



**Rochford District
Council**

INDEX

1999

January - December

Minute Index for 1999

| Title | Minute Number |
|--|------------------------|
| 146 – 200 Rochford Garden Way | 156 |
| 172 – 174 Rochford Garden Way | 364 |
| 1999 Housing Investment Programme | 217 |
| 54 West Street | 177 |
| 57 South Street, Rochford | 221, 360 |
| A130 Proposals | 112, 309, 313 |
| Advisors from Rayleigh Association of Voluntary Services | 349 |
| AEC Steering Committee on Economic Development District Membership | 31 |
| Animal Welfare Licences | 88, 223 |
| Anti Fraud Policy | 119 |
| Appointment of Chairman's Chaplain | 168 |
| Appointment of Council's Spokesperson | 239 |
| Appointment of Members to Outside Bodies and Organisations | 242, 324 |
| Arts Strategy | 92 |
| Audit Issues | 118, 268 |
| Aylesford Newsprint | 308 |
| Beacon Status Initiative | 267 |
| Benefit, Council Tax, National Non-Domestic Rates and Debtors – Write Offs | 50, 240, 408 |
| Best Value | 82, 120, 380, 398, 399 |
| Better Allocation of Resources for District Councils | 321 |
| Blatches Farm | 243, 278, 403, 468, |
| Breach of Planning Control at 181 Greensward Lane, Hockley, Essex | 344 |
| Breach of Planning Control at Brick House, Stambridge Road, Great Stambridge | 426 |
| Breach of Planning Control at Firways Garden Centre, Hullbridge Road, Rayleigh | 494 |
| Breach of Planning Control at Highlands Farm, off Beaches Road, Watery Lane, Rawreth | 345 |
| Breach of Planning Control on Land at Corner of Verlander Drive/Tenders Avenue | 342 |
| Budget 1999/2000 | 6, 14, 39, 47 |
| Building Authority Charges - Regulations 1998 | 107 |
| Business Rates - Discretionary Rate Relief | 473 |
| Canewdon Traffic Study | 38 |
| Car Boot Sales | 33 |
| Car Parking Strategy | 442 |
| Care Home Provision Throughout Essex | 9, 292, 350 |
| Castle Point and Rochford Social Services Locality Panel Seminar | 353 |
| Chairman's Chain of Office | 476 |
| Committee Agenda and Minutes | 323 |
| Communications and Media Strategy | 400 |
| Community Facility – St Marks Field, Rochford | 322 |
| Contaminated Land | 448 |

Minute Index for 1999

| Title | Minute Number |
|---|----------------------|
| Contract Extension | 139 |
| Contract Standing Orders – Monitoring Report | 409 |
| Cost Awards: Planning Inquiries and Formal Hearings – Proposed Changes to Committee and Inquiry/Informal Hearing Procedures | 72, 155 |
| Countering Housing Benefit Fraud | 270, 271 |
| Crime and Disorder Reduction Strategy | 132 |
| Crucial Crew 1999 | 224 |
| DETR Consultation Report – Limiting Landfill | 446 |
| Disabled – Appointment of Member with Special Responsibility | 174 |
| Disabled Access and Legislation | 492 |
| Disabled Access Matters | 281 |
| Discussion Document – Rural England | 109 |
| Dispersed Alarm System – Carelines | 358 |
| Door Entry System – Consultation | 362 |
| Door Entry System – Shoebury Road, St Johns Road Flats, Great Wakering | 13 |
| Door Staff Registration Scheme | 89 |
| Downhall Road, Rayleigh – Proposed Variation to Existing Waiting Restrictions – Introduction to Limited Waiting Bays | 445 |
| Draft Corporate Plan | 397 |
| Draft County/District Waste Management Statement | 115 |
| Draft Essex Social Organisation Plan 1999 – 2004 | 320 |
| Draft Health Improvement Programme | 11 |
| East of England Local Government Conference | 404 |
| Election of the Chairman of the Council for 1999/2000 | 165 |
| Enhancing Local Democracy Steering Group | 406 |
| Essex Active Sport Partnership | 222 |
| Essex and Southend Waste Local Plan | 30, 273,498 |
| Essex Approach – Next Steps. Designing a 21 st Century County Council | 401 |
| Essex Local Transport Plan | 449 |
| Final Accounts 1998/99 | 330 |
| Financial Contribution Towards Tribunal Costs | 48 |
| First Stage Air Quality Review | 199 |
| Food Standards Agency | 90 |
| Glebe Close/Morrins Close | 361 |
| Great Wakering Landfill Site | 311 |
| Group Leaders Panel – Terms of Reference and Operation | 261 |
| Hawkehill Recycling Trial – Update | 447 |
| High Street Great Wakering – Proposed Variation, Waiting Restrictions | 37 |
| Highways Maintenance | 203 |
| Holocaust Remembrance Day | 477 |
| Home Energy Efficiency | 295 |
| Homelessness Decisions | 83 |
| House Condition Survey | 363 |
| Housing Benefit Fraud | 122, 123 |
| Housing Benefit Inspection | 188 |

Minute Index for 1999

| Title | Minute Number |
|--|--|
| Housing Capital Programme | 355 |
| Housing Corporation Approved Development Programme | 10 |
| Housing Investment Programme (HIP) | 294 |
| Housing revenue Account 1999/2000 | 16 |
| King George's Playing Field, Rayleigh | 140, 298 |
| Licensing of Houses in Multiple Occupation – Consultation | 218 |
| Liquor Licensing and Public Entertainment Licensing Hours | 357 |
| Local Authority Cultural Strategies – Consultation on Draft Guidance | 91 |
| Local Transport Plans | 111 |
| Locally Determined Programme 1999/2000 | 205 |
| Low Energy Lamps – Update | 87 |
| Magnolia Road Public Open Space | 106 |
| Meat Hygiene Service | 15 |
| Members Allowances 1999/2000 | 51 |
| Mental Health and Community NHS Trust | 293 |
| Mill Hall | 359 |
| Millennium Beacon Celebrations | 325 |
| Mobile Home Owners – Update | 85 |
| Modernising Agenda – Possible New Political Structure | 457 |
| Morrins Close/Glebe Close, Great Wakering | 93 |
| National Fraud Initiative 1998 | 62 |
| National Housing and Town Planning Council Conference 1998 | 128 |
| National Non Domestic Rating Discretionary Rate Relief | 52, 142, 474 |
| Out of Hours Call-out | 234 |
| Outside Bodies and Organisations | 173 |
| Partnership Arrangements – Transportation | 312 |
| Periodic Electoral Review | 402 |
| Petitions | 59, 110, 151, 214, 225, 257, 290 |
| Pets in Sheltered Accommodation | 12 |
| Playing Fields Safety Arrangements | 436 |
| Playspace Rolling Programme | 17, 296, 435 |
| Playspace Swimming Provision | 220 |
| Procedures for the Administration of Meetings and Support for Members | 458, 478 |
| Process Review – Housing Grants | 84 |
| Process Reviews – Progress Report | 121 |
| Public Conveniences | 18, 80, 138, 297 |
| Public Open Spaces | 187 |
| Rate Relief for Business in Rural Areas – Rural Settlement List | 141 |
| Rayleigh Town Centre Enhancements | 105 |
| Rayleigh Town Centre Notice Board | 407 |
| Rayleigh Town Centre Proposed Variation to Existing Waiting Restrictions | 201 |
| Rayleigh Town Centre: Traffic Survey Update/Junction Study | 202 |

Minute Index for 1999

| Title | Minute Number |
|--|----------------------|
| Rayleigh Town Council – Millennium Events | 331 |
| Rayleigh Traffic Regulation Order – District Consultation of 500 Residents | 200 |
| Recycling Banks at St John Fisher Playing Field, Rayleigh | 432 |
| Recycling Scheme to Provide Additional Water Resources for Essex and Suffolk Water | 219 |
| Rochford District Town Trials | 437 |
| Rochford River Survey 1997 – 1998 | 34, 70 |
| Rochford Town Centre Working Group | 108 |
| Royal Garden Party | 73 |
| SEEVIC College | 405, 487 |
| Setting the Council Tax Base 2000/2001 | 471 |
| Setting the Level of Council Tax 1999/2000 | 76 |
| Sheds on Caravan Sites | 86 |
| Single Work Focused Gateway – Presentation | 136, 236 |
| Site Visit to EDL (Operations), Ware, Hertfordshire | 427 |
| South East Essex Package | 204 |
| Southend Airport | 179, 444, 500 |
| Southend Hospital Trust | 299 |
| Special Education Needs – An Action Plan for Essex – Consultation Document | 354 |
| St Andrews and Roche Ward Community Development Worker | 434 |
| Stambndge Sewage Treatment Works | 423, 488, 499 |
| Strategic Planning Liaison Panel | 422 |
| Street Trading Consent Fees | 410 |
| Sustainability Conference | 40 |
| Swimming Scheme | 366 |
| Taxi Licensing Restriction on Plates | 375 |
| Taxi Rank – The Approach | 32 |
| Telecommunication Masts | 356 |
| Tender Returns – Playspaces Rolling Programme | 365 |
| Third Stage Air Quality Review | 472 |
| Time Capsule Discussions | 486 |
| Town & Country Financial Issues Group | 475 |
| Town and Country Financial Issues Group | 49 |
| Traffic Calming Scheme – Helena Road and Louise Road, Rayleigh | 35 |
| Report on Results of Post-Calming Consultation Exercise | |
| Travellers in Essex | 137, 215, 291, 433 |
| Treasury Management | 241 |
| Unauthorised Works to Preserve Tree at 61 Cheapside West, Rayleigh | 461 |
| Waste Contract Strategy Options | 501 |
| Waste Local Plan Enquiry | 489 |
| Waste Management Licence Consultation | 314 |
| Waste Management Seminar | 376 |
| Waste Strategy – Ecologika Draft reports | 274 |
| Waste Water Recycling Scheme | 284 |

Minute Index for 1999

| Title | Minute Number |
|---------------------------|--------------------------|
| Whistle Blowing Policy | 186 |
| Working Groups - Protocol | 421 |
| Zebra Crossings | 36 |



**Rochford District
Council**

ROCHFORD DISTRICT COUNCIL MINUTES

1999

August

ROCHFORD DISTRICT COUNCIL

Minutes of the Council

At an Extraordinary Meeting held on 4th August 1999. Present: Councillors D.R. Helson (Chairman), R. Adams, G.C. Angus, D.E. Barnes, P.A. Beckers C.I. Black, J.M. Dickson, D.F. Flack, Mrs. J.E. Ford, G. Fox, Mrs. J.M. Giles, J.E. Grey, Mrs. H.L.A. Glynn, Mrs. J. Hall, N. Harris, Mrs. E.M. Hart, Mrs. J. Helson, Mrs. A.R. Hutchings, V.D. Hutchings, C.C. Langlands, V.H. Leach, Mrs. S.J. Lemon, G.A. Mockford, C.R. Morgan, R.A. Pearson, Mrs. W.M. Stevenson, Mrs. M.S. Vince, R.E. Vingoe, Mrs. M.J. Webster, P.F.A. Webster, D.A. Weir and Mrs. M.A. Weir.

Apologies: Councillors R.S. Allen, B.R. Ayling, T.G. Cutmore, D.M. Ford, K.A. Gibbs, A. Hosking and P.D. Stebbing

338. MEMBERS' INTERESTS

Councillor C.I. Black and N. Harris each declared non pecuniary interests by virtue of family members holding membership of the leisure facility run by the Company mentioned in the report. Councillor C.R. Morgan declared a non pecuniary interest by virtue of supporting a football club sponsored by a Company mentioned in the report.

339. EXCLUSION OF THE PUBLIC AND PRESS

Resolved

That under Section 100(A)(4) of the Local Government Act 1972, the public and press 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 9 of Part 1 of Schedule 12A of the Act.

340. LEISURE SERVICE MANAGEMENT

Council considered the confidential report of the Chief Executive which sought Members' views on the way forward in connection with the Circa Leisure Contract. In noting the history to the contract, and the Contractors proposed future, Members were appraised of the background to, and the financial and legal aspects of the four possible ways forward for this Authority. Following a questions and answers session the meeting was adjourned at 9.40pm for half an hour to enable political groups to consider their preferred way forward.

After reconvening, a motion put by Councillor C.R. Morgan on behalf of the Labour Group, as detailed in the confidential appendix to these Minutes (Part a) was lost on a show of hands.

Pursuant to Standing Order 24(2) voting on a subsequent motion put by Councillor P.F.A. Webster, seconded by R.E. Vingoe and amended by Councillor Mrs. J. Helson and V.H. Leach was recorded as follows.

(i) Recommendation 1(i) as set out in the confidential Appendix (Part b)

For (22)

Councillors R. Adams, D.E. Barnes, P.A. Beckers, C.I. Black, J.M. Dickson, Mrs. J.M. Giles, J.E. Grey, Mrs. H.L.A. Glynn, Mrs. J. Hall, D.R. Helson, Mrs. J. Helson, Mrs. A.R. Hutchings, V.D. Hutchings, C.C. Langlands, V.H. Leach, Mrs. A.J. Lemon, T. Livings, G.A. Mockford, R.A. Pearson, R.E. Vingoe, Mrs. M. Webster and P.F.A. Webster.

Against (6)

Councillors G.C. Angus, G. Fox, C.R. Morgan, Mrs. W.M. Stevenson, D.A. Weir, Mrs. M.A. Weir.

Abstain (4)

Councillors D.F. Flack, Mrs. J.E. Ford, N. Harris and Mrs. M.S. Vince.

(11) Recommendation 1(11) with additional Recommendation 2 as set out in the confidential Appendix.

For (19)

Councillors R. Adams, D.E. Barnes, P.A. Beckers, C.I. Black, Mrs J.M. Giles, J.E. Grey, Mrs. H.L.A. Glynn, Mrs. J. Hall, D.R. Helson, Mrs J. Helson, C.C. Langlands, V.G. Leach, Mrs. S.J. Lemon, T. Livings, G.A. Mockford, R.A. Pearson, R.E. Vingoe, Mrs M. Webster and P.F.A. Webster.

Against (11)

Councillors G.C. Angus, J.M. Dickson, D.F. Flack, Mrs. J.E. Ford, G. Fox, Mrs. A.R. Hutchings, V.D. Hutchings, C.R. Morgan, Mrs. W.M. Stevenson, Mrs. M.S. Vince and Mrs. M.A. Weir.

Abstain (1)

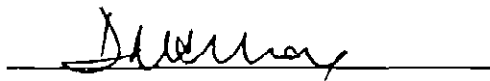
Councillor N. Harris.

Both were declared carried and it was

Resolved

That the Recommendations as outlined in the confidential Appendix (Part b) to these Minutes be agreed. (CEX)

The meeting closed at 11.15pm.



Chairman

Date: 19 October 1999

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ROCHFORD DISTRICT COUNCIL

Minutes of the Environmental Health Sub-Committee

At a Meeting held on 17th August 1999. Present: Councillors G.C. Angus, D.M. Ford, Mrs. J.E. Ford, K.A. Gibbs, J.E. Grey, V.H. Leach, Mrs. M.S. Vince and Mrs. M.J. Webster.

Apologies: Councillors B.R. Ayling, P.A. Beckers, A. Hosking and C.C. Langlands

Substitutes: Councillors Mrs. J.M. Giles and P.F.A. Webster.

Visiting: Councillors D.E. Barnes, Mrs. H.L.A. Glynn, Mrs. J. Helson and G.A. Mockford.

Advisor: Mrs. J.V. Rigby (Rochford Hundred Association of Local Councils)

71 APPOINTMENT OF CHAIRMAN FOR THE MEETING

In the absence of the Sub-Committee's Chairman, Councillor A. Hosking, it was **Resolved:** That Councillor V.H. Leach be appointed as Chairman for the Meeting.

72. MINUTES

The Minutes of the Meeting held on 16th July 1999 were approved as a correct record.

In reply to a Member question, it was confirmed that a press release stating that the District Council was appointing professional representation to support its case at the Waste Plan Inquiry had been issued. (Minute 70(1))

73. WASTE STRATEGY

The Sub-Committee considered the report of the Head of Housing, Health and Community Care which sought Members' views on the following issues:

- (i) The Ecologika draft reports concerning the achievement of a target of 60% recycling and composting in Essex and specific proposals for this District, which were referred to the Sub-Committee for consideration by Council on 27 July (Minute 329/99).
- (ii) A recommendation from the Consortium of Waste Collection Authorities Meeting on 27th July that each consortium District be recommended to put forward proposals to Essex County Council for a high diversion trial. Guidelines for the selection of trials were appended to the report.
- (iii) A request for funding from Essex County Council for the creation of a Market Development Programme Team and the appointment of consultants. A discussion paper on this issue presented at the last Meeting of the Consortium of Waste Collection of Authorities was appended.

Mr Keith Collins, from Ecologika, was present to answer Members' questions, and was welcomed to the Meeting by the Chairman.

During consideration of Ecologika's draft reports, Members examined in particular the proposals for carrying out a staged implementation of a three stream system which would include the following consecutive stages.

- (i) Weekly, kerbside, multi-material box collections.
- (ii) Fortnightly kerbside collection of garden/kitchen waste in wheeled bins,

- (iii) Eventually moving to weekly collection of all organic and putrescible materials, with fortnightly collection of the residual wastes.

It was suggested that, as part of the first stage, green waste could be included within the kerbside recycling programme, since this material would potentially be easier to recycle. It was recognised, however, that the cost implications would need to be examined, in view of the need to finalise the refuse collection contract by Christmas prior to its renewal in April 2001. A number of Members considered that a separate refuse bin, coloured green, should be issued to encourage kerbside recycling of green waste, the practicability of which could be determined on a trial basis. It was agreed that such a measure would demonstrate a commitment by the Council to achieving the 60% recycling target at the Waste Plan Inquiry. On a motion put by Councillor Mrs. J. Helson and seconded by Councillor Mrs. H.L.A. Glynn the Sub-Committee agreed to recommend acceptance in principle of Ecologika's reports, with the inclusion of green waste within stage one of the kerbside recycling programme subject to financial considerations. It was also agreed that the principles within the reports, together with the proposed measures for handling green waste, should be included in the future waste management contract, which could best be considered by a joint Meeting of the Compulsory Competitive Tendering Panel and Member Budget Monitoring Working Group.

The Sub-Committee considered the possibility of bidding for a high diversion trial, for which submissions were required by 24th September 1999. The guidelines for the selection of trials were noted, from which it was apparent that, for the County as a whole, two trials would be selected, one in an urban area and one in a rural area. On a Motion by Councillor Mrs. J. Helson and seconded by Councillor Mrs. H.L.A. Glynn, it was agreed to recommend that a bid should be submitted for a trial, to cover Rayleigh, subject to funding being made available by Essex County Council, together with other assistance which may be required.

It was noted that a trial of some of the proposed recycling measures, involving 1500 dwellings, was already taking place in Hawkwell and it was considered that the results would be highly significant in the determination of appropriate future policies. Members were informed that it was intended to seek residents' views on the trial by means of a questionnaire to be distributed in early October. Officers undertook to provide a draft copy of the questionnaire to the Group Leaders and to the Ward Members for consultation purposes prior to circulation. It was also intended to hold a public meeting, and the results from this and the questionnaire would be reported to Transportation and Environmental Services Committee on 18th November 1999.

RECOMMENDED

- (1) That Ecologika's draft reports be accepted in principle, with the inclusion of green waste within stage one of the Kerbside Recycling Programme subject to financial considerations.
- (2) That the reports' principles be incorporated into the Council's future Waste Management Contract, for detailed consideration at a joint Meeting of the Compulsory Competitive Tendering Panel and Member Budget Monitoring Working Group.
- (3) That in principle, subject to satisfactory financial and operational arrangements being agreed with Essex Council and other Local Authorities as necessary, the Council commits to achieve a minimum target of 40% recycling/composting of household waste by the end of 2004, and seeks to achieve a minimum recycling/composting target of 60% by 2007.

- (4) That a bid be submitted for a high diversion trial to take place in Rayleigh, subject to funding being made available from Essex County Council and such other assistance as may be required.
- (5) That the funding of a Market Development Programme be supported, including the allocation of £871 in the current Financial Year and inclusion of a bid for £3,485 in the estimates for 2000/2001.

EXCLUSION OF THE PUBLIC

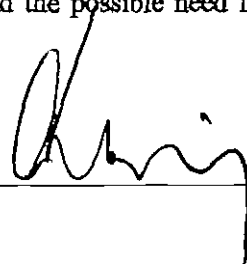
Resolved

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 8 of Part 1 of Schedule 12A of the Act.

74. WASTE STRATEGY - FINANCIAL IMPLICATIONS

The Sub-Committee received the confidential verbal report of the Head of Financial Services which examined the financial implications of the proposals within Ecologica's reports. Members drew attention to the considerable amount of time that was likely to be required to develop the strategy, and the possible need for one or more Officers to work exclusively on this issue.

The Meeting closed at 10.20pm



Chairman

Date

14th September 1999

Draftsubminsau17

ROCHFORD DISTRICT COUNCIL

Minutes of the Member Budget Monitoring Group

At a meeting held on 24th August 1999. Present: Councillors D E. Barnes (Chairman), V H Leach, R E. Vingo and P F.A Webster.

Apologies: Councillor C R. Morgan

Substitutes: Councillor Mrs W M Stevenson

Visiting: Councillor Mrs J Helson

28 MINUTES

The Minutes of the Meeting of 1st July 1999 were approved as a correct record.

Matters Arising

Minute 11 – Clements Hall Roof

It was noted that the £50,000 provision originally allocated for repair to the Clements Hall roof was now available for other schemes.

Minute 12 – Building Condition Survey

It was noted that survey work would be funded from balances.

Minute 15 – Acquisition of Portable Projection Equipment

It was noted that a report would be submitted to the next meeting of the Corporate Resources Sub-Committee. Proposals would include provision for equipment demonstrations.

Minutes 18 and 25 – Relating to land at Blatches Farm, Eastwood

Members recognised that the Budget Monitoring Group needed to remain mindful of any financial implications associated with proposals for the Blatches Farm site. Officers confirmed the detail of the next Blatches Farm meeting to be held on 14th September could be reported to the Monitoring Group at its meeting on 16th September 1999

29 LEISURE SERVICES – BUDGET

The group considered the report of the Head of Financial Services which dealt with Leisure Contract renewal, Mill Hall works and the former Sports and Social Club building at the Mill Hall Site

Leisure Contract

The Corporate Director (Finance and External Services) advised that the current Leisure Contractor had indicated acceptance, in principle, of the proposals established at the Extraordinary Meeting of Council held on 4th August 1999

Mill Hall

In responding to Member questions, the Corporate Director (Finance and External Services) confirmed that the Group would be advised of any likely variances to the

proposed programme of works at Mill Hall External works would commence once work to the former Sports and Social Club building had been concluded.

Former Sports and Social Club Building

A Member commented that it would be preferable to avoid reference to the Town Centre Fund as Town Centre works had been concluded The Corporate Director (Finance & External Services) indicated that it was intended to provide a full report on the building to the next meeting of the Group, pending consultation with the Council's leisure contractor

Given the financial pressures faced by the Council, the Group concurred with the Chairman that, at this stage, officers should be able to include all possible options in discussions with the leisure contractor It was clear from previous debate that the Council would wish to achieve provision of a meeting room, a large area for community type facilities and a youth facility area within building proposals. A Member commented that any building proposals would need to be subjected to the Council's tendering procedures.

RECOMMENDED

That Officers include all possible options during initial discussions with the current leisure contractor about the former Sports and Social Club building (HFS)

30. MILL HALL – MECHANICAL WORKS

The Group considered the report of the Head of Leisure and Client Services on the costs of installing air conditioning in the Mill Hall and of updating the building management system hardware and software to ensure Millennium compliance.

With regard to the building management system, the Corporate Director (Finance and External Services) indicated that, at this stage, it was not anticipated that works would involve building closure. Contractually, the work could be categorised as essential repair.

With regard to air conditioning, the Group endorsed the view of a Member that such work should be categorised as desirable but not essential

Given the essential nature of the building management system work the Group concurred with the Chairman that it would be appropriate to indicate to the Community Services Committee that the £50,000 saving associated with repair work to the Clements Hall roof should be earmarked for this work

RECOMMENDED

- (1) That the Community Services Committee be advised that the £50,000 saving associated with repair work to the Clements Hall roof should be earmarked for work to the building management system at the Mill Hall.
- (2) That the installation of air conditioning in the Mill Hall building be categorised as desirable and included in the Capital Programme for future consideration. (HLCS)

31 CAPITAL PROGRAMME

The Group considered the report of the Head of Financial Services dealing with Private Sector Renewal Grants, the revised Capital Programme for Housing 1999/2000, the Housing Investment Programme Bid 2000/2001 and the Etheldore Capital Receipt.

Private Sector Renewal Grants

The Head of Financial Services advised that, given potential inequalities associated with the priority points system, it would be preferable to maintain the current grants freeze pending the consideration of policy by the Community Services Committee. The Group agreed a Motion moved by Councillor Mrs. W M Stevenson and seconded by Councillor V H Leach.

Etheldore Capital Receipt

The Corporate Director (Finance and External Services) advised that the Section 106 Agreement was now being concluded.

The Chairman referred to the value of Members achieving an understanding of anticipated timescales and vacant possession terminology. He asked that a copy of the letter sent to the site developer setting out the terms of agreement be supplied to Members of the Group.

RECOMMENDED

- (1) That the current freeze on private sector renewal grants be maintained pending a review of policy by the Community Services Committee.
- (2) That the draft provision for private sector renewal grants be set at a level which achieves a similar cost to the Council as in the current year. (HFS)

32 HOUSING REVENUE ACCOUNT BUDGET

The Group considered the report of the Head of Financial Services on management of the Housing Revenue Account Repairs and Maintenance Budget and the petition in respect of railings at 66/72 Hatfield Road, Rayleigh.

RECOMMENDED

- (1) That the Housing Management Sub-Committee determine the issues to be funded from the Repairs and Maintenance Budget. (HFS)
- (2) That the draft estimates in respect of 2000/2001 be presented to the Housing Management Sub-Committee on 15th December 1999 to enable the rent increase to be considered. (HFS)
- (3) That a report be prepared on petitions to the Council in order to improve the process (HAMS).

33 GENERAL FUND – REVENUE BUDGET

The Group considered the report of the Head of Financial Services dealing with the closure of accounts 1998/99, the proposed budget timetable for 2000/2001 and the Three Year Budget Strategy

With regard to the illustrative figures relating to the three year budget strategy, the Head of Financial Services advised on further inclusions which would be required and confirmed that a future report was to be submitted to the appropriate Committee on car parking

Considered against the major projects being undertaken by the Authority, it was clear that a close review of expenditure was important. The Group concurred with the view of the



Chairman that, in its review of the figures and the way forward on projects, the Council's Operational Management Team should include consideration of where it may be possible to achieve reductions of up to 10% from the Council's budget. Responding to Member questions, the Head of Financial Services confirmed that a report could be produced providing a brief summary of possibilities and identifying discretionary service areas.

In discussing workload and the need to undertake work on Asset Review, Members agreed that it would be appropriate to schedule regular Meetings of the Group.

RECOMMENDED

- (1) That the Finance & General Purposes Committee authorise the appropriate virements in respect of the expenditure in excess of £5,000 or the income deficiencies of more than £5,000 as set out below-

Expenditure in excess of £5,000

| <u>Item</u> | <u>£</u> |
|---|----------|
| Contract payment - Refuse collection | 8,100 |
| Public conveniences - Water/sewerage | 6,600 |
| Clements Hall Repairs and maintenance | 25,200 |
| Office telephones | 9,400 |
| Staff advertising | 17,600 |

Income deficiencies of more than £5,000

| <u>Item</u> | <u>£</u> |
|-----------------------------------|----------|
| Planning Services – Planning Fees | 15,500 |
| Recharge to Capital | 10,000 |
| Benefits – administration grant | 15,500 |
| Net external finance | 19,300 |

- (2) That the estimates preparation timetable be approved.
- (3) That Officers report as soon as practicable on the possibilities with regard to achieving a series of target reductions in the Council's budget (HFS)
- (4) That, to facilitate workload planning, provision be made to enable the Member Budget Monitoring Group to meet weekly on Thursdays between 6pm and 7.15pm, commencing 16th September 1999 (HAMS)

34 **EXCLUSION OF THE PUBLIC**

Resolved

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 12(a) of Part 1 of Schedule 12A of the Act

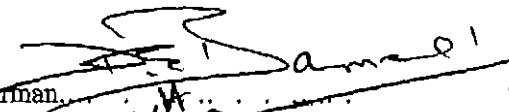
35. **PLANNING APPEAL COSTS**

The Group considered the confidential report of the Head of Legal Services on the current position with regard to planning appeal costs awarded in the past 5 years.

RECOMMENDED

That the Head of Legal Services settles the cost claims relating to cases 1, 3,4 and 6 as outlined in the report included as a confidential Appendix to the signed copy of these minutes, subject to the determination of the Judicial Review in respect of Case 4 and further negotiations and receipt of adequate details to support the claims in respect of Cases 3 and 6

The Meeting closed at 9.10.pm


Chairman.....
Date 16-Sept 1999

mn:aug24