These minutes principally record decisions taken and, where appropriate, the reasons for the decisions. A webcast of the meeting is available for six months at www.braintree.gov.uk.

Present:

<table>
<thead>
<tr>
<th>Councillors</th>
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<tr>
<td>Councillor J E Abbott</td>
<td>Yes</td>
<td>Councillor D Mann</td>
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<td>Councillor J S Allen</td>
<td>Yes</td>
<td>Councillor J T McKee</td>
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<td>Councillor M J Banthorpe</td>
<td>Yes</td>
<td>Councillor R G S Mitchell</td>
<td>Apologies</td>
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<td>Councillor P R Barlow</td>
<td>Yes</td>
<td>Councillor J M Money</td>
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<td>Councillor J Baugh</td>
<td>Yes</td>
<td>Councillor Lady P Newton</td>
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<td>Councillor J C Beavis</td>
<td>Yes</td>
<td>Councillor J O'Reilly-Cicconi</td>
<td>Apologies</td>
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<td>Councillor D L Bebb</td>
<td>Yes</td>
<td>Councillor I C F Parker</td>
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<td>Councillor E Bishop</td>
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<td>Councillor J A Pell</td>
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<td>Councillor R J Bolton</td>
<td>Apologies</td>
<td>Councillor R P Ramage</td>
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<td>Councillor L B Bowers – Flint</td>
<td>Yes</td>
<td>Councillor D M Reid</td>
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<td>Councillor G Butland</td>
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<td>Councillor F Ricci</td>
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<td>Councillor C A Cadman</td>
<td>Yes</td>
<td>Councillor D E A Rice</td>
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<td>Councillor S Canning</td>
<td>From 8.21pm</td>
<td>Councillor W J Rose</td>
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<td>Councillor T G Cunningham</td>
<td>Yes</td>
<td>Councillor V Santomauro</td>
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<td>Councillor J G J Elliott</td>
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<td>Councillor W D Scattergood</td>
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<td>Councillor Dr R L Evans</td>
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<td>Councillor W Schmitt</td>
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<td>Councillor A V E Everard</td>
<td>Yes</td>
<td>Councillor A F Shelton</td>
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<td>Councillor J H G Finbow</td>
<td>Apologies</td>
<td>Councillor L Shepherd</td>
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<td>Councillor M J Fincken</td>
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<td>Councillor C E Shute</td>
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<td>Councillor T J W Foster</td>
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<td>Councillor C Siddall</td>
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<td>Councillor M E Galione</td>
<td>Apologies</td>
<td>Councillor G A Spray</td>
<td>From 7.21pm</td>
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<td>Councillor C Gibson</td>
<td>Yes</td>
<td>Councillor J S Sutton</td>
<td>Apologies</td>
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<td>Councillor M Green</td>
<td>Yes</td>
<td>Councillor J R Swift</td>
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<td>Councillor P Horner</td>
<td>Yes</td>
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<td>Councillor C M Thompson</td>
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<td>Councillor H D Johnson</td>
<td>Yes</td>
<td>Councillor M Thorogood</td>
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<td>Councillor S C Kirby</td>
<td>Yes</td>
<td>Councillor L S Walters (Vice-Chairman)</td>
<td>Yes</td>
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<td>Councillor M C M Lager</td>
<td>Apologies</td>
<td>Councillor R G Walters</td>
<td>Yes</td>
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<tr>
<td>Councillor C Louis</td>
<td>Yes</td>
<td>Councillor S A Wilson (Chairman)</td>
<td>Yes</td>
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<tr>
<td>Councillor D J Louis</td>
<td>Yes</td>
<td>Councillor R Wright</td>
<td>Yes</td>
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For further information regarding these minutes, please contact Alison Webb, Governance and Members Officer, on 01376 552525 or e-mail alison.webb@braintree.gov.uk
CHAIRMAN’S AND/OR LEADER’S ANNOUNCEMENTS

The Chairman’s announcements covered the following:

Tour de France 7th May 2014 – Visited Rayne to watch the Tour de France pass through the District. The Chairman would like to congratulate the staff of BDC who were involved in the organisation of the event.

Annual General Meeting of the Rural Community Council of Essex and Essex Village of the Year Awards 9th July 2014 – Attended the Annual General Meeting of the Rural Community Council of Essex and Essex Village of the Year Awards to celebrate the success of the Braintree District, as follows
- Great Maplestead achieved 2nd place in the Village of the Year Awards
- Kelvedon was the winner of Best Kept Village, class 2 category
- Rayne achieved runner up of Best Kept Village, class 2 category
- Stisted were awarded winners of the Best Kept Village, class 4 category
- Great Maplestead achieved runners up in the Best Kept Village, class 4 category
- Great Sailing was awarded runners up in of Best Kept Village, class 5 category

Merit award were also awarded to Earls Colne, Feering, Gosfield and Rivenhall.

In the Best Kept Churchyard competition St Mary’s and St Christopher’s, Panfield were highly commended.

Halstead has won Gold in the Anglia in Bloom Best Town under 12,000 residents category and judges praised the town’s community involvement.

Annual Charity Golf Day 14th July 2014 – Attended the Colne Valley Golf Club for the Annual Charity Golf Day in which 22 teams participated and a total of £4,164 was raised. The Chairman would like to thank this year’s sponsors, who without their support the event would not be possible. These include, Earls Colne Business Park, Countryside, Riverside Truck Rental Ltd, Phillips James Estates, Colne Valley Golf Club, Fusion, Bonningtons, Heritage, Thermal Transfer Solutions Ltd, Woodland Group and Daniel Roberts and Sons.

Heart of Essex Awards 7th August – Attended the Heart of Essex Awards to celebrate the success of 2 local voluntary groups Essex Dementia Care and Moving who were awarded a winning prize of £500.

Lights Out 4th August – The lights were switched off at Causeway House, Braintree Town Hall, Braintree Museum and Leisure Centres between the hours of 10pm and 11pm to mark the 100th anniversary of Britain’s entry into the First World War.

Opening of Witham Leisure Centre 6th September 2014 – Attended the opening of Witham Leisure Centre along with other Councillors.

Halstead Day Centre 10th September 2014 – Attended Halstead Day Centre who provide support for the elderly, helping to improve their quality of life and helping them to maintain a degree of their independence.

The Leader did not have any announcements to make.

DECLARATIONS OF INTEREST
INFORMATION: The following interests were declared:

Councillor Abbott declared the following non-pecuniary interests in Agenda Item 6 – ‘Reference from the Local Development Framework Sub-Committee 3rd September 2014, Pre-Submission Site Allocations and Development Management Plan and Interim Planning Policy Statement’ as an elected Member of Essex County Council, on an individual capacity and as an elected Member and as Chairman of Rivenhall Parish Council, both of whom had submitted representations on the Draft Plan.

Councillor Butland declared a non-pecuniary interest in Agenda Item 6 – ‘Reference from the Local Development Framework Sub-Committee 3rd September 2014, Pre-Submission Site Allocations and Development Management Plan and Interim Planning Policy Statement’ as an elected Member of Essex County Council.

Councillor Lady Newton declared a non-pecuniary interest in Agenda Item 6 – ‘Reference from the Local Development Framework Sub-Committee 3rd September 2014, Pre-Submission Site Allocations and Development Management Plan and Interim Planning Policy Statement’ as an elected Member of Essex County Council.

Councillor D Louis declared a non-pecuniary interest in Agenda Item 6 – ‘Reference from the Local Development Framework Sub-Committee 3rd September 2014, Pre-Submission Site Allocations and Development Management Plan and Interim Planning Policy Statement’ as an elected Member of Essex County Council.

Councillor Pell declared a non-pecuniary interest in Agenda Item 2 – ‘Chairman’s and/or Leader’s Announcements’ as a Trustee of Halstead Day Centre.

Councillor R Walters declared a non-pecuniary interest in Agenda Item 6 – ‘Reference from the Local Development Framework Sub-Committee 3rd September 2014, Pre-Submission Site Allocations and Development Management Plan and Interim Planning Policy Statement’ as an elected Member of Essex County Council.

Councillor Wright declared the following non-pecuniary interests in Agenda Item 6 – ‘Reference from the Local Development Framework Sub-Committee 3rd September 2014, Pre-Submission Site Allocations and Development Management Plan and Interim Planning Policy Statement’ as a Member of Rivenhall Parish Council and on an individual capacity.

In accordance with the Code of Conduct, Members remained in the meeting for these Items and took part in the debate and decision thereon.

35 QUESTION TIME

INFORMATION: There were no questions asked or statements made.

36 MINUTES

DECISION: That the Minutes of the meeting of Council held on 30th June 2014 be approved as a correct record and signed by the Chairman.

37 REFERENCE FROM THE LOCAL DEVELOPMENT FRAMEWORK SUB-COMMITTEE 3RD SEPTEMBER 2014, PRE-SUBMISSION SITE ALLOCATIONS AND

For further information regarding these minutes, please contact Alison Webb, Governance and Members Officer, on 01376 552525 or e-mail alison.webb@braintree.gov.uk
DEVELOPMENT MANAGEMENT PLAN AND INTERIM PLANNING POLICY STATEMENT

INFORMATION: It was agreed by Members on the 30th June 2014 that the Site Allocations and Development Management Plan would not be submitted to the Planning Inspectorate but that work would begin immediately on a new Local Plan. The Local Plan will replace both the Core Strategy and the Local Plan Review 2005 and will incorporate much of the work already completed on the Site Allocations and Development Management Plan.

Whilst this work is being carried out, the Council must ensure that growth and regeneration continue to be secured for the District. Until public consultation on the Plan takes place in the Autumn of 2015, the Local Plan has no weight, and then the weight it can be afforded increases as it progresses and objections are overcome.

Whilst the new Local Plan is being produced, sites in the Core Strategy and the remaining sites in the 2005 Local Plan Review can continue to come forward but further sustainable locations for growth and development must be found.

The Site Allocations and Development Management Plan has been subject to public consultation and is backed by a significant evidence base which includes assessment of deliverability and environmental impacts of the sites, as such the sites are considered sound. An Interim Policy Planning Statement is being proposed to deal with this issue. The statement sets out that the policies and site allocations contained within the plan should be material considerations for planning applications. This means the Council is supporting the principle of development on sites allocated in the plan, it would also mean that the growth locations would be expected to come forward sooner than had been proposed in the Core Strategy as the phasing restrictions would be removed.

Councillor R Walters, Chairman of the Local Development Framework Sub-Committee, introduced the report and moved that the recommendation set out within it be approved. The motion was seconded by Councillor Lady Newton.

DECISION:

(1) To note the comments received on the further changes to the Pre Submission Site Allocations and Development Management Plan.

(2) That the Interim Planning Policy Statement, as set out in Appendix 2 of the report, be adopted as material planning guidance.

REASON FOR DECISION: To note the consultation responses received during the further changes consultation of the Pre-Submission Site Allocations and Development Management Plan and to adopt an interim planning policy statement to Council.
REFERENCE FROM THE LOCAL DEVELOPMENT FRAMEWORK SUB-COMMITTEE
3RD SEPTEMBER 2014, LOCAL PLAN - OBJECTIVELY ASSESSED HOUSING NEED

INFORMATION: One of the key requirements of the new Local Plan will be to show that the Council has met the Government requirements to provide for the full objectively assessed need for market and affordable housing. This will impact on all parts of the plan and a broad figure will be required to proceed with a number of evidence based documents.

Work is therefore already underway to determine the figure which must be used, and must use national population forecast as a baseline.

Local consideration of the national forecast is being undertaken by consultants on behalf of all Essex authorities and a range of scenarios have been produced to make different assumptions about population growth and the economy. These are set out in the report.

The findings of the Strategic Housing Market Assessment are also a key piece of evidence in objectively assessed need, and these are in the same order as a number of the consultants' scenarios. Further work on the economic forecasting, in particular, and an update of national projections will take place in the coming months to determine an exact housing target to be included in the new Local Plan.

It is proposed that at this stage work on the new Local Plan and its evidence base will proceed on the basis of an objectively assessed housing need figure for the district in the range of 750 to 950 new dwellings per annum.

Over the coming year the Council will need to decide on the exact housing provision figure to be proposed in the draft Local Plan, taking into account the evidence then available to the Council.

Councillor R Walters, Chairman of the Local Development Framework Sub-Committee, introduced the report and moved that the recommendation set out within it be approved. The motion was seconded by Councillor Lady Newton.

Councillor Lady Newton has approached government, writing a letter to Nick Boles, Parliamentary Under Secretary of State for Planning, and has agreed that she will circulate this letter, and the response received to all Members.

DECISION: To determine that work on the new Local Plan will proceed on the basis of an objectively assessed housing need figure for the District 2014-2033 in the range of 750-950 dwellings per year.

REASON FOR DECISION: To determine a likely range of objectively assessed need for housing to inform the evidence base for the Local Plan.
NOTIFICATION OF CHANGES TO THE LOCAL DEVELOPMENT FRAMEWORK SUB-COMMITTEE

INFORMATION: At the Full Council meeting on the 30th June 2014, the decision was made to not submit the Site Allocations and Development Management Plan to the Planning Inspectorate for examination, but to instead begin work immediately on a new Local Plan.

Following changes to Planning Legislation and the introduction of the National Planning Policy Framework, the Development Plan Documents are referred to as Local Plans rather than Local Development Frameworks.

Accordingly, in order to clarify the role of the relevant Sub-Committee of the Cabinet, the Leader intends to change the title of the Sub-Committee and adjust the terms of reference to accurately reflect current Government policy.

The change does not alter the membership or the key functions of the Sub-Committee which will continue to consider the development of the Local Plan.

The detailed changes are set out in the body of the report.

DECISION: To note the proposed changes.

REASON FOR DECISION: To ensure Council is appraised of the circumstances for the change in the Sub-Committee structure.

REPORT OF DECISION OUTSIDE BUDGET FRAMEWORK IN RESPECT OF THE PURCHASE OF 850 THE CRESCENT, COLCHESTER BUSINESS PARK, COLCHESTER

INFORMATION: Following Council, work was undertaken by the Council to secure the purchase of the property. On the 10th July 2014 the Council was informed that the vendor had decided not to proceed with the sale of the property. The Council was informed that the vendor has completed on another transaction and no longer had a need to dispose of the property. This was extremely disappointing news as the Council was very close to exchanging contracts.

Officers contacted the vendor to ascertain the full reasoning for the decision and to see if the vendor would reconsider his position. The vendor indicated that his position had now changed and he was reviewing his investment strategy. He agreed to reconsider his decision on this property and following advice from his retained consultants he advised he would be prepared to dispose of the property for £3.95 million, provided the Council could exchange and complete quickly. The vendor was not prepared to wait until the next Council meeting on 15 September 2014 for a decision to proceed.

The Council’s agent has advised that the revised price reflects the current market demand for property and represented an appropriate transaction for the Council.

The purchase at this revised price required an additional £365,000 of capital funding over that previously agreed by Council. The increase being to cover the acquisition and additional purchase costs. The initial gross yield reduced to 7.0%, which is still considered to represent good value for the Council.
It was considered that this investment opportunity provided many benefits to the Council including supporting the delivery of key corporate priorities, realising valuable revenue income and provides a relatively low risk investment.

In accordance with the Council Procedure Rules Part 2 Budget and Policy Framework, Nicola Beach as Chief Executive, with the consent of the Chairman of the Overview and Scrutiny Committee (obtained on the 21st July 2014), has the ability to allocate funds outside the usual budget process.

In making this decision careful consideration was given to the risk of waiting for the next Council meeting given the vendor’s clear statement that the transaction needed to exchange quickly. Secondly, consideration was given to calling a meeting of full Council on an extraordinary basis. Given the summer period and the limited nature of the business it was considered that this would have been a disproportionate step. Accordingly it was considered that this was an urgent decision and it was not practical to convene a quorate meeting of the Council.

Accordingly on 24 July 2014, Nicola Beach as Chief Executive authorised the allocation of £365,000 of capital funding to this purchase.

**DECISION:** Council notes the decision of the Chief Executive.

**REASON FOR DECISION:** To note the urgent decision made by the Chief Executive.

**REPORTS FROM THE LEADER AND CABINET MEMBERS AND ORAL QUESTIONS FROM COUNCILLORS - PUBLIC SESSION**

**INFORMATION:** The Chairman invited the Leader and the Cabinet Members to introduce their reports. Following this, the Chairman invited Members to ask questions. Questions were not limited to the content of the reports and could be about matters relating to a portfolio, the powers and duties of the Council, or to the District.

Consideration was given to the reports of the Leader and Cabinet Members.

Councillor Beavis, Cabinet Member for People and Participation, added to her report that she was delighted to attend the opening of the new Witham Leisure Centre, which represented £9.5 million of capital investment, and looking at figures in the District around obesity and healthy lifestyles, it is already noticeable that this facility will be an asset for the people of Witham.

Councillor Beavis also added the success of the Tour de France, and would like to thank BDC staff for the organisation and effort that went on to the event. Local evidence now suggests that cycling is becoming the number one participation sport for adults in our District.

Councillor Bebb, Cabinet Member for Performance and Efficiency, added to his report that council tax and business rates have exceeded their targets and the Council are due to conduct a review on the single persons discount on council tax. Of the 65,000 council tax bills distributed around 20,000 of those are entitled to a single person’s discount. Householders can sometimes neglect to inform the Council of any changes of circumstances. There will be a polite reminder in the press in September advising that the review is due to start in October, giving people the opportunity to advise the Council of any changes of circumstances. Failure to do so could result in the penalty of a fine.

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Councillor Bebb also added, in relation to Treasury Management, a decision has been made that out of the £30-40 million pounds of investment funds, the Council has allocated £10 million that is not needed to be called upon quickly. Meetings have taken place with various fund managers and with direction from the Council’s financial advisors these have narrowed down to 4 investment funds. Discussions have been held with the fund managers to ensure they accord with the Council’s particular needs and the decision has been made to invest in Threadneedle, M&G, Schroders and the Local Authority Property Fund. £10 million will be invested in those funds, with half going in over the next couple of weeks and the remaining balance to be added in the autumn to balance out the timing for markets.

From this £10 million investment, the Council will have a return income of in excess of £500,000, instead of the £67,000 they would of received otherwise. This demonstrates a substantial increase and a much better use of investments.

Councillor Lady Newton, Cabinet Member for Planning and Property, brought Members attention to an error in her report. Page 62, Development Management, Forest Road, Witham is referred to which is in the Parish of Rivenhall.

Councillor Schmitt, Cabinet Member for Place added to her report the changes to refuse collection over the Christmas and New Year period. Refuse operations will be running as usual to ensure the public are as least inconvenienced as possible. The changes are as follows;
- Monday 22\textsuperscript{nd} December, collection will take place 2 days early, the following Tuesday, Wednesday and Thursday collections will be 1 day early and Friday will be 1 day late.
- On the New Year week, collections on Monday, Tuesday and Wednesday will be as normal and collections on Thursday and Friday will be 1 day late.
- Details will be circulated to all Members and Parish and Town Councils. Notices will be released in the press and displayed on the Council webpage. In the run up to Christmas stickers regarding the changes will be placed on bins.

As in previous years, green waste will be suspended over the 2 weeks during the holiday season.

Councillor Siddall, Cabinet Member for Prosperity and Growth added to his report that Witham Industrial Watch secured its renewal of the Business Improvement District for a further 5 years. Councillor Siddall attended the meeting prior to the ballot and was pleased to hear there was not a dissenting voice in the room. He is keen to see it rolled out to other industrial estates across the District, which the economic team will be working on launching. Witham Industrial Watch are also keen to help as they have seen first-hand the many benefits of the scheme.

Members asked several questions arising from the reports. A webcast of the questions to and responses of Cabinet Members is available on the Council’s website at: http://www.braintree.public-i.tv/core/

The main topics covered were as follows:
- Meetings with the District MP’s.
- Cabinet Member promotion of the final round of Mi Community.
- The lack of health facilities in Witham.
- Positive feedback from the Witham Leisure Centre.
- Volunteers for the community transport service.
- Flexibility of treasury management funds.
- Works at Marks Farm Roundabout, Braintree.
- Update on possible improvements to the A131.
- Urgent need to carry out meaningful work at Galleys Corner, Braintree.
- Braintree District Access Group identified improvements and charges to be published for blue badge car parking.

42 LIST OF PUBLIC MEETINGS HELD SINCE LAST COUNCIL MEETING

INFORMATION: No matters were raised.

43 CHAIRMEN’S STATEMENTS – PUBLIC SESSION

INFORMATION: No statements were made.

44 STATEMENTS BY MEMBERS - PUBLIC SESSION

INFORMATION: No statements were made.

45 BUSINESS OF EXTERNAL ORGANISATIONS

INFORMATION: There were no reports received from Council representatives on external organisations, or issues raised.

There were no matters raised in Private Session.

The meeting commenced at 7.15pm and closed at 8.55pm.

Councillor S A Wilson
(Chairman)