

CABINET

4 December 2017

Minutes of the Cabinet meeting held at the Town Hall, Bexhill-on-Sea on Monday 4 December 2017 at 11:00am.

Cabinet Members present: Councillors C.R. Maynard (Leader), Lord Ampthill, A.E. Ganly, Mrs S. Hart, I.R. Hollidge, Mrs J.M. Hughes, I.G.F. Jenkins, G.P. Johnson, M.J. Kenward (Deputy Leader) and Mrs E.M. Kirby-Green.

Other Members present: Councillors J.J. Carroll, S.H. Earl (in part), Mrs D.C. Earl-Williams, K.M. Field, T. Graham, B. Kentfield, D.B. Oliver (in part), P.N. Osborne (in part), M. Mooney, Mrs S.M. Prochak, J. Potts and M.R. Watson.

Advisory Officers present: Executive Director of Resources, Executive Director of Business Operations, Service Manager – Finance and Welfare, Service Manager – Corporate and Human Resources (in part), Service Manager – Community and Economy (in part), Neighbourhood Services Manager (in part), Contracts Manager (in part), Housing and Asset Development Manager (in part), Operations Team Leader (in part), Democratic Services Manager (in part) and Democratic Services Officer.

Also present: Robin Patten – Chairman of Community Governance Review Steering Group (in part) and 23 members of the public.

Publication Date: 6 December 2017

The decisions made under PART II will come into force on 14 December 2017 unless they have been subject to the call-in procedure.

CB17/42. MINUTES

The Chairman was authorised to sign the minutes of the meeting held on 6 November 2017 as a correct record of the proceedings.

CB17/43. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors J. Barnes, Mrs B.A. Hollingsworth and the Chairman of the Council, Councillor Mrs M.L. Barnes.

PART I – RECOMMENDATIONS TO COUNCIL – not subject to call-in procedure under Rule 16 of the Overview and Scrutiny Procedure Rules.

COMMUNITY GOVERNANCE REVIEW OF BEXHILL – FINAL RECOMMENDATIONS AND MINORITY REPORT

Cabinet received and considered Minute OSC17/32 arising from the meeting of the Overview and Scrutiny Committee (OSC) held on 27 November 2017, the comprehensive background report that detailed the outcome and the analysis of the Community Governance Review (CGR) consultation results and the Minority Report received from Councillors Clark, Earl and Mrs Prochak.

The four options that were consulted on during the CGR were:

- i) Option 1: no change.
- ii) Option 2: the creation of one parish council for the whole of Bexhill (to be styled as a town council).
- iii) Option 3: the creation of an Area Committee for Bexhill.
- iv) Option 4: the creation of four parish councils – North, East, South and West Bexhill, based on the current (May 2017) East Sussex County Council Divisional boundaries.

The CGR Steering Group had recommended that all four options be put forward to Cabinet and full Council to enable a full and thorough debate without any steer or influence from the OSC or Cabinet. The OSC had endorsed this recommendation.

Members noted that the cost of the town council option could not be precisely stated as there were a variety of services that a third tier of local government could offer. The key factor would be what services the proposed option would provide.

Cabinet agreed that all four options be put forward to full Council at its meeting on 18 December 2017; it was considered essential that the possible creation of an additional tax raising body was debated by all Members of the Council. Members agreed that all options needed a full and thorough debate at Council before a decision was made.

Cabinet were reassured that all the relevant information was available on the Council's website and would be made available to all Members of the Council for the full Council meeting in December to assist the debate.

The Leader of the Council thanked the Chairman of the CGR Steering Group for his due diligence and hard work managing the Community Governance Review process.

RECOMMENDED: That the following four options be fully debated and for the final recommendation to be determined:

- i) Option 1: no change
- ii) Option 2: the creation of one parish council for the whole of Bexhill (to be styled as a town council)
- iii) Option 3: the creation of an Area Committee for Bexhill.
- iv) Option 4: the creation of four parish councils – North, East, South and West Bexhill, based on the current (May 2017) East Sussex County Council Divisional boundaries.

(The Leader had accepted the Minority Report onto the Agenda as an Additional Agenda Item (6.3) in order for the Cabinet to consider the Minority Report alongside the substantive report on this matter.)

CB17/45.
(7.1)

PROPERTY INVESTMENT PANEL – TERMS OF REFERENCE

In October 2017, Cabinet referred a recommendation to Council that an initial budget of £7M for acquisitions of investment properties be approved. If approved by Council at its meeting on 18 December, a Property Investment Panel (PIP) would be required to make recommendations to the Head of Paid Service of those properties to be acquired. The PIP would meet as required, when properties became available and its proposed decision making structure was appended to the report for Members consideration. Members considered the Terms of Reference and added an additional recommendation that detailed the five elected Members that would form the PIP.

To enable the Council to purchase investment properties in an efficient and timely manner, it was recommended that the Head of Paid Service be granted delegated authority to purchase investment properties following approval of the PIP.

To ensure that the Council remained within its existing powers available when generating income from investment in property, advice had been sought from the Council's Treasury Advisors, Capita Asset Services and external legal advisors Bevan Brittan. It had been advised that the Council could rely on its investment powers under section 12 - Local Government Act 2003, that allowed authorities to invest both for treasury management purposes (including investment of Council funds), and for any purpose relevant to its function. Investment powers would be used on the strength of financial return irrespective of location and would be the most relevant for the Council's purposes.

The initial investment from Council reserves of £7M was proportionate to the other investments that the Council had made. It was noted that this kind of investment was a long term investment and not part of the management of day to day cash flow of the Council. Members noted that the monitoring of the investments would be performed by the Audit and Standards Committee and that it would also consider the report, in particular the governance and risk management arrangements, at its meeting on 11 December.

Should further investment beyond £7M be required, it was likely that the Council would need to borrow money and establish a separate company to undertake further investment.

RECOMMENDED: That the:

- 1) Terms of Reference for the Property Investment Panel as submitted at Appendix 1 be approved;
- 2) Head of Paid Service be granted delegated authority to purchase the investment properties, following approval of the Property

Investment Panel, within the overall Commercial Property Investment Strategy parameters; and

- 3) Panel to comprise the following five elected Members: the Portfolio Holder for Finance Resources and Value for Money and Councillors Curtis, Hollidge, Kentfield and Kenward.

CB17/46.
(7.2)

DEVELOPMENT OF SPORTS AND RECREATION FACILITIES AT SIDLEY RECREATION GROUND, BEXHILL

Cabinet received and gave consideration to the report of the Executive Director of Business Operations on the development of sports and recreation facilities at Sidley recreation ground. The current skate facility at Bexhill Leisure Centre was coming to the end of its serviceable life and the development of the former Bexhill High School site, where the facility was currently located, was unlikely to have sufficient space to accommodate an improved skate park facility.

Members gave consideration to the construction of a new skate facility at the Sidley Recreation Ground, alongside the construction of a multi-use games area (MUGA) and improvements to the BMX track at this location. The location was accessible to a large catchment of children and young people and had available space to accommodate a much improved replacement skate facility.

It was proposed that the facility would be designed by experienced specialists, with input from skate park users, and would take into account any potential acoustic impact of the facility. Planning permission would be sought prior to the award of any contract to ensure that the skate park was safe for users and did not have adverse effects on those residing in the surrounding areas. It was noted that a budget of a minimum £150,000 would be required to provide a facility of suitable size and quality, including an acoustic survey. Officers would seek to secure funding from organisations such as Heart of Sidley and Sports England to supplement Council funding. Members noted that grant funding was not guaranteed but the approval of Council's support for the project would assist any application made.

At present there was not a MUGA facility in Bexhill. It was therefore proposed that an all-weather surface facility be provided at Sidley Recreation Ground to create a cluster of complementary facilities to promote active, healthy lifestyles. It was proposed that the MUGA and path to link it to the skate park and the existing access to Canada Way would be funded through the Section 106 agreement with Bovis where specific allowance of £99,970 had been made for outdoor play and recreation facilities for children and young people; this would be funded through capital receipts until the such time as the full funding was received.

In 2013, the Council had granted a 25 year lease for a BMX track in the area to Bexhill Burners BMX Club (BBBC), however, capacity and finance issues and changes in the club's committee had hindered the

management of the facility. The Club had however continued to raise funds and run weekly sessions with a qualified coach.

It was noted that a Community Interest Company (CIC), that would absorb the BBBC, was in the process of being set up with a view to entering a partnership arrangement with the Council. The CIC would be responsible for specified track maintenance tasks and the development of its community use. The CIC had links with The Source in Hastings and had a business plan for the on-going operation of the track subject to planned improvements. In the longer term, the CIC could also be involved in the operation of the MUGA and the Skate Park.

Members considered that this project would be a flagship initiative for the wider area and it was anticipated that the improvements to the facilities at Sidley Recreation Ground could, in future, attract money from external funders and these would be investigated by officers in conjunction with the CIC.

RECOMMENDED: That the 2017/18 Capital Programme be increased by £300,000, to meet the costs of creating a new skate park and Multi Use Games Area (MUGA), subject to planning permission and improved BMX facilities at Sidley Recreation Ground, £99,970 of which was expected to be later reimbursed through S106 contributions, capital receipts and other financial contributions through grant applications/donations.

AND

***RESOLVED:** That the Council enter into a partnership agreement with the new Community Interest Company incorporating Bexhill Burner BMX Club for the on-going management, maintenance and improvement of the BMX track at Sidley Recreation Ground, with potential to extend management of the new skate park and Multi Use Games Area.

****The RESOLVED part of this minute is subject to the call-in procedure under Rule 16 of the Overview and Scrutiny Procedure Rules.**

Prior to discussion of the next item, Cabinet was informed by the Portfolio Holder for Sport and Leisure that Manor Gardens, which was currently maintained through a grounds maintenance contract with idverde, had won the British Association of Landscape Industries Principal Award. Members thanked both officers and those responsible for maintaining the gardens for their hard work and congratulated them on the award.

CB17/47.
(8.2)

LOCAL COUNCIL TAX REDUCTION SCHEME 2018/19

Each year, the Council was required to formally adopt and review a Local Council Tax Reduction Scheme by 31 January to commence on the 1 April of that year.

No changes were proposed for the 2018/19 scheme except for some minor amendments to take into account legislative changes and

amendments to certain rates in line with Government increases and Housing Benefit administration. Whilst these changes were not considered a scheme change, it was necessary to report the changes and provide a copy of the scheme to Members to enable the Council to resist any potential challenge. With the exception of amending rates, Members noted that it was not necessary to undertake a full consultation exercise. All major preceptors had been consulted and no objections had been received.

Members noted that the 2017/18 scheme had delivered additional income for the Council and precepting bodies, and it had not had a significant impact on the overall council tax collection rates. However, it was noted that collection activity had been bolstered by additional resources, part funded by preceptors.

Due to the continued decline in Government funding, a new scheme would be developed for 2019/20 with an emphasis on identifying proposals that reduced the administration and complexity of the system.

Cabinet was supportive of the scheme and noted that officers would be monitoring spend reflecting the forecast in the calculation of the 2018/19 taxbase.

RECOMMENDED: That the:

- 1) Council Tax Reduction Scheme currently in place for 2017/18 be continued for 2018/19; and
- 2) Executive Director of Resources be authorised to make minor textual amendments and uprate premiums and living allowances when they are amended by the Government.

CB17/48.
(8.3)

PROVISIONAL REVENUE BUDGET AND CAPITAL PROGRAMME MONITORING QUARTER 2 2017/18

Members received and considered the report of the Executive Director of Resources on the Provisional Revenue Budget and Capital Programme Monitoring Quarter 2 2017/18. The report contained details of the significant variations of the Revenue Budget and updated Capital Programme (Appendices A and B respectively to the report).

Overall it was expected there would be an underspend on services of £0.332m. This was attributed to underspends/savings on private sector housing, Bexhill Promenade and Foreshore, partnership working, external audit fees, communications (telephone), staff costs, interest from investments and welfare grants. An additional £43,000 of income had been received in respect of the Homelessness Reduction Act.

It was noted that increases in costs in relation to collection of Council Tax and Business rates included £15,000 of additional postage costs due to the volume of post being sent and £86,000 provision for bad

debt; more provision was required due to increases in precepts from all authorities, East Sussex County Council, Rother District Council, Sussex Police and East Sussex Fire and Rescue.

The council tax collection rate as at 30 September 2017 was comparable to previous years and the total collectable was currently above the original estimate and a surplus of £603,000 was anticipated by the end of year.

Whilst collection performance of Business Rates was comparable to previous years, it was anticipated that there would be an end of year deficit of £335,000. This was attributed to settlements for appeals, particularly in relation to doctor's surgeries, as well as higher amounts of relief given to small businesses.

The Capital Programme had been updated in-line with the Medium Term Financial Strategy 2018/19 to 2022/23, but did not include the Council's approved £7M (Minute CB17/45) property investment fund. This was due to the potential impact of the Government's consultation regarding legislation changes for local authority property investments scheduled to conclude by the end of December. The estimated outturn for the Capital Programme was appended to the report as Appendix A.

Work continued to resolve the outstanding issues regarding the former Bexhill High School site land swap with East Sussex County Council. Estimated spend on Disabled Facilities Grants was £1.07m compared to £1.385m approved budget; the balance of funds would be transferred to earmarked reserves. Part of the expenditure for the new Enterprise Resource Planning System would slip into the next financial year. The project was scheduled to be launched on 1 April 2018 however it was anticipated that work would continue into 2018/19 to ensure that the Council was maximising functionality of the system. The Corporate Document Image Processing System and outsourced post room contract were scheduled to be launched and operational by end of the year. Members noted that some or all project spend on the Rother 2020 ICT investment scheme, Bexhill Leisure Centre and IT SAN replacement would continue into 2018/19.

RECOMMENDED: That the revised Capital Programme as set out in Appendix B to the report be approved.

PART II – EXECUTIVE DECISIONS – subject to the call-in procedure under Rule 16 of the Overview and Scrutiny Procedure Rules by no later than 4:00pm on 13 December 2017.

CB17/49. **COUNCIL CHAMBER AUDIO/VISUAL EQUIPMENT UPGRADE**
(6.2)

Cabinet received and considered Minute OSC17/40 arising from the meeting of the Overview and Scrutiny Committee (OSC) held on 27 November 2017 which detailed what action should be taken following the initiation of the call-in procedure in respect of upgrade to the audio / visual equipment in the Council Chamber.

At its meeting on 6 November 2017, Cabinet had agreed that Options 1 and 2 be supported but not Option 3; it was considered that the cost of the option versus benefit was not justifiable.

The decision had subsequently been called-in by the Overview and Scrutiny Committee and considered at its meeting on 27 November. A copy of the report and Minute arising from this meeting had been circulated to Members of Cabinet for their reconsideration.

The Scrutiny Committee had requested that Cabinet reconsider its previous decision for the following reasons:

- the Overview and Scrutiny Committee (OSC) had considered this matter on 16 October and recommended all three options, as follows: Option 1 – Conference and Audio System (microphones); Option 2 – Presentation Equipment (projector and screens); and Option 3 – Fixed cameras for the videoing of meetings (without live webcasting);
- videoing would give the Council control over video footage of its meetings;
- installing all three options at the same time would provide economies of scale and ensure technical capability;
- funding had been allocated in the 2020 programme; and
- it was disappointing to note that Cabinet had not approved Option 3 on the grounds of potential pressure to webcast meetings at an additional cost of £12,000 per annum, which was not even supported by OSC.

Cabinet reconsidered the matter and although Members appreciated that video recordings of meetings could be manipulated by members of the public, resulting in Councillors being misrepresented, Members considered the additional cost of £14,000 for installation of the videoing equipment was too high in light of budget constraints; Members did however request that this matter be kept under review and added on in future if necessary.

RESOLVED: That Options 1: Conference and Audio System Upgrade (microphones) and 2: Presentation Equipment System Upgrade be purchased and installed for the Council Chamber.

(This executive decision is not subject to call-in procedure under Rule 16 of the Overview and Scrutiny Procedure Rules as it has already been subject to the call-in procedure.)

CB17/50.
(7.3)

CEMETERY LODGE, BEXHILL

Cabinet received and considered the report of the Executive Director of Business Operations on Cemetery Lodge. The property was located at the entrance to Bexhill Cemetery and was currently vacant. It had originally been constructed as a three-bedroom house, however over time changes had been made to the property and it had been used over the years by the Council and other local organisations as office

and storage space. As the lodge had been empty for a while it had become a fire and safety risk and monitoring and management of the property placing additional pressure on police, fire and the Council.

In 2010, the site had been identified under The East Sussex Local Investment Plan for redevelopment as a specialist affordable housing scheme for adults with learning disabilities. However, this had not progressed due to location concerns and lack of support. The site had since been recommended for an options appraisal following the site being identified under the Asset Management Plan Corporate Project as a site with development potential. A number of options were available for the development of the site and the report provided Members with details of a potential community-led housing scheme that would respond to the local community housing need.

Rother District Council had been allocated funds from the Community Housing Fund (CHF) by central government in 2016 to grow the community-led housing sector as an additional mechanism to increase the supply of affordable housing; a community-led scheme at Cemetery Lodge was an opportunity for the Council to use its assets proactively to increase housing delivery to meet housing need in the community.

In July, Members had approved a proposal for the spending of the CHF to include the development of the Sussex Community Housing Hub by Action in Rural Sussex (AiRS) which aimed to develop the sector and deliver a minimum of 45 dwellings through three/four community-led housing schemes. AiRS was keen to pursue the development of Cemetery Lodge as a community-led scheme and had requested the time to establish interest in a feasible scheme. Therefore an 18 month timeframe was proposed.

In order to further enhance the available plot in terms of accessibility and size, the report detailed a proposal for the moving of the cemetery entrance as the current shared access was problematic. Should Planning permission be granted, the cost of work for a new entrance would be approximately £30,000. Further authority was sought for the demolition of Cemetery Lodge should the development plan require it; the cost of demolition of the site was estimated in the region of £15,000.

Cabinet was supportive of community-led housing schemes but wanted to ensure that Cemetery Lodge was the correct location for such a scheme. It considered that, in order to decide the best approach for the premises, Cabinet Members should visit Cemetery Lodge to see the land, structure and the proposed new access area for themselves.

Members appreciated that the Council needed to bring the site/ land back into use and considered that a prompt site visit would facilitate the decision making process. Cabinet therefore deferred a decision pending a site visit to the location.

RESOLVED: That a decision on the development of the Cemetery Lodge be deferred to enable Cabinet Members to visit the site.

FEES AND CHARGES 2018/19

Cabinet gave consideration to the report of the Executive Director of Business Operations that detailed the latest review of the Council's fees and charges for 2018/19 and the proposed recommended increases. Fees and charges were reviewed each year taking into account the increased need to recover the total cost of the services provided and the cost of inflation, assumed at 3%. The anticipated income from these charges was built into the draft Revenue Budget for 2018/19.

The following points were highlighted and comments noted:

- a) **Parks Activities – Sports Pitches (Appendix 1):** The Council's annual cost to provide these facilities through the Grounds Maintenance Contract, contractor cleaning charges and utilities were subject to inflation increases, therefore a 3% increase was recommended.
- b) **Park Activities Special Event Hirings (Appendix 1):** The number of events being held on public land was increasing and the administration requirement had increased with more onerous responsibility to ensure events had appropriate safety measures, insurance and risk assessments. It was therefore recommended that fees for events, with the exception of large multi-day (over 5 days) rise by 5% to cover the increases in inflation and administration.
- c) **Park Activities – Allotments (Appendix 1):** The Council now only operated two allotment sites (Preston Road and Sidley) and a single plot in Pett). Uptake on these sites had increased and it was hoped that there would be an increased appetite for devolvment. Therefore no increase in charges were recommended to improve the prospect of the Council devolving these remaining allotment sites.
- d) **Cemetery Fees (Appendix 2):** Take up of the service in recent years had reduced, with costs identified as one of the potential contributory factors. Therefore to assist in protecting income provided by interments and exclusive rights of burial, it was recommended that the fees should not be increased. It was further recommended that the fees for cemetery services carried out by contractors, were increased by 3% in line with the uplift costs of the grounds maintenance contract.
- e) **Beach Activities (Appendix 3):** This was a non-statutory service and income made from the service could be used to cover costs of other services. The increase in the number of beach hut sites, the additional transfer charges and the changes in the management of beach huts had resulted in an additional yearly income of £17,000. As beach huts remained in high demand, it was recommended that the fees be increased by inflation at 3% for 2018/19. Members considered that as the Council was no longer liable for the non-domestic rates on beach huts, with the liability being transferred to

the beach hut owners, that the charges should remain the same for 2018/19.

- f) **Car Parking (Appendix 4):** The Council was working on a proposal from East Sussex County Council to bring in Civil Parking Enforcement (CPE). The terms of reference of the task and finish group included a review of the impact of CPE on off-street car parking in the District. Therefore, it was recommended that the car park charges remain broadly unchanged until the process was complete.

Following increases in permit charges over the last five years of 10% plus RPIX, the permit charges now offered value for money for users and a fair contribution towards the cost of providing the service, therefore no increase in fees was recommended. However, in order to encourage use of the under-utilised car parks at Little Common and Wainwright Road, a reduction in the fee for permits to £175 and £125 respectively was recommended. In addition, it was also recommended that a concession of 45 minutes free parking at Little Common car park, twice a day during term time was granted to assist with the reduction of congestion at school pick-up and drop-off times.

- g) **Bulky Waste Collection (Appendix 5):** In view of the incidences of fly-tipping it was recommended that the charges remain the same. Members noted that the appendix detailing these charges would be amended to reflect no increase in charges.
- h) **Garden Waste Collections:** The charge for garden waste had been set in December 2015 at £35 until July 2019.
- i) **Scrap Metal Dealers Act 2013 (Appendix 6):** An increase detailed in the appendix to the report was recommended.
- j) **Food Hygiene Rating Scheme (FHRS) (Appendix 7):** The Food Standards Authority now allowed Councils to charge if a food business requested a revisit to re-score their premises under the FHRS. Previously requests for revisits could only be made after three months and the Council was not permitted to charge. As a revisit to rate a premises under the FHRS was not a statutory duty, it was recommended that a scale of fees was introduced.
- k) **Health Certificates (for food exported outside the EU) (Appendix 8):** Food exported to countries outside the EU currently requires a health certificate. As certification requests were not a statutory service, it was recommended that the scale of fees was introduced.

Cabinet was satisfied that the increases put forward were not considered to be excessive. Members were mindful that to maintain income, a balance had to be struck between covering costs and retaining custom.

RESOLVED: That the:

- 1) charges shown in Appendices 1-6 as amended be approved and brought into effect for 1 April 2018;
- 2) charges in Appendix 7 and 8 be brought into effect from 1 January 2018; and
- 3) concession of 45 minutes twice a day at school run times, at term time and at times to be agreed with the school, be introduced at Little Common car park (times to be agreed with the school).

CB17/52.
(8.4)

LOCAL GOVERNMENT ASSOCIATION – CORPORATE PEER REVIEW CHALLENGE

Cabinet received and considered the report of the Executive Director of Resources on the Local Government Association (LGA) Corporate Peer Review Challenge.

Peer challenges were managed and delivered by the sector, for the sector, and were improvement focused. The report detailed the scope and outcome of the Peer Review that was held from Tuesday 18 July to Thursday 20 July 2017.

The scope of the review was agreed and tailored to reflect local needs and specific requirements and featured core components such as leadership, governance, corporate capacity and financial resilience. In addition, the peer team were asked to look at the Rother 2020 Programme which formed the basis of the Council's agreed Sustainability and Efficiency Plan and answer some specific questions.

The LGA feedback report was appended to the report for Members' consideration; the headline messages from the review were:

- The Council had a sound financial position, stable services, and had identified the need to make changes in the way it worked.
- Members and staff were committed to the district.
- Not to let caution temper ambition.
- Harness the talent in the organisation.
- Remember residents in everything the Council does.

Key recommendations were made and these were detailed as:

- Prioritise the Council's focus on income generation and IT projects.
- Be clear about what the Council wants to achieve from other strands of Rother 2020.
- Use financial strength to invest in resources to deliver.
- Support all Members to become more strategic.
- Develop the effectiveness of Scrutiny.
- Take opportunities to look beyond East Sussex for inspiration and innovation.
- Account for risk rather than avoid it.
- Improve staff communications.

RESOLVED: That the:

- 1) report of the peer challenge review team as submitted be noted;
and
- 2) comments made by officers in relation to the key recommendations
be noted.

PART III - URGENT DECISIONS - The Chairman of Council had agreed that the following decision was urgent in accordance with Paragraph 17 of the Overview and Scrutiny Procedure Rules contained in Part 4 of the Council's Constitution. The call-in procedure does not therefore apply to this decision.

CB17/53. **PARLIAMENTARY REVIEW 2018 – REVISED PROPOSAL**
(8.1)

Cabinet received and considered the report of the Executive Director of Resources which detailed the Boundary Commission for England (BCE) review of the boundaries of all the Parliamentary constituencies which was being carried out in accordance with the Parliamentary Voting System and Constituencies Act 2011. The Act involved a significant reduction in the number of Constituencies in England (from 533 to 501) resulting in the South East reducing by one, to 83.

Following two consultations, the initial proposals - which the Council responded to in December 2016 and a further one on the comments received to the initial consultation. The BCE had now completed the next stage and had published revised proposals; the deadline for responses was Monday 11 December. Members noted that the fifth and final stage of the process would be the development and publication of the final report and recommendations; this was expected in September 2018.

The revised proposals included some remodelling of the Bexhill and Battle County Constituency (CC) with less change to the current position with Darwell, Ewhurst and Sedlescombe, and Rother Levels coming back in, all of Hailsham being removed and Horam added to the CC. In addition, the proposal to create a High Weald CC had also been remodelled to form Mid Kent and Ticehurst CC. This would pull in wards from Ashford, Maidstone, Tunbridge Wells Borough Councils, together with Ticehurst and Etchingham.

Members had been invited for their responses and comments had been received from both Darwell Ward Councillors and their comments had been included in the Council's proposed response.

Each constituency needed to have an electorate of between 71,031 and 78,507 and any changes to the proposed constituencies needed to fall in this margin. The report detailed possible alternative solutions for Ticehurst and Etchingham including moving it back into the Bexhill and Battle constituency, moving Horam to Lewes and Uckfield CC and moving East Dean into Eastbourne constituency; or to bring it into the Tunbridge Wells and Crowborough Ward.

However, due to issues around connectivity, health and clinical commissioning and different high school systems, Members

recommended that the Council's response be amended to request that Ticehurst and Etchingham ward be moved back into the Bexhill and Battle CC, that Horam remain within the Bexhill and Battle CC and the Rother Levels ward be transferred to the Hastings and Rye constituency. These changes would fall within the parameters set in relation to the numbers of electorate.

RESOLVED: That the draft response attached at Appendix B to the report be amended and submitted as the Council's response to the Boundary Commission for England's consultation on Parliamentary Boundary changes.

The Chairman of Council had agreed that this decision could be taken as an urgent decision to enable the Council's response to the Consultation by the deadline of 11 December 2017.

CHAIRMAN

The meeting closed at 12:50pm

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PARKS ACTIVITIES

Unless stated all charges include VAT @ 20%

Sports Bookings

	Current Charges per Booking (2017/2018)			Proposed Charges per Booking (2018/2019)		
	Adult (over 16)	Youth (12 – 16)	Under 12's	Adult (over 18)	Youth (12 – 18)	Under 12's
Football	£75.00	£16.75	£12.75	£77.00	£17.00	£13.00
	Adult (Over 16)	Colts		Adult (Over 18)	Colts	
Cricket	£75.00	£16.75		£77.00	£17.00	

		Current Charges (2017/2018)	Proposed Charges (2018/2019)
Stoolball	Casual Games	£25.50	£26.00
Additional Charges	Showers	£26.50	£27.00
	Closed Gate	£44.00	£45.00
	Cancellation (pitch fees)	£21.50	£22.00

Events and Fairs

		Current Charges (2017/2018)	Proposed Charges (2017/2018)
Commercial Event – Small	Per Day	£105.00	£110.00
Commercial Event – Med	Per Day	£315.00	£330.00
Commercial Event – Large	Per Day 1 – 4	£590.00	£620.00
	Per Day 5 +	£477.00	£477.00
Charitable / Not for Profit Event – Small	Per Day	£57.50	£60.00
Charitable / Not for Profit - Medium	Per Day	£175.00	£185.00
Charitable / Not for Profit - Large	Per Day 1 – 4	£325.00	£340.00
	Per Day 5 + days	£270.00	£270.00
Damage Deposits	Small Events	£300.00	£315.00
	Medium Events	£500.00	£525.00
	Large Events	£1000.00	£1050.00

Allotment Gardens

		Current Charges (2017/2018)	Proposed Charges (2018/2019)
Small Plot	<125sqm	£48.50	£48.50
Large Plot	>125sqm	£91.50	£91.50

CEMETERY CHARGES

	Current Charges (2017/2018)	Proposed Charges (2018/2019)
INTERMENTS – For the burial of:		
The body of a child up to 18 years old	£0	£0
The body of a person whose age at the time of death exceeded 18 years. At 1.52m (5') deep	£950.00	£950.00
Each additional 0.61m (2') depth	£380.00	£380.00
Cremated remains - interment	£260.00	£260.00
EXCLUSIVE RIGHTS – For the Exclusive Right of Burial at the time of interment, for 50 years, including the preparation of the Deed of Grant		
Full size plot (2.74m x 1.22m)	£950.00	£950.00
Small size plots (1.37m x 0.61m)	£470.00	£470.00
Garden of Remembrance at Rye (0.69m x 0.61m)	£270.00	£270.00
Plot Reservation for 5 year period		
Full size plot (2.74m x 1.22m)	£240.00	£240.00
Small size plots (1.37m x 0.61m)	£120.00	£120.00
Garden of Remembrance at Rye (0.69m x 0.61m)	£70.00	£70.00
OTHER CHARGES		
Use of Chapel	£190.00	£190.00
Transfer of burial rights	£120.00	£120.00
Search fee – 10 years to present	No Charge	No Charge
Search fee – before 10 years	£120.00	£120.00
d) Disinterring: Double appropriate re-opening fees, plus any additional charges to be determined by the proper officer according to the circumstances.		

Cemetery Charges

The whole of the foregoing fees and charges will be doubled in the case of any person who at the time of death was not a Council Tax payer or resident of the Rother District and has not so resided at any time during the twelve months preceding his or her death.

Cemetery Charges – continued

	Charges (2017/2018)	Proposed Charges (2018/2019)
GROUNDWORK – maintenance and planting in respect of Bexhill Cemetery only		
Lawn Sections		
Twice yearly planting with bedding plants	£148.00	£153.00
For Exclusive Burial Rights	£1,999.00	£2,060.00
Traditional Sections		
Turfing of a grave space	£169.00	£174.00
Maintenance with twice yearly planting per annum	£448.00	£461.00
MEMORIALS		
Permission to erect a memorial – (Cemeteries Only)	£120.00	£120.00
Permission to insert an additional inscription – (Cemeteries Only)	£49.00	£49.00
Commemorative BENCHES AND TREES		
Commemorative Benches		
10 year scheme, including installation, plaque and 10 year maintenance.	£671.00	£691.00
Cost of bench to be in addition - selection of four benches provided at current cost plus 5% charge.	On request	On request
Replacement / Additional Plaque for bench (not including inscription)	-	-
Replacement / Additional Plaque for bench, including inscription - maximum of four lines of text	£151.00	£155.00
Commemorative Trees		
Planting of a commemorative tree, including ground preparation, soil nourishment, stabilisation and protection of the sapling. Cost price plus 5% charge (not including tree)	£216.25	£222.00
A selection of trees and shrubs are available for planting, cost for the supply of the tree will be provided at time of request, current cost plus 5% charge	On Request	On Request
Plaque – including up to four lines of inscription	£62.25	£64.00
Installation and Plaque Mount for commemorative tree	£182.00	£187.00
Additional line of engraving on plaque	£7.00	£7.25
FOR INSCRIPTIONS IN THE BOOK OF REMEMBRANCE		
Up to five-line entry	£248.00	£255.00
Standard Embellishments (Extra)	£377.50	£388.50

BEACH AND FORESHORE

Unless stated all charges include VAT @ 20%

	Charges 2017/2018	Proposed Charges 2018/2019
Beach Hut Site Licenses – Annual East/West Parade	£500.00	£500.00
Glyne Gap	£500.00	£500.00
Beach Hut Site Licenses – Seasonal Tent Sites, 6 months only	£348.00	£348.00
Beach Hut Site Transfer Fees	£1500 or 10% of sale price (whichever is highest)	£1575 or 10% of sale price (whichever is highest)
Foreshore Licenses Boat Sites	£67.75	£67.75
Winches	£34.00	£34.00
Equipment Boxes	£34.00	£34.00
Sailing & Angling Boats	£45.00	£45.00
Commercial fishing sites	£338.75	£338.75

CAR PARK PERMITS

Unless stated all charges include VAT @ 20%

	Charges 2017/2018	Proposed Charges 2018/2019
Annual Permit – All Car Parks	£815.00	£815.00
Half Yearly Permit – All Car Parks	£498.50	£498.50
Nominated Permit – Single Named Car Park	£498.50	£498.50
Wainwright Road	£234.50	£125.00
Gibbets Marsh	£321.50	£321.50
Little Common	£498.50	£175.00
Gun Gardens – Rye	£1090.00	£1090.00
Western Road – Bexhill	£715.00	£715.00
The Strand – Rye	£655.00	£655.00

All other current car park tariffs, including pay and display charges are available online at; www.rother.gov.uk/carparks

WASTE CHARGES

Unless stated all charges include VAT @ 20%

Bulky Waste Charges

	Charges 2017/2018	Proposed Charges 2018/2019
Up to 3 items	£35.00	£35.00
4 – 6 items	£68.00	£68.00
7 – 9 items	£100.00	£100.00
Additional items above, per 3 items	£35.00	£35.00

SCRAP METAL DEALER ACT CHARGES

Unless stated all charges include VAT @ 20%

	Current Charge 2017/2018	Proposed Charge 2018/2019
New Application	£460.00	£470.00
Renewal	£360.00	£370.00
Variation	£55.00	£55.00

Food Hygiene Rating Scheme (FHRS)

Unless stated all charges include VAT @ 20%

	Current Charge 2017/2018	Proposed Charge 2017/2018 From 01/01/18
First request for an inspection for FHRS scoring within 3 months of planned inspection	N/A	£150.00
Further request for an inspection for FHRS scoring within 3 months of planned inspection	N/A	£200.00
First request for an inspection for FHRS scoring after 3 months of planned inspection	N/A	Free
Further request for an inspection for FHRS scoring after 3 months of planned inspection	N/A	£200.00

Health Certificates (for food exported outside the EU)

Unless stated all charges include VAT @ 20%

	Current Charge 2016/2017	Proposed Charge 2017/2018 From 01/01/2018
First certificate issued	N/A	£65.00
Subsequent certificates issued on the same working day (same batch)	N/A	£20.00 each