

## CABINET

### Minutes of the meeting of the held on 12 April 2012 commencing at 7.00 pm

Present: Cllr. Fleming (Chairman)

Cllrs. Mrs. Clark, Mrs. Davison, Mrs. Hunter and Ramsay

Apologies for absence: Cllrs. Mrs. Bosley and Mrs. Bracken

Cllrs. Brookbank, Clark and Mrs. Parkin were also present.

#### 86. Minutes of the meetings of the Cabinet held on 8 March 2012

Resolved: That the minutes of the Cabinet meeting held on 8 March 2012 be approved and signed as a correct record.

#### 87. Declarations of interest

There were no declarations of interest.

#### 88. Questions from Members (maximum 15 minutes)

No questions were received.

#### 89. Matters referred from Council

No matters were referred from Council.

#### 90. Matters referred from the Performance and Governance Committee and/or Select Committees (Paragraph 5.20 of Part 4 (Executive) of the Constitution)

There were no references from the Performance and Governance Committee or from Select Committees.

#### 91. The Developing Vision

The Chairman introduced a report outlining the developing Vision of the District Council which could be summarised as "Pride in the District of Sevenoaks by working with the Community as a whole, to sustain and develop a fair, safe and thriving local economy." The following three core values would guide and define the District Council's policies for the District and the local area: Fairness, Integrity and Quality. These three Core Values develop the Vision with the resulting five promises:

- i) We will provide value for money;
- ii) We will work in partnership to keep the District of Sevenoaks safe;
- iii) We will continue to collect rubbish efficiently and effectively,
- iv) We will protect the Green Belt;

- v) We will support and develop the local economy.

Resolved: that the developing Leader's Vision be recommended to Full Council for approval and adoption in order to agree the Core Values which will guide and define the current and emerging District Council policies for the Sevenoaks District.

92. Partnership Working Between Dartford Borough Council (DBC) and Sevenoaks District Council (SDC) in relation to Environmental Health Services

The Chairman introduced a report outlining the scheme of delegations for the joint working arrangements between Sevenoaks District Council and Dartford Borough Council in relation to Environmental Health Services.

It was agreed by Cabinet on 13 October 2011 that the proposed operating model for the joint provision of Environmental Health Services with Dartford Borough Council be agreed, this was confirmed by Full Council on 29 November 2011.

It is necessary for the Councils to delegate and empower each other to discharge certain Agreed Functions via their Heads of Paid Service and these are to be set out within the Partnership Working Arrangements. Such arrangements do not prevent each authority making the delegation from exercising the functions itself.

Members agreed that as Cabinet was meeting prior to the Modern Local Government Group, the resolution made by Cabinet should be made subject to any comments or amendments made by such Group

Resolved: that in order to put in place the necessary Partnership Working Delegations to protect the legal position of both Councils:

- (a) the Managing Director being the Head of Paid Service at Dartford Borough Council be authorised to exercise the powers and functions as set out in the Appendix to the report and the necessary amendments to the Constitution.
- (b) the Scheme of Delegations be amended so as to authorise the Chief Executive being the Head of Paid Service at Sevenoaks District Council to exercise the powers and functions delegated by Dartford Borough Council as set out in the Appendix to the report and the necessary amendments to the Constitution.

93. Property Review - Disposal of Toilets, Leigh And Swanley

The Portfolio Holder for Finance and Value for Money introduced a report regarding the disposal of the former public toilets at Leigh and Swanley and provided a brief history of the two sites as outlined in the report.

The Chairman thanked the Portfolio Holder and the Professional Services Manager for their perseverance in ensuring that a satisfactory outcome had been achieved.

Resolved: that

- (a) the former Public Toilets at Leigh be sold to Kent County Council acting on behalf of Leigh County Primary School for £11,500, subject to such other terms and conditions that the District Council's legal advisors deem necessary to protect the Council's interests, and
- (b) the former Public Toilets at Swanley, including the accommodation leased to the taxi office be sold to Swanley Town Council for £17,500, subject to such other terms and conditions that the District Council's legal advisors deem necessary to protect the Council's interests.

94. Planning: Revised Charging for Pre-Application Enquiries

The Chairman and Cabinet thanked the departing Head of Development Services, Jim Kehoe, for the work that he had done for the District Council over the past three years. The Cabinet extended their best wishes for the future to Mr Kehoe.

The Portfolio Holder for Planning and Improvement introduced a report outlining proposed increases in charges for pre-application enquiries and to extend the scope of pre-application enquiries that are offered and charged for. Members noted there was a small typing error on page 26 of the report – the current Sevenoaks District Council charge for minor applications was £100 (and not £250 as stated in the report).

Charges for pre-application enquiries had been introduced in June 2008 and had remained unchanged since then. Charging had been introduced to cover the, sometimes significant, costs associated with dealing with these types of enquiry, but the Planning Service as a whole did not make a profit. It was expected that the rise in charges should result in increased income and would contribute to covering the service's overall costs. Members noted that the proposals outlined in the report widened the scope of the services provided by the Council.

The Chairman suggested that it may be helpful if a signed record was produced following pre-application enquiries as this may prevent future disputes surrounding any advice given as part of a pre-application enquiry. The Head of Development Services reported that the current practice was to send a letter following any meetings however, officers would review how the practice could be further improved.

Resolved: that

- (a) the increased charges for Planning pre-application enquiries and extended scope for pre-application enquiries that are charged for, as set out at Appendix A to the report, be approved until further notice; and
- (b) the Director of Community and Planning, in consultation with the Portfolio Holder, be authorised to apply and publicise the Council's approved charges; to agree individual charges, in particular where Appendix A to the report indicates that these are 'negotiable'; and to prepare or revise

procedures and guidance to ensure that the charges are applied effectively.

95. Sevenoaks Residential Character Assessment

The Portfolio Holder for Planning and Improvement introduced a report presenting the finalised post-consultation Residential Character Area Assessment for Sevenoaks which had been prepared to identify the distinctive local characteristics of the residential areas in different parts of the Sevenoaks urban area and included guidance on achieving high quality design that responded to local character, in line with policies in the Council's adopted Core Strategy. The Assessment had been revised to incorporate comments received during consultation. The report sought approval to adopt the Residential Character Area Assessment as a Supplementary Planning Document, which would form part of the SDC Local Development Framework. It would then be a material consideration in determining planning applications in the part of Sevenoaks to which it applies.

Members approved a minor amendment to pages 435, 492, 495 and 499 of the document that had been requested by Chevening Parish Council:

*"Landmark Buildings can lift a design from the ordinary and may be justified on the basis of a sound urban design appraisal of their context and a perceived environmental uplift to the quality of the area. Any landmark building would need to be consistent with the scale and character of the surrounding residential area."*

The Portfolio Holder for Planning and Improvement reported that positive feedback had been received from Resident's Associations and the Sevenoaks Town Forum.

A Member noted that there was a minor typing error on page 68 of the report. The quarry cottages had been built in the early 1900s for railway workers.

Resolved: that

- (a) the revised Sevenoaks Residential Character Area Assessment be adopted as a SPD and that it be printed and published; and
- (b) copies be made available for sale at a price to be agreed by the Portfolio Holder.

96. Big Community Fund Applications

The Head of Community Development introduced an application that had been supported by Councillor Colin Dibsdall in its preparation stages but had not been ready to be submitted before his death in November 2011. The application had been referred to Cabinet for decision as it was not possible for the application to be dealt with in the usual manner as it could not be signed by the Ward Member. The application had been fully appraised by the Members Appraisal Panel who recommended that the full £3000 be granted. The Panel had considered the impact on equalities and a positive effect was anticipated as it provided better access to an

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important community building which would be particularly beneficial for older people, disabled people and parents with prams and pushchairs.

Resolved: that the application for £3000 to the Big Community Fund from the Crockenhill and Well Hill Ward, submitted by the Village Hall Management Committee following the death of Councillor Colin Dibsall, be approved.

### IMPLEMENTATION OF DECISIONS

This notice was published on 16 April 2012. The decisions contained in minutes 91, 92, 93, 95 and 96 take effect immediately. The decision contained in minute 94 take effect on 24 April 2012.

THE MEETING WAS CONCLUDED AT 7.26 PM

CHAIRMAN