

**TONBRIDGE & MALLING BOROUGH COUNCIL**

**RECORD OF DECISION**

**Decision Taken By: Cabinet Member for Finance,  
Innovation and Property**

**Decision No:  
D140107MEM**

**Date: 24 September 2014**

**Decision(s) and Reason(s)**

**Local Government Finance Settlement 2015/16: Technical Consultation**

**(Report of Director of Finance and Transformation)**

**The report gave details of a Department for Communities and Local Government (DCLG) consultation on the proposed changes to the illustrative 2015/16 Local Government Finance Settlement which had been published alongside the 2014/15 settlement. Since the return date for responses to the consultation was 25 September 2014, agreement had been obtained from the Leader, Cabinet Member for Finance, Innovation and Property and the Chairman of the Advisory Board to the suggested response set out at Annex 1 to the report.**

**Attention was also drawn to the DCLG's business rates retention scheme pooling prospectus together with an update on the position in Kent.**

Following consideration by the Finance, Innovation and Property Advisory Board, the Cabinet Member for Finance, Innovation and Property resolved that the response to the consultation, as previously agreed with the Leader of the Council, Cabinet Member for Finance, Innovation and Property and Chairman of the Finance, Innovation and Property Advisory Board, be endorsed.

Reasons: As set out in the report submitted to the Finance, Innovation and Property Advisory Board of 24 September 2014.

Signed Cabinet Member for Finance, Innovation and Property      M Coffin

Signed Leader:      N Heslop

Signed Chief Executive:      J Beilby

Date of publication: 26 September 2014

This decision will come into force and may then be implemented on the expiry of 5 working days after publication unless it is called in.

**Decision Taken By: Cabinet Member for Finance,  
Innovation and Property**

**Decision No:  
D140108MEM**

**Date: 24 September 2014**

**Decision(s) and Reason(s)**

**Financial Planning and Control**

**(Report of Director of Finance and Transformation)**

**The report provided information on the Council's key budget areas of salaries, major income streams and investment income. It also gave an update on the variations agreed in relation to the revenue budget and areas identified through budgetary control, summarised to provide an indicative overall budget position which showed a net favourable variance of £43,350. Progress was noted in relation to the identification of savings to meet the targets set in the Medium Term Financial Strategy.**

**An update was also given on capital expenditure and variations agreed in relation to the capital plan.**

Following consideration by the Finance, Innovation and Property Advisory Board, the Cabinet Member for Finance, Innovation and Property resolved that the contents of the report be noted and endorsed.

Reasons: As set out in the report submitted to the Finance, Innovation and Property Advisory Board of 24 September 2014.

Signed Cabinet Member for Finance, Innovation and Property      M Coffin

Signed Leader:      N Heslop

Signed Chief Executive:      J Beilby

Date of publication:      26 September 2014

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**Decision Taken By: Cabinet Member for Finance,  
Innovation and Property**

**Decision No:  
D140109MEM**

**Date: 24 September 2014**

**Decision(s) and Reason(s)**

**Applications for Discretionary Rate Relief**

**(Joint report of Director of Finance and Transformation and Cabinet Member  
for Finance, Innovation and Property)**

**Details were given of a new application for rural rate relief which was  
considered in accordance with the previously agreed criteria for determining  
such applications.**

Following consideration by the Finance, Innovation and Property Advisory Board, the  
Cabinet Member for Finance, Innovation and Property resolved that the new  
application for rural rate relief be determined as follows:

Hadlow Superstore, 4-6 The Broadway, Hadlow – 80% discretionary relief be  
awarded, time-limited to 31 March 2015.

Reasons: As set out in the report submitted to the Finance, Innovation and Property  
Advisory Board of 24 September 2014.

Signed Cabinet Member for Finance, Innovation and Property      M Coffin

Signed Leader:      N Heslop

Signed Chief Executive:      J Beilby

Date of publication:      26 September 2014

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working days after publication unless it is called in.

**Decision Taken By: Cabinet Member for Finance,  
Innovation and Property**

**Decision No:  
D140110MEM**

**Date: 24 September 2014**

**Decision(s) and Reason(s)**

**Rural Settlement List**

**(Report of Director of Finance and Transformation)**

**The report referred to the requirement to review the Council's rural settlement list and recommended that the current list should be retained unaltered for the financial year 2015/16.**

Following consideration by the Finance, Innovation and Property Advisory Board, the Cabinet Member for Finance, Innovation and Property resolved that the current rural settlement list remain in force for the year 2015/16.

Reasons: As set out in the report submitted to the Finance, Innovation and Property Advisory Board of 24 September 2014.

Signed Cabinet Member for Finance, Innovation and Property      M Coffin

Signed Leader:      N Heslop

Signed Chief Executive:      J Beilby

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**Decision Taken By: Cabinet Member for Finance,  
Innovation and Property**

**Decision No:  
D140111MEM**

**Date: 24 September 2014**

**Decision(s) and Reason(s)**

**Extension of Cash Collection Contract**

**(Report of Director of Finance and Transformation)**

**The report indicated that the five year cash collection contract entered into by Canterbury City Council as lead authority on behalf of the 12 Kent district councils was due to expire in January 2015 with an option for two 12 month extensions. It was noted that the option to extend the contract for one year to 2016 was considered the best option by all 12 councils.**

Following consideration by the Finance, Innovation and Property Advisory Board, the Cabinet Member for Finance, Innovation and Property resolved that the decision to extend the Council's current Cash Collection Contract for a further year be endorsed.

Reasons: As set out in the report submitted to the Finance, Innovation and Property Advisory Board of 24 September 2014.

Signed Cabinet Member for Finance, Innovation and Property      M Coffin

Signed Leader:      N Heslop

Signed Chief Executive:      J Beilby

Date of publication:      26 September 2014

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**Decision Taken By: Cabinet Member for Finance,  
Innovation and Property**

**Decision No:  
D140112MEM**

**Date: 24 September 2014**

**Decision(s) and Reason(s)**

**IT Strategy**

**(Report of Director of Finance and Transformation)**

**The report gave details of a proposed IT Strategy for the Council covering the period 2014-2017. The Strategy described how current and new technologies could assist with the Council's transformation agenda and help make improvements and efficiencies in processes and service delivery to the public and other customers. It was noted that the Strategy would be used as a framework for developing a delivery plan linking the transformation projects and improvements to the relevant technologies.**

Following consideration by the Finance, Innovation and Property Advisory Board, the Cabinet Member for Finance, Innovation and Property resolved that the IT Strategy for the period 2014-2017, as set out at Annex 1 to the report, be approved subject to the inclusion of specific reference to the overarching aim of improving service with no reduction in customer experience.

Reasons: As set out in the report submitted to the Finance, Innovation and Property Advisory Board of 24 September 2014.

Signed Cabinet Member for Finance, Innovation and Property      M Coffin

Signed Leader:      N Heslop

Signed Chief Executive:      J Beilby

Date of publication:      26 September 2014

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**Decision Taken By: Cabinet Member for Finance,  
Innovation and Property**

**Decision No:  
D120113MEM**

**Date: 24 September 2014**

**Decision(s) and Reason(s)**

**Debts for Write Off**

**(LGA 1972 – Sch 12A Paragraph 2 – Information likely to reveal information  
about an individual)**

**(Report of Director of Finance and Transformation)**

**Approval of the writing-off of debts considered to be irrecoverable. Details  
were also given of debts under £1,000 which had been written-off in  
accordance with Financial Procedure Rule 17.2 together with cumulative totals  
of debts in the current and previous financial years and information on  
budgeted bad debt provision.**

Following consideration by the Finance, Innovation and Property Advisory Board, the  
Cabinet Member for Finance, Innovation and Property resolved that the 19 items  
shown in the schedule of amounts over £1,000, totalling £89,335.13 be written-off for  
the reasons stated within the schedule.

Reasons: As set out in the report submitted to the Finance, Innovation and Property  
Advisory Board of 24 September 2014 (contains exempt information).

Signed Cabinet Member for Finance, Innovation and Property      M Coffin

Signed Leader:      N Heslop

Signed Chief Executive:      J Beilby

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**Decision Taken By: Cabinet Member for Finance,  
Innovation and Property**

**Decision No:  
D140114MEM**

**Date: 24 September 2014**

**Decision(s) and Reason(s)**

**Proposed Terms for Lease of Amenity Land to Tonbridge Methodist Church**

**(LGA 1972 Sch 12A Paragraph 3 – Financial or business affairs of any particular person)**

**(Report of Director of Central Service)**

**The report gave details of proposed terms for the lease of amenity land to Tonbridge Methodist Church to provide safe pedestrian access from Hunt Road.**

Following consideration by the Finance, Innovation and Property Advisory Board, the Cabinet Member for Finance, Innovation and Property resolved that the terms proposed for a lease to the Tonbridge Methodist Church be approved as set out in the report.

Reasons: As set out in the report submitted to the Finance, Innovation and Property Advisory Board of 24 September 2014 (contains exempt information).

Signed Cabinet Member for Finance, Innovation and Property      M Coffin

Signed Leader:      N Heslop

Signed Chief Executive:      J Beilby

Date of publication:      26 September 2014

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**Decision Taken By: Cabinet Member for Finance,  
Innovation and Property**

**Decision No:  
D140115MEM**

**Date: 24 September 2014**

**Decision(s) and Reason(s)**

**Proposed New Lease of Land to Rear of Willow Lea, Tonbridge and Approval  
of Disposal Scheme**

**(LGA 1972 Sch 12A Paragraph 3 – Financial or business affairs of any  
particular person)**

**(Report of Director of Central Services)**

**The report outlined the background to the grant of periodic tenancies of a strip  
of land to the rear of properties in Willow Lea, Tonbridge. Details were given  
of proposed terms and conditions of a new lease to one of the home owners.**

**Consideration was also given to a proposal to investigate with each agreement  
holder in Willow Lea the option of purchasing the land to the rear of their  
properties.**

Following consideration by the Finance, Innovation and Property Advisory Board, the  
Cabinet Member for Finance, Innovation and Property resolved that

- 1) a new lease be granted to the individual home owner in Willow Lea as  
detailed in the report (and corrected at the meeting), subject to investigation of  
whether any further legislation applies and the inclusion of a clause reserving  
a right of access to the Council; and
- 2) approval be given to proceed with the wider disposal scheme as set out in the  
report.

Reasons: As set out in the report submitted to the Finance, Innovation and Property  
Advisory Board of 24 September 2014 (contains exempt information).

Signed Cabinet Member for Finance, Innovation and  
Property M Coffin

Signed Leader: N Heslop

Signed Chief Executive: J Beilby

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