

# Council



*St Edmundsbury*  
BOROUGH COUNCIL

**Minutes** of a meeting of the **Council** held on  
**Tuesday 21 February 2017 at 7.00 pm** in the **Conference Chamber,**  
**West Suffolk House,** Western Way, Bury St Edmunds IP33 3YU

Present: **Councillors**

**Mayor** Julia Wakelam  
**Deputy Mayor** Terry Clements

Trevor Beckwith	Wayne Hailstone	Karen Richardson
Sarah Broughton	Diane Hind	David Roach
Simon Brown	Beccy Hopfensperger	Angela Rushen
Tony Brown	Paul Hopfensperger	Barry Robbins
Carol Bull	Ian Houlder	Andrew Smith
John Burns	Margaret Marks	Clive Springett
Patrick Chung	Betty Mclatchy	Sarah Stamp
Jason Crooks	Ivor Mclatchy	Peter Stevens
Robert Everitt	Sara Mildmay-White	Peter Thompson
Jeremy Farthing	David Nettleton	Jim Thorndyke
Paula Fox	Clive Pollington	Anthony Williams
Susan Glossop	Alaric Pugh	
John Griffiths	Joanna Rayner	

**In attendance:**

Clive MacLeod (Member of the West Suffolk Joint Independent Remuneration Panel)

218. **Prayers**

The Mayor's Chaplain, the Very Reverend Canon Mark Hackeson of St Edmunds' Church, opened the meeting with prayers.

219. **Minutes**

The public and exempt minutes of the meeting held on 20 December 2016 were confirmed as a correct record and signed by the Mayor, subject to the following amendment:

Minute 210 (C)(1) 'Referral from Cabinet: 8 December 2016: Barley Homes – Five Year Business Plan': *Councillor Sarah Broughton declared a local non-pecuniary interest as ~~her business was~~ **she was employed by Prime-Purchase, a subsidiary of Savills PLC....***

**220. Mayor's announcements**

The Mayor reported on the civic engagements and charity activities which she and her Consort, and the Deputy Mayor and Mayoress had attended since the last ordinary meeting of Council held on 20 December 2016.

**221. Apologies for Absence**

Apologies for absence were received from Councillors Bob Cockle, Jane Midwood, Richard Rout, Andrew Speed, Frank Warby and Patsy Warby.

**222. Declarations of Interests**

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

**223. Leader's Statement**

Councillor John Griffiths, Leader of the Council, presented his statement as contained in Paper No: COU/SE/17/001.

In addition to his statement, Councillor Griffiths drew attention in his introductory remarks to the potential implications for St Edmundsbury and west Suffolk regarding the consultations on the Housing 'Fixing our Broken Housing Market' White Paper and Industrial Strategy Green Paper; and the soon to be implemented changes relating to the revaluation of business rates.

In response to a question, Council was informed that a relief road for central Bury St Edmunds was under the responsibility of the County Council; however, the Borough Council and other partners, worked closely with the County Council to address potential future infrastructure aspirations. The work on the emerging Bury St Edmunds Town Centre Masterplan, and the Civil Parking Enforcement proposals (for consideration later on the agenda) were examples of effective partnership working, which had common aims of making improvements to the borough and west Suffolk.

**224. Public Participation**

No members of the public in attendance wished to speak.

**225. Referrals report of recommendations from Cabinet**

Council considered the Referrals report of Recommendations from Cabinet contained within Report No: COU/SE/17/002.

**(A) Referrals from Cabinet: 7 February 2017**

**1. Review of Abbeycroft Leisure Ltd Performance 2005-2016**

Approval was sought for Council to formally note the recommendations of Cabinet, which related to the findings of the Overview and Scrutiny Committee following its review of Abbeycroft's past performance since the operation of the Council's leisure services had been transferred in 2005.

Councillor Joanna Rayner, Portfolio Holder for Leisure and Culture, drew relevant issues to the attention of Council, including thanking the Overview and Scrutiny Committee for its work. The findings would provide a significant contribution to informing the development of a new Partnership Agreement with Abbeycroft, which would be presented to Cabinet and Council in spring 2017.

Councillor Terry Clements commended the work of Abbeycroft Leisure and the recently opened facility at Skyliner Way, Bury St Edmunds.

On the motion of Councillor Rayner, seconded by Councillor Clive Springett, and duly carried, it was

RESOLVED:

That note be taken of the findings of the Overview and Scrutiny Committee in developing a new Partnership Agreement with Abbeycroft moving forward, in particular:

- (1) the need for full transparency in costs to the Council of providing leisure services;
- (2) the need for the agreement to focus on the outcomes for the health and wellbeing of communities; and
- (3) the approach to developing a Partnership Agreement with Abbeycroft for at least 10 years and alignment of leases will deliver value for money service for the Council.

2. Treasury Management Report 2016/2017 – Investment Activity  
(1 April to 31 December 2016)

Approval was sought for the Treasury Management Report, which had been updated to include investment activity for the third quarter of 2016/2017.

Councillor Ian Houlder, Portfolio Holder for Resources and Performance, drew relevant issues to the attention of Council.

On the motion of Councillor Houlder, seconded by Councillor Sarah Broughton, and duly carried, it was

RESOLVED:

That the Treasury Management Report 2016-2017, attached at Appendix 1 to Report No: TMS/SE/17/001, be approved.

3. Annual Treasury Management and Investment Strategy Statements  
2017/2018 and Code of Practice

Approval was sought for the Annual Treasury Management and Investment Strategy Statements for 2017/2018 and the Treasury Management Code of Practice.

Councillor Ian Houlder, Portfolio Holder for Resources and Performance, drew relevant issues to the attention of Council.

On the motion of Councillor Houlder, seconded by Councillor John Burns, and duly carried, it was

RESOLVED:

That:

- (1) the Annual Treasury Management and Investment Strategy Statements 2017/2018, as contained in Appendix 1 to Report No: TMS/SE/17/002, be approved; and
- (2) the Treasury Management Code of Practice 2017/2018, as contained in Appendix 2 to Report No: TMS/SE/17/002, be approved.

4. Delivering a Sustainable Medium Term Financial Strategy 2017-2020

The recommendations emanating from Cabinet's consideration of this report was contained within Report No: COU/SE/17/004, 'Budget and Council Tax Setting: 2017/2018 and Medium Term Financial Strategy 2017-2021' (minute 227 below refers).

5. Budget and Council Tax Setting 2017/2018 and Medium Term Financial Strategy 2017-2021

The recommendations emanating from Cabinet's consideration of this report was contained within Report No: COU/SE/17/004, 'Budget and Council Tax Setting: 2017/2018 and Medium Term Financial Strategy 2017-2021' (minute 227 below refers).

6. Joint West Suffolk Sex Establishment Licensing Policy

Approval was sought for a Joint West Suffolk Sex Establishment Policy, which aligned the operation of Forest Heath District Council and St Edmundsbury Borough Council, thus increasing efficiency. The draft policy, as contained as Appendix 1 to Report No: LIC/SE/17/003, had been subject to public consultation.

Councillor Alaric Pugh, Portfolio Holder for Planning and Growth, drew relevant issues to the attention of Council.

On the motion of Councillor Pugh, seconded by Councillor Clive Springett, and duly carried, it was

RESOLVED:

That the proposed Joint West Suffolk Sex Establishment Licensing Policy, as set out in Appendix 1 of Report No: LIC/SE/17/003, be adopted.

## 7. Civil Parking Enforcement

*(Councillors Trevor Beckwith, Tony Brown, John Burns, Terry Clements, Beccy Hopfensperger, David Nettleton and Sarah Stamp all declared local non-pecuniary interests as Members of Suffolk County Council and remained in the meeting for the consideration of this item.)*

Approval was sought for the transfer of Civil Parking Enforcement (CPE) to the Borough Council under the operation of a West Suffolk service, and the financial implications associated with that.

Councillor Peter Stevens, Portfolio Holder for Operations, drew relevant issues to the attention of Council, including that the proposed introduction of CPE had the benefit of a common enforcement service for both on and off-street parking for the convenience and ease of understanding for the motorist as well as providing greater control and a more efficient operation to that currently delivered by the Police.

A detailed discussion was held and some Members provided examples of incidents where illegal parking was causing problems within their own individual wards, therefore these Members in particular, were extremely pleased to see the CPE proposals coming forward. Emphasis was however, placed on providing a balance whereby the new enforcement measures did not create a situation that resulted in some motorists parking in side streets to the detriment of local residents.

It was recognised that the new CPE was unlikely to reach a cost neutral position based on the projected costs and estimated income from the issue of parking fines, therefore it was expected that on-street parking income would be the preferred mechanism to off-set the deficit and ensure the viability of the service. Currently, on street pay and display and neighbourhood/resident parking in Bury St Edmunds was managed and enforced on a cost neutral basis by St Edmundsbury Borough Council (SEBC) and all surplus income was returned to the Suffolk County Council (SCC) On-Street Parking Account. Recognising the level of deficit in St Edmundsbury, and subject to final agreement, SCC would potentially allow all income generated on street, including Angel Hill, to be retained by SEBC. This was subject to other provisions and criteria, as detailed in paragraph 2.7 of Report No: CAB/SE/17/016; however, the principle was supported by Members.

Other issues highlighted in the debate included:

- (a) the need to create parking solutions, particularly within the towns, to discourage illegal parking;
- (b) that it was part of the agreement for the County Council to fund and review the provision of road lines, signs and accompanying Traffic Regulation Orders to enable appropriate enforcement, and these needed to be in place by the expected start date of CPE in April 2019;
- (c) gaining public support for the changes to ensure expectations regarding the anticipated significant increased level of enforcement were adequately managed; and

- (d) taking opportunities to effectively discourage illegal parking in the first place.

On the motion of Councillor Stevens, seconded by Councillor Angela Rushen, and duly carried, it was

RESOLVED:

That:

- (1) the contents of Report No: CAB/SE/17/016 and the estimated financial impact of introducing Civil Parking Enforcement (CPE) shown at Exempt Appendix A, be noted;
- (2) Suffolk County Council be supported in seeking the transfer of Civil Parking Enforcement to St Edmundsbury Borough Council;
- (3) an Agency Agreement be entered into with Suffolk County Council for the period 2019-2029 to undertake delegated Civil Parking Enforcement powers across the Borough;
- (4) £10,000 be contributed towards the countywide set up costs for Civil Parking Enforcement;
- (5) it be agreed that St Edmundsbury Borough Council will meet the cost of operating Civil Parking Enforcement delivered by a West Suffolk service, subject to (i) the retention of all on-street parking and neighbourhood parking receipts; (ii) a Service Level Agreement with Suffolk County Council on the processing of new requests for Traffic Regulation Order (TRO) restrictions and the maintenance of lines and signs; and (iii) assume delegated responsibility for on street pay and display tariff setting and the provision of on-street parking bays (subject to a Highway Authority pre-defined assessment);
- (6) CPE enforcement be provided in parts of Babergh and Mid Suffolk and a separate agreement with the individual District Councils to enforce their off street car parks, on a full cost recovery basis; and
- (7) delegated authority be given to the Assistant Director (Operations), in consultation with the Portfolio Holder for Operations, to sign-off the final agreements relating to the introduction of Civil Parking Enforcement.

**226. Report of the West Suffolk Joint Independent Remuneration Panel - Members' Scheme of Allowances**

Council considered Report No: COU/SE/17/003 (and Report No: COU/SE/16/022 (revised), attached to Report No: COU/SE/17/003), which sought approval for a new Scheme of Members' Allowances for St Edmundsbury Borough Council, as devised by the West Suffolk Joint Independent Remuneration Panel.

On 20 December 2016, this item was deferred by Council to allow Members further time to consider the extensive number of recommendations and to submit any comments they may have had on the proposals for consideration by the Panel.

The Panel had now considered Members' comments on its proposals and had made a revision to its original report (Report No: COU/SE/16/022) presented on 20 December 2016, which as a consequence had meant that Appendix A attached to that report had also been revised. The revision made by the Panel related to the chairmanship of the West Suffolk Joint Standards Committee, as highlighted in Section 2 of Report No: COU/SE/17/003.

For the reasons set out in paragraph 3.1 of Report No: COU/SE/17/003 and for clarity, the recommendations put forward by the Panel were reproduced in paragraph 3.2 of that report.

Councillor Houlder, Portfolio Holder for Resources and Performance, thanked the Panel for taking the time to consider Members' comments and for making an amendment to their report in light of those comments received. He acknowledged and commended the significant amount of work undertaken by the Panel; however he did not feel that the proposed new Members' Allowance Scheme could be supported or adopted for the following reasons:

- (a) The changes were fundamentally different to the current scheme and it was not felt necessary to make this deviation from the current scheme.
- (b) Whilst changes to the existing scheme may be required in the future this was not the right time to do this.
- (c) The proposals would result in an unnecessary increase to the budget.
- (d) Given the changes proposed were so fundamental to the scheme, it was difficult to accept some parts without altering the rest, therefore it was considered appropriate for the proposals to be rejected completely at this time.

Councillor Houlder then moved the following alternative motion to that proposed in the report, which was duly seconded by Councillor Carol Bull:

*That:*

- (1) *the 36 specific recommendations of the West Suffolk Joint Independent Remuneration Panel, as set out in Appendix A (Revised) to Report No: COU/SE/16/022, be rejected in their entirety and therefore a new Members' Allowance Scheme for St Edmundsbury Borough Council not be adopted; and*
- (2) *as a consequence of the above, the current St Edmundsbury Borough Council Members' Allowance Scheme be extended beyond 31 March 2017 until a date of expiry of 31 May 2019.*

Councillor David Nettleton proposed an amendment to the above substantive motion, as shown below in bold and strikethrough as appropriate, which was duly seconded by Councillor Trevor Beckwith:

*That:*

**(1) *The following be approved for incorporation into the existing Members' Allowances Scheme:***

**(a) *The Basic Allowance should incorporate the £180 broadband payment for all 45 Members of the Council, resulting in a Basic Allowance of £5,585pa. The multiplier for Special Responsibility Allowance should remain calculated on £5,405; and***

**(b) *reference to renunciation be removed from the Scheme of Allowances. Members should be paid the full amount of the Basic Allowance (£5,585pa);***

***therefore the remaining 36-specific recommendations of the West Suffolk Joint Independent Remuneration Panel, as set out in Appendix A (Revised) to Report No: COU/SE/16/022, be rejected in their entirety and therefore a new Members' Allowance Scheme for St Edmundsbury Borough Council not be adopted; and***

**(2) *as a consequence of the above, the current St Edmundsbury Borough Council Members' Allowance Scheme (as amended) be extended beyond 31 March 2017 until a date of expiry of 31 May 2019.***

Councillor Nettleton considered that approval of the above would make the existing Scheme less cluttered and easier to understand. Should any Member choose not to keep their allowance, then Councillor Nettleton felt they should give it to charity or similar.

A debate was held on the amendment, where it was clarified it was no longer possible under the current Regulations to renounce an allowance anyway; however, Members understood Councillor Nettleton's point.

The amendment to the substantive motion was then put to the vote and was defeated.

A debate was then held on the substantive motion. Support was given by the majority of Members to the reasons for rejecting the adoption of a new Scheme in its entirety, as outlined in Councillor Houlder's proposal above; however the extensive work of the Panel was acknowledged and appreciated.

On the motion of Councillor Houlder, seconded by Councillor Bull, and duly carried, it was

RESOLVED:

That:

- (1) the 36 specific recommendations of the West Suffolk Joint Independent Remuneration Panel, as set out in Appendix A (Revised) to Report No: COU/SE/16/022, be rejected in their entirety and therefore a new Members' Allowance Scheme for St Edmundsbury Borough Council not be adopted; and
- (2) as a consequence of the above, the current St Edmundsbury Borough Council Members' Allowance Scheme be extended beyond 31 March 2017 until a date of expiry of 31 May 2019.

*(Mr Clive MacLeod, member of the West Suffolk Joint Independent Remuneration Panel left the meeting at the conclusion of this item.)*

**227. Budget and Council Tax Setting: 2017/2018 and Medium Term Financial Strategy 2017-2021**

Council considered Report No: COU/SE/17/004, which presented the proposals for Budget and Council Tax Setting in 2017/2018 and the Medium Term Financial Strategy 2017-2021.

Councillor Ian Houlder, Portfolio Holder for Resources and Performance drew relevant issues to the attention of Council, including that Report No: COU/SE/17/004 set out details of the Council's proposed revenue and capital budgets for 2017/2018. The Cabinet had been required to consider the 2017/2018 budget for the authority and had recommended to Council a proposed council tax increase of 1.96%. This equated to an increase in £3.51 for an average Band D property, therefore the level of Band D council tax for 2017/2018 would be set at £182.16.

In light of the significant transformation in the funding of local services, the Council continued to face considerable financial challenges in the short, medium and longer term. Changes included reductions in Government grant funding, including the pending removal of the Revenue Support Grant which was expected not to be available to the Borough by 2019/2020; more business rates being retained locally (and the uncertainty around how that was going to work); plus the introduction, and then reduction of New Homes Bonus. Further details and the implications of these particular matters were detailed in the report.

Alongside these cuts, was the lowest bank base rate for years (resulting in the Council's income from interest being significantly reduced), and increased demand in some services, such as housing. Whilst the Government had maintained the 2% or £5 threshold (whichever was the higher) for council tax increases for 2017/2018 for shire districts, this local tax raised only one fifth of the Council's income for local services. Bridging the gap between income and demand was the single biggest challenge facing local government across the country.

St Edmundsbury Borough Council had been working in partnership with Forest Heath District Council (the West Suffolk councils) since 2010 and had saved in excess of £4 million annually through sharing services; however it was recognised that whilst the income received by the West Suffolk councils must be maintained, projects in which investment had been made, must be delivered in order to bridge the budget gap in the medium to longer term.

Some projects would require considerable investment through borrowing, but that investment would build a more financially resilient and self-sufficient council, with less reliance on uncertain Government, or other funding. That focus on income-generating projects, which may span several years before making any returns, meant that the Council was unable to simply balance a budget for one year. Section 1.6 of the report provided details on how the Council intended to support these projects and its investment in growth agenda.

The Council Tax Freeze Grant, which incentivised councils to freeze their council tax levels had not been included in the settlement since 2016/2017 onwards and any previous awards were now included within the Revenue Support Grant and phased out accordingly.

Councillor Houlder continued and thanked Members of the Performance and Audit Scrutiny Committee for their scrutiny of a number of proposals that had been worked on to bridge the budget gap for 2017/2018 and in the medium term up to 2021. All staff and Members alike were then commended for showing commitment to the significant transformation in the way in which the Council now operated and the achievements made as the Council strived towards local self-sufficiency.

Councillor Houlder then moved the recommendations contained in the report, which were duly seconded by Councillor John Griffiths, Leader of the Council.

Councillor David Nettleton proposed an amendment to the substantive motion, which was duly seconded by Councillor Trevor Beckwith. The amendment sought for Council Tax for an average Band D property to be set at £180.00 (an increase of 0.76% instead of the proposed 1.96%). Given the prediction of 36,257 Band D homes, Councillor Nettleton had calculated the overall impact of his proposal as £78,315. To achieve a balancing figure, Councillor Nettleton proposed The Apex subsidy should be reduced by £78,315 from £981,963 to £903,648. Councillor Nettleton considered ticket sales could be modestly increased to off-set his proposed reduction in subsidy.

Following Councillor Nettleton's speech and further explanation of his proposed amendment, a debate was held on the amendment. Bearing in mind the significant number of issues required to be considered in order to achieve a balanced budget, the majority of Members considered Councillor Nettleton's proposal was relatively minor in this context and that it would potentially cost more to change the budget at this very late stage, than the amount of savings Councillor Nettleton anticipated would be made.

The amendment to the substantive motion was then put to the vote and was defeated.

The debate then turned to the substantive motion. The majority of Members supported the budget for 2017/2018 and acknowledged that given the financial pressures, uncertainties and challenges placed upon the Council by Central Government, a significant amount of hard work had been undertaken by staff and Members to achieve a sustainable budget and therefore a nominal rise in council tax for 2017/2018 should be supported.

Councillor Griffiths also placed on record his congratulations to all staff and Members for the 2017/2018 budget. He highlighted that services continued to be preserved and delivered, and improved where possible; however, given the aforementioned issues facing the Council detailed above, the Council needed to maintain focus on the medium to longer term in order to achieve local self-sufficiency.

The substantive motion was then put to the statutorily required recorded vote. The votes recorded were 37 votes for the motion, 1 against and 1 abstention. The names of those Members voting for, against and abstaining being recorded as follows:

**For the motion:**

Councillors Broughton, Simon Brown, Tony Brown, Bull, Burns, Chung, Clements, Crooks, Everitt, Farthing, Fox, Glossop, Griffiths, Hailstone, Hind, Beccy Hopfensperger, Paul Hopfensperger, Houlder, Marks, Betty McLatchy, Ivor McLatchy, Mildmay-White, Pollington, Pugh, Rayner, Richardson, Roach, Robbins, Rushen, Smith, Springett, Stamp, Stevens, Thompson, Thorndyke, Wakelam and Williams.

**Against the motion:**

Councillor Beckwith

**Abstentions:**

Councillor Nettleton

It was therefore

RESOLVED:

That:

- (1) having taken into account the information received by Cabinet on 7 February 2017 (Report No: CAB/SE/17/009) including the Report by the Assistant Director (Resources and Performance) (s151 Officer) set out in Attachment C, together with the up to date information and advice contained in Report No: COU/SE/17/004, the level of Band D Council Tax for 2017/2018 be set at £182.16.
- (2) Subject to (1) above, the following formal Council Tax resolution be adopted:
  - (a) the revenue and capital budget for 2017-2021 attached at Attachment A to Report No: COU/SE/17/004, and as detailed in Attachment D, Appendix 1-5 and Attachment E, be approved;

- (b) a general fund balance of £3 million be agreed to be maintained, as detailed in paragraph 1.11.2 of Report No: COU/SE/17/004;
  - (c) the statutory calculations under Section 30 to 36 of the Local Government Finance Act 1992, attached as Attachment G, be noted;
  - (d) the Suffolk County Council and Suffolk Police Authority precepts issued to St Edmundsbury Borough Council, in accordance with Section 40 of the Local Government Finance Act 1992 and outlined at paragraphs 2.5 and 2.6 of Report No: COU/SE/17/004, be noted; and
  - (e) in accordance with Section 30(2) of the Local Government Finance Act 1992, the amounts shown in Schedule D of Attachment F be agreed as the amount of Council Tax for the year 2017/2018 for each of the categories of dwellings shown.
- (3) The Assistant Director (Resources and Performance), in consultation with the Portfolio Holder for Resources and Performance, be authorised to transfer any surplus on the 2016/2017 revenue budget to the Invest to Save Reserve as detailed in paragraph 1.11.4 of Report No: COU/SE/17/004, and to vire funds between existing Earmarked Reserves (as set out at Attachment D, Appendix 3) as deemed appropriate throughout the year.
- (4) The Discretionary Business Rates Relief awarded for local newspapers as detailed in paragraphs 1.4.2.1 to 1.4.2.3 to Report No: COU/SE/17/004, be approved.

## 228. **Mayoralty 2017/2018**

The Chairman of the Mayoral Advisory Committee, Councillor Ian Houlder, reported that the Committee had recommended that:

- The present Deputy Mayor, Councillor Terry Clements be nominated for the office of Mayor of St Edmundsbury for the 2017/2018 civic year; and
- Councillor Margaret Marks be nominated for the office of Deputy Mayor of St Edmundsbury for the 2017/2018 civic year.

The elections of Mayor and Deputy Mayor for 2017/2018 would be held at the Annual Meeting of the Council on 18 May 2017.

Both Councillors Clements and Marks were delighted to accept their respective nominations and thanked Members for their support.

## 229. **Calendar of Meetings: 2017/2018**

Council considered Report No: COU/SE/17/005, which sought approval for the proposed calendar of meetings for 2017/2018.

Councillor Ian Houlder, Portfolio Holder for Resources and Performance, drew relevant issues to the attention of Council, including that other meetings not listed in the Council's Constitution and those arranged on an ad-hoc basis would be scheduled throughout 2017/2018 and Members would be advised of these separately.

On the motion of Councillor Ian Houlder, seconded by Councillor Patrick Chung, and duly carried it was

RESOLVED:

That the Calendar of Meetings for 2017/2018, attached as Appendix A to Report No: COU/SE/17/005, be approved.

**230. Questions to Committee Chairmen**

Council considered a narrative item, which sought questions of Committee Chairmen on business transacted since the last ordinary meeting of Council on 20 December 2016, as outlined below:

<b>Committee</b>	<b>Chairman</b>	<b>Dates of meetings</b>
Overview and Scrutiny Committee	Cllr Diane Hind	11 January 2017
Performance and Audit Scrutiny Committee	Cllr Sarah Broughton	25 January 2017
Development Control Committee	Cllr Jim Thorndyke	5 January 2017 2 February 2017
Licensing and Regulatory Committee	Cllr Frank Warby	24 January 2017

No questions were asked of the above Chairmen (or in the absence of Councillor Frank Warby, Councillor Clive Springett, Vice-Chairman of the Licensing and Regulatory Committee)

**231. Urgent Questions on Notice**

No urgent questions on notice had been received.

**232. Exclusion of Press and Public**

See minute 233 below.

**233. Exempt Appendix: Referrals Report of Recommendations from Cabinet (para 3)**

Council considered Exempt Appendix 1 to Report No: COU/SE/17/002 under Agenda Item 7(A)(7) above, however no reference was made to specific detail and therefore this item was not held in private session.

234. **Exempt Minutes: 20 December 2016 (para 3)**

The exempt minutes of the meeting held on 20 December 2016 were confirmed as a correct record and signed by the Mayor under Agenda Item 1; however no reference was made to specific detail and therefore this item was not held in private session.

The meeting concluded at 8.44 pm

**Signed by:**

**Mayor**

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