunds Area Working Party held on 30 November 2010 and 4 January 2011 respectively.

Councillor Everitt, Chairman of the Working Party, drew relevant issues to the attention of the Cabinet. He wished to place on record his thanks to the Economic Development Officer (Strategy) for the considerable amount of work involved in producing the proposals, costings and designs for the Bury St Edmunds Visitor Signing.

RESOLVED:- That

**(A) Meeting 30 November 2010**

**(1) St Andrews Street South Review of Access Arrangements**

- (a) A workshop to consider the management of St Andrews Street South be undertaken; and
- (b) the outcome of the workshop be reported to a future meeting of the Bury St Edmunds Area Working Party.

**(2) Adoption of Highway/Footway – Cobb Close, Bury St Edmunds**

The section of road and footpaths between points A and B, as detailed in Appendix A to Report B332, be dedicated as public highway and adopted as maintainable at the public expense.

**(B) Meeting 4 January 2011**

**(1) Bury St Edmunds Visitor Signing**

- (a) The proposals and costings for refurbishing the cast-iron fingerposts as outlined in Report B400 be approved;
- (b) a design for the retail signs as outlined in Section 5 of Report B400 be approved; and
- (c) a campaign be launched to remove unnecessary signs.

**107. Recommendations from Haverhill Area Working Party: 13 January 2011**

*Forward Plan Reference: Feb11/05 Cabinet Member: Cllr Anne Gower*

The Cabinet considered Report B418 (previously circulated) which contained the recommendations emanating from the meeting of the Haverhill Area Working Party held on 13 January 2011.

The recommendations concerning North West Haverhill Masterplan: Proposed amendments and Haverhill Masterplan had already been considered by the Cabinet and the decisions detailed in minute 104 above.

Councillor Anne Gower, Portfolio Holder for Haverhill and Housing, drew relevant issues to the attention of the Cabinet. In particular, she informed the Cabinet regarding the new photographic resource and tabled examples of the cards to be used. She also

informed the Cabinet on the official launch of the Queen Street gates and again tabled photographs of this event.

RESOLVED:- That

**(a) Haverhill Town Centre Management: Use of New Haverhill Photographic Resource**

- (1) 1,000 glossy postcards be produced by Suffolk County Council Design and Print at a cost of £240 allocated from the previously approved budget of £3,500 for the Haverhill Photographic Resource, as outlined in Section 2.6 of Report B403; and
- (2) a selection of high resolution images from the Resource be provided to the printers to produce postcards for an additional cost of £195, which will also be met from within the existing budget, as outlined in Section 2.7(f) of Report B403;

**108. Annual Review of Car Parking Charges**

*Forward Plan Reference: Feb11/11 Cabinet Member: Cllr Terry Clements*

The Cabinet considered Report B419 (previously circulated) which sought approval for the proposed car parking charges for implementation from 4 April 2011.

This report detailed the outcome of the consultation on parking charges which had been considered by the Bury St Edmunds, Haverhill and Rural Area Working Parties, in addition to stakeholder and public consultees.

The Cabinet recognised that it was important that the Council continued to generate a reasonable return on its considerable investment in parking, be mindful of the impact of the increase in the rate of VAT and to use the charges to manage the appropriate use of the car parks. In addition, it was considered that there should be an underlining principle of 'user pays' so those who did not use the car parks did not subsidise their maintenance and running costs. The variation in car park charges was also aimed to ensure parking occurred in the most appropriate location for the length and type of stay.



***RECOMMENDED:-***

***That, subject to the budget setting process, the proposed charges, as detailed in Appendix A to Report B419, be approved for implementation from 4 April 2011.***

**109. Private Sector Leasing Scheme**

*Forward Plan Reference: Feb11/10 Cabinet Member: Cllr Anne Gower*

The Cabinet considered Report B420 (previously circulated) which sought approval for the implementation of a new Private Sector Leasing Scheme with Housing Action.

The Council's current Private Sector Leasing Scheme (PSLS) operated by Havebury Housing Partnership (Havebury) was to come to an end in April 2011. Officers had, therefore, been exploring other options for providing a PSLS to continue to prevent homelessness in appropriate cases.

Housing Action, a 'social enterprise', was offering an innovative approach which included some support for the tenants within the Scheme. The cost to the Council would be a one-off payment of £75,000, which would deliver at least 75 additional properties in the first 5 years of the scheme.

Councillor Mrs Gower, Portfolio Holder for Haverhill and Housing, stated that the cost of £75,000 would result in the delivery of at least 75 properties in the first five years of the scheme, and if the scheme expanded to its maximum of 170 properties the additional properties would not be a cost to the Council. Given that most of the tenants that would be housed through the scheme were homeless and vulnerable, this cost must be considered against the savings achieved from accommodating this client group without having to accept a duty to them as homeless. In addition, the proposed charge by Housing Action compared very favourably with that currently charged within the Havebury Scheme.

In response to a question, the Cabinet was informed that the proposed cost of £75,000 would be paid in two tranches, initially a payment of £50,000 would be made immediately and the remaining £25,000 paid in twelve months time or when the first 30 properties had been accepted into the Scheme, whichever was the sooner.

RESOLVED:- That

- (1) the implementation of the new Private Sector Leasing Scheme with Housing Action, as outlined in Report B420, be approved;
- (2) the Corporate Director for Community Services be authorised to finalise and sign the Service Level Agreement on behalf of the Council, in consultation with the Portfolio Holder for Haverhill and Housing; and
- (3) the payment of £75,000 to Housing Action, as outlined in paragraph 9.2 of Report B420, be approved.

#### **110. Social Housing Reform: Proposals**

*Forward Plan Reference: Feb11/13 Cabinet Member: Cllr Anne Gower*

The Cabinet considered Report B421 (previously circulated) which sought approval for the response to the Government consultation regarding proposals for social housing reforms.

The Government was planning to introduce some radical reforms to social housing which were currently the subject of consultation. These reforms and the Council's suggested comments on the reforms were attached as Appendix 1 to the report.

One of the reforms would introduce a new form of tenancy, an 'affordable rent', which would enable registered providers, housing associations, to offer tenancies on fixed terms of at least two years, and also to charge a rent that was up to 80% of the local market rent. As part of this consultation response, the Borough Council agreed in principle to accept the new 'affordable rent' on new social housing schemes, including schemes currently in development where appropriate and full Council would be asked to endorse this approach.

This report outlined the 'affordable rent' concept and sought a commitment to the concept at an early stage to enable the registered providers in the Borough to work up their offer to the Homes and Communities Agency for future development of social housing.

The Borough Council also agreed in principle to set targets for social rent and affordable rent tenancies as part of a new Tenancy Strategy, and to work with partners to develop these targets and strategy. Full Council would also be asked to approve the new Tenancy Strategy.

Councillor Mrs Gower, Portfolio Holder for Haverhill and Housing, drew relevant issues to the attention of the Cabinet. In response to a question, she informed the Cabinet that the Council had been one of the very few local authorities that had so far held a workshop with its housing association partners in order to discuss the Government proposals and help formulate a response.

The Cabinet recognised the importance of agreeing the principle to accept the new 'affordable rent' on new social housing schemes and that the housing associations needed to know that this was the Council's intention in order that they could submit their proposals for funding to the Homes and Communities Agency. Therefore, the Council would be asked to endorse this approach prior to the relevant legislation being enacted.

RESOLVED:- That

- (1) the proposed response to the consultation, set out in Appendix 1 of Report B421, be endorsed;
- (2) as part of this consultation response, the Borough Council agrees in principle to accept the new 'affordable rent' on new social housing schemes, including schemes currently in development where appropriate; and
- (3) the Borough Council also agrees in principle to set targets for social rent and affordable rent tenancies as part of a new tenancy strategy, and to work with partners to develop these targets and strategy.

#### **111. Emergency Planning Working Party: 15 December 2010**

*Forward Plan Reference: Feb11/02 Cabinet Member: Cllr Robert Everitt*

The Cabinet considered Report B422 (previously circulated) which contained the recommendations emanating from the meeting of the Emergency Planning Working Party held on 15 December 2010.

Councillor Everitt, Portfolio Holder with responsibility for emergency planning, drew relevant issues to the attention of the Cabinet. He proposed an amendment to the recommendation concerning the Working Party's terms of reference and in particular working with the equivalent group from Forest Heath District Council.

RESOLVED:- That

- (a) **Revision of Emergency Planning Working Party Terms of Reference**
  - (1) the proposed revised Terms of Reference, as detailed in Section 3 of Report B384, be adopted; and
  - (2) it be approved in principle that future meetings of both the Borough Council's Emergency Planning Working Party and Forest Heath District Council's Emergency Planning Working Group be aligned so that they may meet together on the same date on a rotational location basis as appropriate.

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**EXEMPT INFORMATION – EXCLUSION OF PUBLIC  
TERMS OF FORMAL RESOLUTION**

That under Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 1 of Part 1 of Schedule 12(A) of the Act.

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**112. Picturehouse Cinema, Hatter Street, Bury St Edmunds: Request for  
Financial Support from City Screen Ltd**

***Forward Plan Reference: Feb11/01 Cabinet Member: Cllr John Griffiths***

The Cabinet considered Exempt Report B423 (previously circulated) which sought approval for a loan to City Screen Ltd to fund the next stage of its development of the Hatter Street Cinema in Bury St Edmunds.

City Screen Ltd were now looking at the next stage in their planned development of the Hatter Street cinema's facilities, including improvements to the external façade of the building, reorganisation of the foyer area and improvements to the food and beverage areas. However, the company acknowledged that banks and commercial investors were unlikely to invest in a venture with such marginal expected returns.

The Cabinet held a wide ranging discussion in which it was recognised that the cinema had been part of the community for many years and an integral part of the town's cultural heritage. The current programme and strategy for the cinema enhanced the overall cultural offer for the town, providing the opportunity to cover a wide range of productions. Indeed, the cinema also linked well with the Bury St Edmunds Festival to augment the offering, with the ability to show more diverse and unusual shows and films. It was also understood that the Theatre Royal considered it to be an asset to the community and saw it as a partner in the cultural offer of Bury St Edmunds rather than a competitor.

The Cabinet also considered the risk assessment associated with making a loan and whether it was beneficial for the Council that the loan would be between the Council and City Screen Ltd.



***RECOMMENDED:- That, subject to approval by full Council, :-***

- (a) the Council agrees to provide loan finance to City Screen Ltd to fund the next stage in the development of the Hatter Street Cinema;***
- (b) the loan be conditional upon the Council securing a first legal charge on the Hatter Street Cinema lease and internal furniture and equipment; and***

The meeting concluded at 6.48 pm

**J H M GRIFFITHS  
CHAIRMAN**