



## **Cabinet Minutes**

The minutes of the Cabinet meeting of Wyre Borough Council held on Wednesday, 23 March 2016 at the Council Chamber, Civic Centre, Poulton-Le-Fylde.

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### **Cabinet members present:**

Councillor Peter Gibson (The Leader of the Council)  
Councillor Roger Berry (Neighbourhood Services and Community Safety Portfolio Holder)  
Councillor Lynne Bowen (Leisure and Culture Portfolio Holder)  
Councillor David Henderson (Street Scene, Parks & Open Spaces Portfolio Holder)  
Councillor Pete Murphy (Planning and Economic Development Portfolio Holder)  
Councillor Vivien Taylor (Health and Community Engagement Portfolio Holder)  
Councillor Alan Vincent (Resources Portfolio Holder and Deputy Leader)

### **Apologies:**

None

### **Officers present:**

Philippa Davies (Corporate Director of Resources)  
Michael Ryan (Corporate Director of People and Places)  
Mark Billington (Head of Operations)  
Mark Broadhurst (Head of Housing Services)  
Marianne Hesketh (Head of Transformation)  
Duncan Jowitt (Democratic Services and Member Training Officer)

### **Apologies:**

Garry Payne (Chief Executive)

### **Non-members of the Cabinet present:**

Councillors Ruth Duffy, Terry Lees and Ron Shewan

No members of the public or press attended the meeting.

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### **CAB.44 Declarations of interest**

None.

**CAB.45 Confirmation of minutes**

The minutes of the Cabinet meeting held on 17 February 2016 were confirmed as a correct record.

**CAB.46 Public questions**

None

**CAB.47 Task Group: Building Stronger Relationships with Town and Parish Council - Final Report**

The Chairman of the task group: Building Stronger Relationships with Town and Parish Councils and the Corporate Director of Resources submitted a report detailing the work of the Town and Parish Councils task group.

The Chairman, Cllr Kerry Jones and Vice Chairman, Cllr Lady Dulcie Atkins had both submitted apologies as they were unable to attend the meeting. In their absence Cllr V. Taylor introduced the report and extended her gratitude and thanks to the members of the task group, many of whom were themselves “dual-hatted” members of both borough and town or parish councils.

**Decisions taken**

Cabinet agreed all of the recommendations of the Task Group with the exception of that at paragraph 3.3 (a) of the report “Consideration to be given to preparing a simple guide to the council’s services and departments”, which they felt would be better served by changes to the council’s website as suggested at recommendation 3.3 (b).

The recommendations accepted by the Cabinet were that:

1. all councillors be formally reminded of their roles and responsibilities (as detailed in the Councillor Development Programme 2015-2019 and agreed at Full Council on 22 October 2015) which include the expectation to
  - regularly attend any town or parish council and other community meetings that take place in your ward and provide a regular line of communication with the council for local people, including those who do not actively participate in community groups
  - inform residents and community groups about current and upcoming consultation exercises, encourage them to take part and tell them about the outcomes
  - represent the council within the community by talking to residents about the council’s strategies, policies, services and procedures.

2. consideration be given routinely to offering town and parish council representatives the chance to attend relevant training events and briefings for Wyre councillors, in particular those related to planning policy and practice.
3. basic information about Wyre Council be made more readily available to town and parish councils by making the council's website more user-friendly ensure that information about the council's services and departments can be found more easily.
4. Wyre councillors be reminded that best practice requires them to access the council's IT systems regularly and read and respond to emails within 48 hours (as stated in the Councillor Development Programme 2015-2019 and agreed at Full Council on 22 October 2015).
5. no further action should be taken regarding the introduction of a Parish Charter and the version that is currently on the council's website should be removed. Future consideration of a Parish Charter should only take place if initiated by one or more of the borough's town and parish councils.

In pursuance to recommendation 3, the Chief Executive asked the Democratic Services and Member Training Officer to make arrangements with the Head of Planning Services to run again the training that had previously been provided for planning ambassadors.

#### **CAB.48 Wyre Rural Affordable Housing Needs Survey 2015-2020**

The Planning and Economic Development Portfolio Holder and the Corporate Director of People and Places submitted a report informing Cabinet of the 2016 Wyre Rural Affordable Housing Needs Survey 2015-2020 report and seek endorsement of the document as part of the Local Plan evidence base and for Development Management purposes in the interim until the new Wyre Local Plan is adopted.

##### **Decisions taken**

Cabinet approved the Rural Affordable Housing Needs Survey report and annexes as part of the Local Plan evidence base and for use as material consideration in the determination of planning applications in the interim until the new Wyre Local Plan is adopted.

#### **CAB.49 Treasury Management Policy Statement and Practices and Treasury Management and Annual Investment Strategy and Minimum Revenue Provision Policy Statement 2016/17**

The Resources Portfolio Holder and the Corporate Director of Resources submitted a report setting out the policies and objectives of the Council in respect of Treasury Management activities, explaining how the Council sought to achieve the objectives and manage and control the activities, and asking Cabinet to agree a strategy for 2016/17.

## **Decisions taken**

Cabinet approved and agreed

- the Treasury Management Policy Statement 2016/17 and formally adopted clauses 4 to 7,
- the revised Treasury Management Practices 2016/17,
- the Treasury Management and Annual Investment Strategy 2016/17,
- the MRP Policy Statement 2016/17.

### **CAB.50 Poulton and Thornton Leisure Centres Capital Improvement Works**

The Leisure and Culture Portfolio Holder and the Corporate Director of People and Places submitted a report asking Cabinet to approve the funding of additional works as part of the Capital Improvement Scheme at Poulton and Thornton Leisure Centres and associated increase in client side costs.

## **Decisions taken**

Cabinet approved the expenditure amounting to £152,336, in respect of contract variations at Poulton and Thornton Leisure Centres and agreed the additional client side costs payable to AECOM amounting to £50,000.

The meeting started at 6.00 pm and finished at 6.24 pm.

**Date of Publication:** 24 March 2016

## **Options considered but rejected**

Any alternative options that were considered but rejected, in addition to the reasons for the recommendations that were made, are included in the full reports.

## **When will these decisions be implemented?**

All decisions will be put into effect five working days from the date of publication, unless a decision is “called-in” by any three members of the council within that period.

The “call-in” procedure is set out in [Part 4 of the Council's Constitution](#) (Paragraph 16 of the Overview and Scrutiny Procedure Rules). If a decision is “called-in”, the Overview and Scrutiny Committee may decide that the original decision should be upheld or ask Cabinet to reconsider the decision.