

TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION

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

**Decision No:
D200048MEM**

Date: 22 July 2020

Decision(s) and Reason(s)

Applications for Discretionary Rate Relief

(Report of Director of Finance and Transformation)

The report gave details of renewal applications for discretionary rate relief for the period 1 April 2020 to 31 March 2022. Details of three new applications were also set out. The Council's policy in respect of discretionary rate relief was attached at Annex 1 of the report.

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

- (1) discretionary rate relief be awarded for the period 1 April 2020 to 31 March 2022 in respect of the re-applications for relief as set out at Annex 2 to the report;
- (2) the application for discretionary rate relief received from Tree of Hope be refused;
- (3) the application for discretionary rate relief received from Samaritan's Purse International Limited be refused; and
- (4) the application for discretionary rate relief received from Refugease be refused.

Reasons: As set out in the report submitted to the Finance, Innovation and Property Advisory Board of 22 July 2020.

Signed Cabinet Member for Finance, Innovation and Property and Deputy Leader: M Coffin

Signed Chief Executive: J Beilby

Date of publication: 24 July 2020

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:
D200049MEM**

Date: 22 July 2020

Decision(s) and Reason(s)

Financial Planning Control

(Report of Director of Finance and Transformation)

The report set out information on the three key budget areas of salaries, major operational income streams and investment income. Performance of the key budget areas, together with approved variations to the revenue budget and areas identified through revenue budget monitoring, were summarised to provide an indicative overall budget position for the year.

Details of the impact of the Covid-19 pandemic on the Borough Council's finances to the end of June and projected for the year 2020/21; the scale of the potential longer term impact on the Medium Term Financial Strategy and Savings and Transformation Strategy and, in turn, savings and transformation contributions required to balance the budget, were also set out.

Finally, updates on capital expenditure and variations that had been agreed in relation to the capital plan were provided.

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

- (1) the likelihood that the Covid-19 pandemic would have a significant adverse impact on the Council's finances and reserve balances and as a result, in turn, on the scale and timing of the savings and transformation contributions required be noted;
- (2) the decision made by Cabinet to impose an 'essential spend only' policy for 2020/21 in order to preserve resources and to set a 'savings target' of £500,000 to be delivered as a result of this policy be noted;
- (3) the decision made by Cabinet that the general revenue reserve balance should not fall below £2m at any point during the MTFS 10-year period and to retain a minimum of £3m by the end of the period be noted;
- (4) the decision made by Cabinet in light of the difficult financial landscape that lays ahead to set a savings target of £100,000 to be delivered by April 2021 followed by a further £100,000 by April 2022 be noted;

- (5) the need to not only deliver any new targets, but to also deliver on the 'outstanding' decisions made prior to the Covid-19 pandemic and factored into the MTFS be noted;
- (6) the intention to bring a draft revision of the Savings and Transformation Strategy to Cabinet in the Autumn be noted; and
- (7) the financial challenge was such that financial sustainability was at increased risk be noted.

Reasons: As set out in the report submitted to the Finance, Innovation and Property Advisory Board of 22 July 2020.

Signed Cabinet Member for Finance, Innovation and Property M Coffin

Signed Leader: N Heslop

Signed Chief Executive: J Beilby

Date of publication: 24 July 2020

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

**Decision No:
D200050MEM**

Date: 22 July 2020

Decision(s) and Reason(s)

Debts for Write Off

(Report of Director of Finance and Transformation)

(LGA 1972 Sch 12A Paragraph 2 – Information which is likely to reveal the identity of an individual)

The report sought approval for the writing-off of debts considered to be irrecoverable.

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

The 4 items shown in the schedule of amounts over £5,000, totalling £29,174.94, as set out in the report, be written off for the reason stated within the schedule.

Reasons: As set out in the report submitted to the Finance, Innovation and Property Advisory Board of 22 July 2020.

Signed Cabinet Member for Finance, Innovation and Property M Coffin

Signed Leader: N Heslop

Signed Chief Executive: J Beilby

Date of publication: 24 July 2020

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

**Decision No:
D200051MEM**

Date: 22 July 2020

Decision(s) and Reason(s)

Proposed New Lease to Tonbridge 1st Scouts

(Report of Director of Central Services and Deputy Chief Executive)

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

The report detailed a request received from Tonbridge 1st Scouts for a new lease of their scouting building at Lamberts Yard, Tonbridge.

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

The proposed new lease to Tonbridge 1st Scouts, as detailed within the report, be agreed.

Reasons: As set out in the report submitted to the Finance, Innovation and Property Advisory Board of 22 July 2020

Signed Cabinet Member for Finance, Innovation and Property M Coffin

Signed Leader: N Heslop

Signed Chief Executive: J Beilby

Date of publication: 24 July 2020

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

**Decision No:
D200052MEM**

Date: 22 July 2020

Decision(s) and Reason(s)

Proposed Disposal of Car Park at East Peckham

(Report of Director of Central Services and Deputy Chief Executive)

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

The report detailed a request received from East Peckham Methodist Church to purchase the car park and associated land to allow for the redevelopment of a new Church and Community Hall, including public car parking.

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

Subject to clarification of the legal cost to the Borough Council, the proposed disposal to the Methodist Church, as detailed in the report, be agreed.

Reasons: As set out in the report submitted to the Finance, Innovation and Property Advisory of 22 July 2020

Signed Cabinet Member for Finance, Innovation and Property M Coffin

Signed Leader: N Heslop

Signed Chief Executive: J Beilby

Date of publication: 24 July 2020

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

**Decision No:
D200053MEM**

Date: 22 July 2020

Decision(s) and Reason(s)

Proposed Disposal of Land at rear of New Hythe Lane

(Report of Director of Central Services and Deputy Chief Executive)

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

The report provided details of a request by three home owners to be allowed to purchase an area of land owned by the Borough Council to create an access to their rear gardens for the sole purpose of off road parking.

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

The proposed disposal of the area of land, as set out in the report, be agreed.

Reasons: As set out in the report submitted to the Finance, Innovation and Property Advisory Board of 22 July 2020

Signed Cabinet Member for Finance, Innovation and Property M Coffin

Signed Leader: N Heslop

Signed Chief Executive: J Beilby

Date of publication: 24 July 2020

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**Decision Taken By: Cabinet Member for Finance,
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**Decision No:
D200054MEM**

Date: 22 July 2020

Decision(s) and Reason(s)

Request for Rental Reduction - Twisden Road, East Malling

(Report of Director of Central Services and Deputy Chief Executive)

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

The report set out details of a request for a rental reduction in respect of a retail unit.

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

No rent reduction be offered to the tenant.

Reasons: As set out in the report submitted to the Finance, Innovation and Property Advisory Board of 22 July 2020

Signed Cabinet Member for Finance, Innovation and Property M Coffin

Signed Leader: N Heslop

Signed Chief Executive: J Beilby

Date of publication: 24 July 2020

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