

Ward, will vary depending on the application and type of S106 – it is normally as soon as a draft is in place. Following concerns from Members that this was not the case, Councillor Hicks proposed that a report giving full details be brought to the next meeting.

Councillor Christie asked that the Planning Department inform Ward Members where S106 Agreements have not been signed.

Minute 182 – Repairs to the Pilot Boat

The Head of Communities & Place confirmed that works to the pilot boat had now been carried out and he would ask the Operational Services Manager to circulate costs.

189. ACTION LIST

Minute 180 – S106 Monies

This matter had been discussed under the previous item, and although marked as completed this was not the case. The Head of Communities & Place agreed to look into this and to ensure the lists will be included monthly in the Members Bulletin.

190. PUBLIC CONTRIBUTIONS

There were no public contributions.

191. FORWARD PLAN

The Forward Plan was noted.

192. DECLARATIONS OF INTEREST

Declarations of interest were made when the specific agenda items to which they related were under discussion.

193. AGREEMENT OF AGENDA BETWEEN PARTS I AND II

There were no Part II items.

194. URGENT MATTERS OF INFORMATION TO BE BROUGHT FORWARD WITH THE PERMISSION OF THE CHAIR AND THE COMMITTEE

Councillor Hicks raised concerns that face to face Committee meetings are still being held when Covid numbers in Torridge are the worst in the country and suggested future meetings are held via zoom.

The Chief Executive explained that legislation does not allow the Council to hold Committee meetings via zoom – there is no alternative but to hold face to face meetings. He highlighted the importance of Members attending meetings and

referred to Full Council scheduled for 13 December 2021 when critical decisions will need to be made and the significant impact should those decisions not be taken.

The Chief Executive confirmed he would discuss this matter at a scheduled meeting with the MP next week. The Local Government Association have also been lobbying the Government on this subject matter on behalf of all Councils.

Councillor Brenton said he had been approached by residents in relation to the closure of Link Centres in North Devon, Holsworthy and Bideford, and asked if the Authority had been contacted by Devon County Council as a consultee to this proposal. Councillor James advised it is proposed that Barnstaple, Ilfracombe and Bideford stay open and Holsworthy to move to a new site. Information on this matter had previously been included in the Members Bulletin.

195. TDC CARBON FOOTPRINT

The Public Health & Housing Manager presented the report, the purpose of which was:

1. To inform Members of the outcome of the Council's carbon footprint review
2. To make members aware of the opportunities to "Avoid Reduce Replace Offset" emissions
3. That this report provides a basis for discussion for members on our way forward

The following matters were raised during the discussion:

- Carbon cost of collecting recycling – this is a matter being discussed in the Climate Change Working Group.
- Solar panels on the roof of Riverbank House – applying to Ofgem for credits – therefore unable to report on offset emissions at present.
- Bideford Sustainable Group have planted trees on Torridge land (skate park) – this can be included in the audit.

Councillor Hames, as Chair of the Climate Change Working Group, thanked the Public Health & Housing Manager and Donna Sibley, Sustainability and Climate Officer for their work in producing the carbon audit.

Members noted the report.

196. FIT AND PROPER PERSONS - FEE SETTING FOR PARK HOME OPERATORS

The Public Health & Housing Manager presented this item and gave an overview of the report. The Committee were advised that the Fit and Proper Persons check is

a new legal requirement on regulators/relevant site operations and is an additional licensing function for which a fee can be charged for its implementation.

When discussing this matter, the Public Health & Housing Manager addressed concerns raised and responded to questions asked. This included the following:

- The Register will be open to the public.
- There is no legal liability on the Authority should the approved Fit & Proper person fall short of the requirements for dealing with their sites. The legal requirement will be on the Operator to meet provisions.
- Fee is for five years and will be reviewed after the first year as part of the normal fees and charges process. However, if there is a change in the licence holder or management of the site, it is for the Operator to inform Officers and there will be a fee for the new person.
- Inspections of caravan sites were not carried out last year due to Covid, but they are, in normal circumstances, carried out on an annual basis.

Following a question from Councillor Laws who asked if one person can be a Fit and Proper person for more than one site, the Public Health & Housing Manager advised she would check this out and get back to him.

The Public Health & Housing Manager agreed for Members with concerns or needing clarification on any site, to contact her.

It was proposed by Councillor James, seconded by Councillor Laws and –

Resolved:

1. That the new Fit and Proper Persons checks for operators of designated mobile home site be noted.
2. That the Fit and Proper Person Assessment Fee Policy for TDC be approved.
3. That the Fit and Proper Person Determination Policy for TDC be approved.
4. That the Fit and Proper Person Assessment fee for 21/22 be approved.

(Vote: For – Unanimous)

197. COUNCILLOR LEATHER - WRITTEN NOTICE OF MOTION

Councillor Leather presented his Notice of Motion which had been forwarded to this Committee for consideration by Full Council:

The Notice of Motion was as follows:

“This Council is concerned regarding pets given as prizes via fairgrounds, social media and other channels. We are concerned for the welfare of those animals that are being given as prizes and recognise that many incidents of animals being given as prizes

may go unreported each year. I ask this council to support a ban on the giving of live animals, in any form, on Torridge District Council land. That we write to the UK Government, urging an outright ban on the giving of live animals as prizes on both public and private land.”

Following a brief discussion, it was proposed by Councillor Brenton, seconded by Councillor Gubb and -

Resolved:

That Councillor Leather’s Notice of Motion be supported, and that a letter be sent to the Government requesting that support be given to the banning of all live animals as prizes on land nationwide.

(Vote: for 9, Against 1, Abstentions 1)

198. NORTH DEVON+ BUSINESS SUPPORT UPDATE

The purpose of the report, presented by the Head of Communities & Place, was to update Members on the range of business support activities currently being provided by North Devon+.

The Head of Communities & Place informed Members of the following update to the report:

- Now engaged with 44 SME clients, 36 have had one to one appointments with a Business Advisor.
- Of the small grants applications currently being processed 21 are from Torridge and 24 are from North Devon,

The Head of Communities & Place responded as follows to points raised:

- ARG funding - A property developer is eligible and is not precluded from the Scheme
- Kickstart Scheme – the Government criteria states only those claiming Universal Credit.
- Business Advisors – currently using those employed by ND+ and all are accredited business advisors. Looking to hire two on Consultancy basis.

Members noted the report.

199. QBR 2

The Finance Manager & S151 Officer presented the report, the purpose of which was for Members to consider the recommendation from Internal Overview & Scrutiny regarding the utilisation of the projected surplus for 2021/22 of £853k as per the Quarterly Business Report (QBR) for the period ending 30th September 2021

The Finance Manager & S151 Officer reported on the key favourable and adverse variances as set out in the report and emphasised the pressures for the Authority going forward.

Following a brief debate it was proposed by Councillor James, seconded by Councillor Hodson and -

Resolved:

That the recommendation from Internal Overview & Scrutiny Committee to utilise the projected financial surplus for 2021/22 of £853k as detailed below be approved:

- £100k to Apprentice Reserve
- £153k to Trainee and Graduate Succession Planning Reserve
- £600k to Transition in Government Funding Reserve

(Vote: For – Unanimous)

200. URGENCY PROCEDURE

The purpose of presenting this item was for Members to note the urgent decision recently taken under the Council's Urgency Procedure.

In accordance with the Constitution there is a requirement for decisions to be reported to the next appropriate Community & Resources Committee explaining the reason for the urgency.

The Committee noted the report.

The meeting commenced at 6pm and closed at 7.07pm.