

Minutes of a meeting of the **SOUTH HOLLAND DISTRICT COUNCIL** held in the Council Chamber, Council Offices, Priory Road, Spalding, on Wednesday, 26 February 2020 at 6.30 pm.

PRESENT

F Biggadike (Chairman)

B Alcock  
J Avery  
A C Beal  
H J W Bingham  
M D Booth  
C J T H Brewis  
P E Coupland  
A C Cronin  
T A Carter  
A Casson  
H Drury

R Gambba-Jones  
R A Gibson  
R Grocock  
M Hasan  
J L King  
C J Lawton  
J D McLean  
A M Newton  
N H Pepper  
G A Porter  
J L Reynolds

G T D Rudkin  
G P Scalese  
M D Seymour  
G J Taylor  
A C Tennant  
J Tyrrell  
S C Walsh  
D J Wilkinson  
A R Woolf

In Attendance: Chief Executive, Shared Executive Director Commercialisation (S151), Shared Executive Director Place, Shared Executive Manager Governance and Democratic Services Team Leader.

Action By

**105. APOLOGIES FOR ABSENCE.**

Apologies for absence were received from or on behalf of Councillors J Astill, P Redgate, S Slade, E Sneath and N Worth.

**106. MINUTES**

That the minutes of the meeting held on 22 January 2020 be signed as a correct record.

**107. DECLARATION OF INTERESTS.**

There were none.

**108. CHAIRMAN'S ANNOUNCEMENTS.**

Chairman was saddened to announce the passing of Linda Asher. Linda had been a member of the Legal and Democratic Services Team and worked for South Holland District Council for almost 20 years until her retirement in 2008.

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Chairman passed the Council's condolences to her family and friends.

**109. ANNOUNCEMENTS BY LEADER AND MEMBERS OF THE CABINET.**

There were none.

**110. QUESTIONS ASKED ON NOTICE UNDER STANDING ORDER 6**

**The following questions were received from Councillor A Newton in regard to Fees and Charges:**

1. Could you let me know, please, all the expenses relating to the market? I can see 19/20 budget is £105,000 and projected income is £90,000.

Answer

**SHDC Markets**

<b>Category</b>	<b>Budget 20/21</b>
Employee Related Expenditure	£108,000
Premises Related Expenditure	£17,400
Supplies & Services	£38,400
Transport Related Expenditure	£3,200
Depreciation and Impairment	
Losses	£1,300
Income	(£85,000)
<b>Grand Total</b>	<b>£83,300</b>

2. How is the figure of £20,000 arrived at for Additional Income Raised?

Answer

The figure of £20k is a reduction in income and not an increase due to a drop in trader numbers. The service is happy to meet with Cllr Newton to run through how the figures are arrived at.

3. How many operatives are used to put up and take down the stalls?

Answer

At this present time the number of stall erectors we use are as follows:

- Tuesday morning. 1 tractor driver + 5 stall erectors. Tuesday afternoon. 1 tractor driver + 4 stall erectors.
- Saturday morning. 1 tractor driver + 5 stall erectors. Saturday afternoon. 1 tractor driver + 4 stall erectors.

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- The tractor driver also works Monday and Friday afternoons to put out the trailers.

4. How many years have that number of operatives been used?

Answer

One stall erector was reduced when we stopped putting the covers on the stalls. 1<sup>st</sup> April 2017.

5. How many hours per session are they allocated/paid?

Answer

The tractor driver gets paid for 2 hours on Monday and Friday and 2 ½ hours Tuesday/Saturday mornings and afternoons.

The stall erectors get paid for 2 hours Tuesday mornings and afternoons and 2 ½ hours for Saturday mornings and afternoons due to increased stall numbers.

6. If the market is cancelled, are they still remunerated?

Answer

Yes

7. What is the proposed increase in fees per stall?

Answer

The cost of providing a stall for registered traders has been proposed to increase by 50p per week

8. What number of stalls are regularly let on Tuesday and Saturdays, say from January 2020, and what was the figures for the same period 2019?

Answer

January 2019

Tuesday 40 council stalls. 176 feet own units/stalls.  
Saturday 38 council stalls. 102 feet own units/stalls.

January 2020

Tuesday 31 council stalls. 130 feet own units/stalls.  
Saturday 32 council stalls. 98 feet own units/stalls.

9. I can see in the comments column that stall holders are expected to drop if fees and charges are increased. By how many?

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Answer

We are expecting a drop in stall holder numbers as a result of retirement and a continuation of the trend (see 8 above) in the reduction of stall holders.

10. There are 2 National Federation of market traders on Spalding Market that are appointed by the other traders as their representatives/links to management. Where they consulted?

Answer

We have 2 NMTF reps on the market, these are not appointed by the other traders but by the NMTF. We do have a market rep appointed by us.

The last time they were consulted was when the decision was taken for the traders to put their own top covers on.

11. I cannot find any saving in the budget papers under employee's related expenditure 2018-19 – the budget papers should show more detail in relation to expenses as well as income.

Answer

When setting a whole council budget it will out of necessity be relatively high level – Portfolio Holders have access to much more detailed information in terms of granularity – if members wish to see more detail this is something we can consider for the future.

**The Portfolio Holder for Place and the Portfolio Holder for Finance provided the responses.**

Councillor Newton thanked the Members and Officers for their responses and was pleased that Cabinet had taken the decision to freeze the Market fees.

**111. QUESTIONS ASKED WITHOUT NOTICE UNDER STANDING ORDER 7**

**Question to:** Portfolio Holder for Place, Councillor Gambba-Jones

**Question from:** Councillor Newton

**Topic:** Building on flood plains in the District

Councillor Newton echoed concerns from members of the public regarding building on flood plains and enquired about the responsibilities of the Council.

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Councillor Gambba-Jones stated that this is a wide ranging issue to which the Council has given significant consideration. The Authority was the second Council in the country to approve a strategy for flood risk; working with the Drainage Board, using modelling, all factors and information to cater for all planning applications. Councillor Gambba-Jones stated that he was confident that the Council ensures the safety of properties, taking all necessary local and national measures in order to comply with legal requirements.

**Question to:** The Leader, Lord Porter

**Question from:** Councillor Booth

**Topic:** Policy on viruses and pandemics

Further to two schools being closed in the District due to Coronavirus,

Councillor Booth asked whether there was a policy regarding viruses and pandemics. The Leader responded that the schools had closed as a precautionary measure due to students returning from high risk countries and that the latest updates would be made available by the Council online and in local newspapers.

**Question to:** The Leader, Lord Porter

**Question from:** Councillor Brewis

**Topic:** Funding for Long Sutton and Sutton Bridge

Councillor Brewis wanted to know why funding made available for Spalding and Holbeach regeneration had excluded Sutton Bridge and Long Sutton. The Leader responded that Sutton Bridge and Long Sutton had not been excluded, the funding was specific to Spalding and Holbeach. Councillor Brewis pointed out that a poster at Lincolnshire County Council (LCC) specifically mentioned Crowland and The Leader advised Councillor Brewis to speak to LCC regarding the error.

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**112. COMMITTEE MINUTES**

- a) Joint Performance Monitoring Panel and Policy Development Panel - 14 January 2020

**DECISION:**

That the minutes be received.

- b) Planning Committee - 15 January 2020

**DECISION:**

That the minutes be received.

- c) Governance and Audit Committee - 16 January 2020

**DECISION:**

That the minutes be received.

- d) Policy Development Panel - 21 January 2020

**DECISION:**

That the minutes be received.

- e) Performance Monitoring Panel - 29 January 2020

**DECISION:**

That the minutes be received.

**113. KEY DECISION PLAN**

**DECISION:**

That the Key Decision Plan be received.

**114. FINAL BUDGET, MEDIUM TERM PLAN AND CAPITAL STRATEGY**

Consideration was given to the report of the Portfolio Holder for Finance and the Executive Director Commercialisation (S151) which presented the General Fund and Housing Revenue Account 2020/21 revenue and capital estimates and the Final Financial Medium Term Plan.

The Portfolio Holder for Finance introduced the report and advised that there were no significant changes to the budget and highlighted the following areas:

- Challenges presented over the financial year from temporary accommodation for homeless people and the downturn in planning income totalled £670k pressure in the budget.
- 2021 would see the last of the Revenue Support Grant and Rural Services

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Grant (£435k). 4 years ago the Council received grants totalling £1.5m. £1m had been lost to date with the remainder set to be lost over the next year.

- The Council took the middle ground on funding assumptions with business rates.
- There had been a delay to the Government Fair Funding review so it had been assumed that there were no financial changes.
- The Council would receive an allocation of New Homes Bonus again this year which would go towards more commercial opportunities and to invest in towns, villages and parishes.
- Central Government announced in January additional business rates relief which would benefit 190 district businesses commencing April 2020.
- Garden waste collection fees were to increase by £3 per year.
- Council tax would increase by 10p per week for a band D home.
- The increased Drainage Board levies equated to 50% of the District's Council tax.
- The Pride initiative had been built into the base budget to enhance towns, villages and parishes.
- Household waste collections continued to be every week.
- The Council will continue to build on the new homes success of 2019/20 with £2.55m to be invested in new affordable homes.

The Portfolio Holder for Finance proposed the recommendations contained within the report, subject to there being no increase to the Market fees which will be reviewed in conjunction with the general review of fees and charges in October.

**DECISION:**

That Council approves:

- a) That the Revenue Estimates for the General Fund, Housing Revenue Account and Spalding Special Expenses for 2020/21 (Appendices A, B, C and I) be approved.
- b) That the use of reserves (Appendix D) be approved.
- c) That the Council Tax for a Band A property in 2020/21 be set at £119.82 (a £3.30 per annum increase on 2019/20 levels) and band D £179.73 for 2020/21 (a £4.95 per annum increase on 2019/20 levels).
- d) That the Spalding special expense for a Band A property be set at £15.88 for 2020/21, (previously £15.78 in 2019/20) and Band D £23.82 for 2020/21, (previously £23.67 in 2019/20).
- e) That the Medium Term Financial Strategy (Appendix B) be approved.
- f) That Housing Revenue Account weekly dwelling rents increase by 2.7% over the previous year, 2019/20, with effect from Monday 6 April 2020. This is in line with current government guidelines and legislation.
- g) That the Capital Strategy and Capital Programme (Appendices E and F) be approved.
- h) That the Treasury Management Strategy, including the Minimum Revenue Provision policy and Investment Strategy be approved. (Appendix G and

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- H).
- i) That, subject to the entry for market stalls fees being amended so as not to show an increase, the fees and charges shown in Appendix J be approved for adoption from 1 April 2020

*In accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014 a recorded vote was taken on the recommendations (Final Budget, Medium Term Plan and Capital and Treasury Strategy). The vote was as follows:*

For	Against	Apologies/Absent
Councillor Alcock		Councillor Astill
Councillor Avery		Councillor Redgate
Councillor Beal		Councillor Slade
Councillor Biggadike		Councillor Sneath
Councillor Bingham		Councillor Worth
Councillor Booth		
Councillor Brewis		
Councillor Carter		
Councillor Casson		
Councillor Coupland		
Councillor Cronin		
Councillor Drury		
Councillor Gambba-Jones		
Councillor Gibson		
Councillor Grocock		
Councillor Hasan		
Councillor King		
Councillor Lawton		
Councillor McLean		
Councillor Newton		



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Councillor Pepper		
Councillor Porter		
Councillor Reynolds		
Councillor Rudkin		
Councillor Scalese		
Councillor Seymour		
Councillor Taylor		
Councillor Tennant		
Councillor Tyrrell		
Councillor Walsh		
Councillor Wilkinson		
Councillor Woolf		

**115. COUNCIL TAX SETTING 2020/21.**

Consideration was given to the report of the Portfolio Holder for Finance and the Executive Director – Commercialisation (S151) which sought the Council’s approval for the setting of the amounts of Council Tax applicable for 2020/21 for each valuation band and in each part of the district.

The Executive Director – Commercialisation (S151) introduced the report. She stated that this was the annual Council Tax Setting report and that the changes would mean that for a band D Council Tax property, there would be an annual increase of £23.82, a 0.63% increase.

**DECISION:**

- 1) That Council approves that the charge to be levied on the Council Taxpayers of Spalding for services provided in their town (Spalding Special Estimates) will be £223,200 for 2020/21. This equates to a band D equivalent charge of £23.82 (£23.67 for 2019/20), a 0.63% increase.
- 2) That Council approves the formal Council Tax resolutions for 2020/21 as set out in

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Appendix A to the report and reproduced as below:

**1.8 Council Tax Resolutions**

The required resolutions for the approval of the levels of Council Tax are set out at **Appendix A**. The figures relating to the District Council and the average of the parishes are summarised in the following table:

Resolution Ref	Description	SHDC	Parish Precept (incl Spalding Special)	Total
		£	£	£
3a	Gross expenditure	38,846,300	1,120,494	39,966,794
3b	Gross Income	33,725,479	0	33,725,479
3c		<b>5,120,821</b>	<b>1,120,494</b>	<b>6,241,315</b>
1a	Tax base	<b>28,492</b>	<b>28,492</b>	<b>28,492</b>
3d 3f	Band D Council Tax	<b>179.73</b>	<b>39.33</b>	<b>219.05</b>

**COUNCIL TAX RESOLUTIONS**  
**APPENDIX A**

**Council is recommended to approve the following resolutions:**

- 1 It is to be noted that on 10 December 2019 the Council calculated: -
  - (a) the Council Tax Base 2020/21 for the District as **28,492** (item T in the formula in section 31B(3) of the Local Government Finance Act 1992, as amended) and;
  - (b) Dwellings in those parts of the district to which a Parish precept relates as shown in **Appendix B**
2. Calculate that the Council Tax requirement for the Council's own purposes for 2020/21 (excluding Parish precepts and Spalding Special Expenses) is **£5,120,821**
- 3 That the following amounts be calculated by the Council for the year 2020/21 in accordance with Sections 31 to 36 of the Local Government Finance Act 1992 as amended (the Act): -

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- (a) **£39,966,794** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act;
- (b) **£33,725,479** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act;
- (c) **£6,241,315** being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council, in accordance with Section 31A(4) of the Act, as its Council Tax requirement for the year (item R in the formula in Section 31a (4) of the Act);
- (d) **£219.05** being the amount at 3(c) divided by the amount at 1(a) (item T), calculated by the Council, in accordance with Section 31B(1) of the Act, as the basic amount of Council Tax for the year (including Parish precepts);
- (e) **£1,120,494** being the aggregate amount of all special items (Including Parish precepts) referred to in Section 34(1) of the Act (see **Appendix B**);
- (f) **£179.73** being the amount at 3(d) less the result given by dividing the amount at (e) by the amount at 1(a) calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of council tax for the year for dwellings in those parts of its areas to which no special item relates;
- (g) The figures shown in **Appendix C**, being the amounts given by adding to the amount at 3(f) the amounts of the special item or items relating to dwellings in those parts of the district divided in each case by the amount at 1(b), calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate;
- (h) The figures shown in **Appendix D**, being the amounts given by multiplying the amounts at 3(f) and 3(g) by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act as the amounts to be taken into account for the year in respect of

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categories of dwellings listed in different valuation bands.

- 3) That it be noted that for the year 2020/21 the Lincolnshire County Council (LCC) and the Police and Crime Commissioner (PCC) for Lincolnshire have stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:-

Counc Tax	A £	B £	C £	D £	E £	F £	G £	H £
<b>LCC</b>	891.72	1,040.34	1,188.96	1,337.58	1,634.82	1,932.06	2,229.30	2,675.16
<b>PCC</b>	167.58	195.51	223.44	251.37	307.23	363.09	418.95	502.74

- 4) That having calculated the aggregate in each case the amounts at 3(h) and 4 above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the amounts shown in **Appendix E** as the amount of Council Tax for 2019/20 of the categories of dwellings shown.
- 5) **Appendix F** provides definitions for the formal Council Tax resolution.

*In accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014 a recorded vote was taken on each Budget decision. The vote was as follows:*

For	Against	Apologies/Absent
Councillor Alcock		Councillor Astill
Councillor Avery		Councillor Redgate
Councillor Beal		Councillor Slade
Councillor Biggadike		Councillor Sneath
Councillor Bingham		Councillor Worth
Councillor Booth		
Councillor Brewis		
Councillor Carter		
Councillor Casson		

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Councillor Coupland		
Councillor Cronin		
Councillor Drury		
Councillor Gambba-Jones		
Councillor Gibson		
Councillor Grocock		
Councillor Hasan		
Councillor King		
Councillor Lawton		
Councillor McLean		
Councillor Newton		
Councillor Pepper		
Councillor Porter		
Councillor Reynolds		
Councillor Rudkin		
Councillor Scalese		
Councillor Seymour		
Councillor Taylor		
Councillor Tennant		
Councillor Tyrrell		
Councillor Walsh		
Councillor Wilkinson		
Councillor Woolf		

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**116. CORPORATE PLAN REFRESH 2020-2023**

Consideration was given to the report of the Executive Director of Strategy and Governance, which presented the first refresh of the annual Corporate Plan for the period 2020-2023.

The Executive Director of Strategy and Governance stated that this was not a rewrite of the current corporate plan; just a refresh with Appendix A including all the proposed amendments and Appendix B setting out the proposed critical activities.

**DECISION:**

That the contents of the report are noted and that Council formally adopts the proposed amendments to the Corporate Plan 2020-2023.

**117. PAY POLICY STATEMENT 2020/21**

Consideration was given to the report of the Portfolio Holder, Governance and Customer and Executive Director, Strategy and Governance which sought the annual approval of the Pay Policy Statement.

**DECISION:**

That the Pay Policy Statement be approved.

**118. REPORT FROM OUTSIDE BODIES**

Consideration was given to the report of Councillor Scalese which provided an update to the Council following the latest meeting of the Health Scrutiny for Lincolnshire Committee.

**DECISION:**

That the contents of the report be noted.

**119. NOMINATIONS FOR COMMITTEES AND OTHER SEATS AND PROPOSED CHANGES TO THE CONSTITUTION.**

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There were none.

**120. ANY OTHER ITEMS WHICH THE CHAIRMAN DECIDES ARE URGENT**

There were none.

**121. EXCLUSION OF THE PRESS AND PUBLIC**

**DECISION:**

That, under section 100A (4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in paragraph 1,2,3 & 4 of Schedule 12 (A) of the Act.

**122. CONTRACTS & PROCUREMENT OFFICER POST**

Consideration was given to the report of the Corporate Contracts and Procurement Manager which sought approval to amend the establishment in order to make permanent the current temporary post of Contracts and Procurement Officer.

The report was introduced by the Portfolio Holder for Governance and Customer in absence of the Deputy Leader.

**DECISION:**

That the role of Contracts and Procurement Officer (shared) be made a permanent post.

(The meeting ended at 7.15 pm)

(End of minutes)