

# Eden District Council

## Cabinet Minutes

**Date: 18 October 2022 Venue: Upper Eden Rugby Club,  
Pennine Park, Westgarth Road, Kirkby Stephen, CA17 4TF  
Time: 6.00 pm**

### Present:

Chair: Councillor V Taylor

Vice Chair: Councillor M Robinson

Councillors: J Derbyshire M Tonkin  
K Greenwood

Officers Present: Ian Frost, Interim Chief Executive  
Marianne Bastille, Assistant Director Finance  
Paul Sutton, Interim Director of Resources  
Les Clark, Deputy Chief Executive  
Amanda Yellowley, Assistant Director Customers,  
Performance & Housing  
Sophie Allinson, Solicitor  
Christina Ward, Solicitor

Democratic Services Officer: Lewis Powell

### **CAB/42/10/22 Apologies for Absence**

Apologies for absence were received by Councillor Sharp and Councillor Rudhall.

### **CAB/43/10/22 Minutes**

Proposed by Councillor Taylor  
Seconded by Councillor Robinson

and **RESOLVED** that the public minutes CAB/29/09/22 to CAB/41/09/22 of the meeting of this Cabinet held on 20 September 2022 be confirmed and signed by the Chair as a correct record of those proceedings.

### **CAB/44/10/22 Declarations of Interest**

No declarations of interest were received.

### **CAB/45/10/22 Questions and Representations from the Public**

**Councillor Jonathan Davies submitted the following question under Rule 5 of the Cabinet (Executive) Procedure Rules of the Constitution:**

Given the growing cost of living crisis with rising costs for food and heating that is already impacting many and will further impact a growing number of families and individuals this winter.

With many facing the decision of keeping warm or eating as many more are forced to turn to the support of food banks and many communities are looking to create warm spaces to help those unable to heat their homes this winter due to the spiralling costs of energy.

Does the leader and council agree that government and councils should act responsibly and ensure that they conduct their business reflective of the impacts the cost of living crisis is having on the community and focus on supporting the community.

**The Leader responded as follows:**

Yes, in conjunction with our existing statutory responsibilities and corporate priorities, especially towards the sustainability of the economy and environment.

**Councillor Jonathan Davies asked the following supplementary question:**

Residents across Eden are facing the most challenging times in decades with the cost of living crisis and the energy crisis and the rising mortgage payments, they are being stretched financially beyond breaking point. Does the Leader and indeed the rest of the Cabinet, feel it is right and appropriate that Eden Council should be holding a black tie three course dinner with wine to quote the Council's own statement on the dinner event, to apparently celebrate the success of the Council over the past few decades ahead of the changeover to a new combined authority in 2023. Just a fact check for the Council's Communications it is actually a unitary not a combined authority as the statement says on the Council's Facebook. To celebrate the success of this Council over the last few years will at best be a short list, maybe a list of the Council's failures will be a more appropriate offering, I can help with a great list.

But to hold a black tie three course dinner event by Eden Council at a time when families across Eden are facing a decisions of eating a meal or heating their homes. It is inappropriate, or deplorable, or even a repugnant slap in the face by Eden Council, and this administration, for the people of Eden, showing just how disconnected the Council is for the situation faced by many.

To quote Councillor Rudhall, who is unfortunately not hear this evening, in a recent social media post he made on the actual cost of living and energy crisis and the actions of other Councillors, Councillors need to get their priorities straight, I found myself agreeing with that statement.

Could I ask the leader and the Cabinet do they agree that they need to get their priorities right and to cancel the show of self-gratifying gratitude on the 11<sup>th</sup> with the three course dinner they had planned.

**The Leader stated that she would provide a written response.**

## **CAB/46/10/22 Questions from Members**

No questions were received from Members.

## **CAB/47/10/22 21-22 Q4 Provisional Outturn & 22-23 Q1 Monitoring**

*Councillor Greenwood joined the meeting at the commencement of this item.*

Members considered Report No: DoR77/22 of the Interim Director of Resources which sought to consider the provisional Outturn position for 2021 – 2022 and to review the position at Q1 of 2022-23 the Revenue Budget.

Proposed by Councillor Greenwood  
Seconded by Councillor Tonkin

and **RESOLVED** that Cabinet:

1. Noted the draft Revenue Outturn Position for 2021-22 of £311k underspend set out at 3.10
2. Endorsed the slippage of Revenue budgets of £206k from 21/22 to 22/23 as set out in Appendix 2 and recommend approval by Council
3. Noted the draft Capital Outturn Position for 2021-22 set out at 3.13
4. Endorsed the slippage of Capital budgets of £1,355k from 21/22 to 22/23 as set out in Appendix 3 and recommend approval by Council
5. Noted the Quarter 1 forecast outturn position for Revenue as set out in Appendix 4.

### **Reasons for the Decision/ Recommendation:**

The Cabinet is recommended to review this report to ensure that they are aware of the financial position of the Council to inform decisions.

*The Assistant Director Finance and Councillor Greenwood left the meeting at the conclusion of this item.*

## **CAB/48/10/22 Penrith Business Improvement District Renewal Ballot**

Members considered Report No: DCE44/22 of the Assistant Director Development which sought to inform the Cabinet of the timeline of the proposed renewal vote of the Business Improvement District (BID) in Penrith and to outline the financial and legal obligations of the District Council and Returning Officer

To provide information for a decision on the use of the Council's voting entitlement in the renewal ballot for the Business Improvement District (BID) in Penrith. The ballot will take place on 30 November 2022.

Proposed by Councillor Robinson

Seconded by Councillor Taylor

and **RESOLVED** that:

1. That the Interim Director of Resources as the Council's duly appointed Returning Officer for elections be requested to hold a ballot on the renewal vote of the Penrith Business Improvement District in compliance with the Business Improvement Districts (England) Regulations 2004.
2. That the Assistant Director Legal & Democratic Services be authorised to complete any necessary legal agreements required for the operation of the Business Improvement District Levy, renewal Ballot and service arrangements and any other necessary matters.
3. Members agree to use the Council's voting allocation in favour of Penrith BID renewal.
4. The Chief Executive is instructed to complete the ballot papers accordingly and submit them by the end of the ballot period on 30 November.

**Reasons for the Decision/ Recommendation:**

To support the Council's objectives to support businesses and to reinvent our town centres for the future.

**CAB/49/10/22 Eden District Council Community Fund Recommendations**

Members considered Report No: DCE/45/22 of the Assistant Director Communities which approval of grant funding awards from the Council's Community Fund to the three projects set out in Appendix A.

Proposed by Councillor Tonkin  
Seconded by Councillor Derbyshire

and **RESOLVED** that a grant from the Council's Community Fund is agreed for three projects set out in Appendix A, to a total of £20,488.65p.

**Reasons for the Decision/ Recommendation:**

Three applications are recommended for funding as outlined in Appendix A following considered by the Community Fund Partnership Panel.

**CAB/50/10/22 Records Retention & Disposal Policy**

*The Assistant Director Finance and Councillor Greenwood re-joined the meeting at the commencement of this item.*

Members considered Report No: DoR74/22 of the Assistant Director Legal and Democratic Services which sought to ensure consistent management of Council records in line with guidance and legislative requirements by adopting a policy framework for document management, retention and disposal.

With the approval of the Records Retention Policy and associated protocols officers of the Council:

1. will have a wider understanding of their obligations in regard to managing their records;
2. will have clarity on the management and retention of records; and
3. will be confident that records that are no longer needed or are of no use.

Proposed by Councillor Greenwood

Seconded by Councillor Tonkin

and **RESOLVED** that Cabinet:

1. approved the Records Retention and Disposal Policy attached to this report.
2. Delegated to the Assistant Director Legal and Democratic Services (MO) the power to make minor and consequential changes to the policy to ensure that it complies with legislation.
3. Delegated to the Assistant Director Legal and Democratic Services (MO) the power to make consequential changes to the associated Retention Schedule.

**Reasons for the Decision/ Recommendation:**

To detail the Council's operational commitment to records management and provide a framework for the management of records including document retention and disposal.

**CAB/51/10/22 Empty Homes Grant Policy**

Members considered Report No: DoR72/22 of the Assistant Director Customers, Performance & Housing which:

Sought approval for the Empty Homes Grant Policy and Procedure

Sought the approval for the Policy and Procedure to spend the Empty Homes Grant funding designated for this purpose to be adapted.

A Member queried if it was known how many applications were in the pipeline.

The Cabinet Members for Health and Housing responded that they haven't got any in the pipeline hence why the policy was simplified, there was 567 empty properties in the area.

A Member queried if the Council knew where these properties are, as Ward Members would be able to take up this issue in their parish.

The Assistant Director Customers, Performance & Housing confirmed this could be looked into and provided.

Proposed by Councillor Derbyshire

Seconded by Councillor Taylor

and **RESOLVED** that Cabinet approve the Empty Homes Grant Policy and Procedure.

**CAB/52/10/22 Any Other Items which the Chair decides are urgent**

No other items of urgent business were raised.

**CAB/53/10/22 Date of Next Scheduled Meeting**

The date of the next scheduled meeting of Cabinet was confirmed as 15 November 2022.

The meeting closed at 6.39 pm

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