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**David Marchant** LLB (Hons) BSc (Hons) CEng FICE FCMI  
**Chief Executive**

A **MEETING OF THE COUNCIL** of the Borough of Castle Point will be held in the Council Chamber, Council Offices, Kiln Road, Thundersley, on **WEDNESDAY, 28TH MARCH, 2018 at 7.30 p.m.**, and all Members of the Council, listed below, are hereby summoned to attend to transact the undermentioned business.

Councillors B.S. Wood,(The Worshipful the Mayor), A.C.Walter,(Deputy Mayor), A.J. Acott, J. Anderson, A.J.Bayley, D.A. Blackwell, B. Campagna, S. Cole, D.T. Cross, W.J.C. Dick, Mrs B. Egan, E. Egan, Mrs W. Goodwin,P.C. Greig, S.Hart, N.R. Harvey, R.C. Howard, J. Hudson, R. Hurrell, G.I. Isaacs, Mrs.J.King, N.E.Ladzrie, C.A. MacLean, P.J. May, C.E. Mumford, B.A. Palmer, J.A.Payne, Mrs. J. Payne, A. Partridge, C.G. Riley, Mrs C.J Sach, W.K.Sharp, A.G. Sheldon, T.F. Skipp, N.G. Smith, J.A. Stanley, A. Taylor, P.E.Varker, Mrs L. Wass, Mrs G. Watson and N. Watson.

**Chief Executive**

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## **AGENDA**

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### **PART I**

#### **(Business to be taken in public)**

Before commencing the business of the meeting, prayers will be offered by the Chaplain.

**1. Apologies for absence**

**2. Members' Interests**

**3. Minutes**

To receive the Minutes of the:

- Ordinary Council held on 6th December 2017.
- Special Council held on 17th January 2018.
- Special Council held on 14th February 2018.

**4. Mayor's Announcements**

The Mayor will report at the meeting.

- 5. Questions from members of the public of which Notice has been received**  
None have been received.
  - 6. Questions from Members of the Council of which Notice has been received**  
Questions have been received are attached
  - 7. To deal with any business from the last Council Meeting**  
At the meeting of the Council held on 6.12.2017 consideration of the following Notice of Motion given by Councillor Blackwell was deferred to this meeting:  
  
*'We call upon Castle Point Borough Council to adopt the public law partnerships guidelines for Members when using social media.'*  
A report is attached.
  - 8. Any explanations for urgent decisions taken by Cabinet**  
There are none.
  - 9. Consideration of recommendations from Cabinet:**  
Cabinet on 21.3.2018 is to receive the feedback on the recent Corporate Peer Challenge which is to be referred to Council .The Cabinet report is attached.
  - 10. Any References from the Scrutiny/Policy and Scrutiny or Regulatory Committees**  
There are none.
  - 11. Report from the Leader of the Council/Cabinet Member**  
The Leader is to report at the meeting.  
Attached is Item 5 (a) from Cabinet held on 21.3.2018 Leisure and Recreation Strategy Update on which the Cabinet Member for Environment Leisure will report.
  - 12. Notices of Motion**  
These are attached.
  - 13. Petitions submitted by Members of the Council of which Notice has been given.**  
No Notice has been received.
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## ORDINARY COUNCIL MINUTES

MINUTES of the Ordinary Meeting of the Council of the Borough of Castle Point held in the Council Chamber, Council Offices, Kiln Road, Thundersley on 6th December 2017.

**PRESENT:** Councillors B.S. Wood (The Worshipful the Mayor), A.C.Walter, (Deputy Mayor), A.J. Acott, D.A. Blackwell, B. Campagna, S.P.Cole, W.J.C. Dick, Mrs B.Egan, E. Egan, Mrs W. Goodwin, P.C. Greig, S.Hart, R.C. Howard, J. Hudson, R. Hurrell, C.A. MacLean, P.J. May, C.E. Mumford, B.A. Palmer, A. Partridge, C.G. Riley, Mrs C.J Sach, A.G. Sheldon, T.F. Skipp, N.G. Smith, J.A. Stanley, A. Taylor, P.E.Varker, Mrs L. Wass. Mrs G. Watson and N. Watson

Apologies for absence were received from Councillors: J. Anderson, A.J.Bayley, D.T. Cross, N.R. Harvey, G.I. Isaacs, Mrs.J.King, N.E.Ladzrie, J.A.Payne, Mrs. J. Payne and W.K.Sharp

### 40. MEMBERS' INTERESTS

Councillors Mrs Egan, Blackwell, May and Sheldon each declared a non-pecuniary interest in respect of Minute 52a as a Member of Essex County Council.

Councillor E. Egan declared a non-pecuniary interest in respect of Minute 52a by reason of his wife's membership of Essex County Council.

### 41. MINUTES

The Minutes of the Ordinary Council held on 27 September 2017 were taken as read and approved as a correct record. The Mayor signed the Minutes.

### 42. MAYOR'S ANNOUNCEMENTS

The Mayor reported that since the last meeting he and his Deputy had attended over fifty events.

The Mayor was honoured to take part in the Remembrance Sunday Services on Sunday 12th November at The Paddocks Canvey Island and afterwards at the War Memorial .He thanked all Councillors who had attended and supported the other services in the Borough.

The Mayor was please to attend the Castle Point Business Forum and the launch of the Mayor's Business Awards.

The Mayor was delighted to attend the 'Topping Out' ceremony for the extension to Runnymede Pool last Thursday. The formal ceremony to open the new leisure

facilities was on 2nd January and the public would have access from 3rd January.

The Mayor reminded everyone that Community Carols was to take place at 6 pm on Sunday 10th December at the Salvation Army Hadleigh.

The Mayor extended an invitation to Councillors to celebrate Freeman of the Borough, former Chairman of the Council and Councillor Ron Williams' 95<sup>th</sup> birthday.

As this was the last Ordinary Council Meeting before Christmas the Mayor wished everyone a very Happy Christmas and all good wishes for a happy and prosperous New Year

Finally under this item the Leader of the Council presented to the Mayor the Armed Forces Covenant Silver Award Employers Recognition Scheme.

**43. QUESTIONS FROM MEMBERS OF THE PUBLIC OF WHICH NOTICE HAD BEEN RECEIVED**

Mr Moeller, a local resident has given notice under Council Procedure Rule 8.3 of the following question to the Leader of the Council.

'Following the recently published investigation report into the behaviour of Councillor Bill Sharp and as a local resident who has been adversely affected by a poor planning decision, I would like to ask the Leader of the Council what action is being taken to implement the recommendations made by the report writer?'

The Leader of the Council replied giving an assurance that complaints against Councillors were treated seriously. The Leader of the Council was to meet the Chairman and Vice Chairman of the Development Control Committee with the Solicitor to the Council to address the questioners concerns to put in place significant changes which had been made to planning processes to deal with the concerns of the report writer.

**44. QUESTIONS FROM MEMBERS OF THE COUNCIL OF WHICH NOTICE HAD BEEN RECEIVED**

Councillor Campagna had given notice of the following questions:

1. 'Will the Leader of the Council please explain to the residents of Canvey Island, why they were not told that the £1.5 million to refurbish the paddocks was over a 20 year period as planned maintenance?'

Councillor Riley, Leader of the Council replied:

The 20-year Occupancy Cost Plan in respect of the Paddocks was commissioned by the Council in 2015 and was an unobtrusive survey meaning that the fabric of the building was not disturbed and that more extensive works would not have been identified.

The plan included general maintenance, decorations, statutory and mandatory surveys as well as backlog maintenance works.

The works identified within the survey would bring the facility up to a basic level but did not include modernisation or refurbishment as such.

Overall cost in 2015 was £1.972m. Approximately £600k of that sum was identified as being required within a couple of years and a further £500k by 2020. The remaining £800k related to ongoing maintenance beyond this period up to 2035.

2. 'Will the Cabinet Member for Neighbourhoods and Safer Communities explain how Castle Point Council is using powers available under the Crime and Policing Act 2014 to curb anti - social behaviour and crime in Castle Point?'

In the absence of Councillor Isaacs, Councillor Riley, Leader of the Council replied:

As a statutory member of the Community Safety Partnership, the Council continued to work closely with Essex Police and other partners to assist with preventing and dealing with antisocial behaviour and crime.

Officers liaise regularly with the community policing team, carry out joint visits, assist with days of action and targeted operations. The new powers within the Anti-Social Behaviour Crime and Policing Act were considered when appropriate, along with existing enforcement powers already available to the police and Council. Examples included 48hr dispersal powers which had been used in Canvey Town centre and Roscommon Way to deal with vehicle and other nuisance behaviour, a borough wide Public Space Protection Order was in place for dog fouling, and both Closure Orders and Absolute Grounds for Possession powers had been used.

The Leader was pleased to note that the Cabinet Member and questioner were to meet.

**45. TO DEAL WITH ANY BUSINESS FROM THE LAST COUNCIL MEETING**

There was none.

**46. ANY EXPLANATIONS FOR URGENT DECISIONS TAKEN BY CABINET**

There were none.

**47. CONSIDERATION OF RECOMMENDATIONS FROM CABINET:  
LOCAL COUNCIL TAX SUPPORT (LCTS) SCHEME FOR 2018/19**

Council considered recommendations from the Cabinet meeting held on 15.11.2017 in respect of the results of consultation on proposed changes for the

2018/19 scheme and changes to the Local Council Tax Support scheme for 2018/19. No changes were recommended.

**Resolved**

1. To note the consultation results, Impacts of Scheme Options, and Stage 2 Equality Impact Assessment appended to the report.
2. That there are no approve the changes to the Local Council Tax Support Scheme 2018 /19.

**48. ANY REFERENCES FROM THE SCRUTINY, POLICY & SCRUTINY OR REGULATORY COMMITTEES**

There were none.

**49. CASTLE POINT BROWN FIELD LAND REGISTER 2017**

At the meeting of the Council on 27.7.2017, Council had agreed that a cross party Member Working Group be established to assist in preparation of and consultation on the Brownfield Register prior to its publication.

Council received a report on the work undertaken following the decision and recommended that Part 1 of the Castle Point Brownfield Land Register be published. As the register must be published in electronic form prescribed by regulations, an extract was attached to the report.

The report also explained why no sites would be carried forward into Part 2 of the Register which would benefit from 'Permission in Principle'.

This was due to concerns expressed by Natural England in relation to the impact on population growth on recreation within and near designated sites for nature conservation. Advice was also awaited from the Environment Agency as to how the requirement for a Flood Risk Assessment on applications for residential development on Canvey Island which was within flood Risk Zone 3 would be addressed.

**Resolved:**

1. To note Part 1 of the Castle Point Brownfield Land Register 2017, and to agree its publication in accordance with the Town & Country Planning (Brownfield Land Register) Regulations 2017: and
2. To note that no sites will be carried forward into Part 2 of the Register at this time.

**50. LOCAL PLAN – NOTIFICATION FROM THE SECRETARY OF STATE FOR COMMUNITIES AND LOCAL GOVERNMENT**

The Chief Executive reported formally to Council the Secretary of State for Communities and Local Government's intention to start formal intervention in the Local Plan process with fifteen local authorities with Castle Point Borough Council being named as one of the authorities.

Two other Essex Authorities were also named Basildon and Brentwood both were involved in the strategic planning work being undertaken by South Essex Councils.

The specific reason given as to why the Council had been written to was because Castle Point had failed to adopt a post 2004 Act Local Plan (in fact the Council not had a Local Plan since 1998). The current Local Development Scheme (LDS) was published in July 2017 and although a Plan was submitted on the 25th August 2016, it failed the Duty to Cooperate, and therefore the Council would not have an adopted plan until December 2019.

The Secretary of State's letter required the Council by 31.1 2018 to provide him with any exceptional circumstances to justify the failure to produce a Local Plan and any measures that the authority had taken, or intended to take, to accelerate plan publication. The correspondence from the DCLG was receiving careful consideration.

Members were reminded that at the Ordinary Council Meeting in March 2017 in deciding to withdraw the Local Plan 2016 as it was clear from the Planning Inspector's report that future plan making in Castle Point Borough Council would need to be conducted in co-operation with neighbouring planning authorities particularly on strategic matters; the Council decided to continue to participate in work to create a Strategic Planning Framework for South Essex involving co-operation on strategic planning matters with neighbouring authorities. Progress was being made. Indeed it might be appropriate for a response to be made to the Secretary of State in collaboration with South Essex authorities.

In order to inform the Council of progress being made and the implications for the Local Plan process; the Leader of the Council had requested that a meeting be arranged to brief all Councillors on this progress and on the consequences of intervention on the Local Plan for Castle Point Borough Council. The briefing meeting had been arranged for Wednesday 13th December.

**Resolved:**

1. To note the formal notification of intention to start formal intervention from the Secretary of State for Communities and Local Government.
2. To note the arrangements for an informal meeting of all Councillors to receive a briefing on the consequences of intervention and the alternative options available to the Council.

3. That the Chief Executive following consultation with the Leader of the Council be authorised to take all necessary action either alone or collectively with the Chief Executives and Leaders of South Essex Authorities to respond to the Secretary of State and progress strategic planning in South Essex and towards delivery of the Borough's Local Plan.

**51. REPORT OF THE LEADER OF THE COUNCIL/CABINET MEMBER**

The Leader of the Council thanked the Council for the support given to the Leader and Chief Executive to continue with work already in place with the South Essex Councils and to respond to the intervention letter.

The Leader referred to the work being undertaken on strategic planning with planning members and the work on the 'Statement of Common Ground pilot.

The Leader acknowledged the valuable collaboration work going forward with the 2050 vision on which updates would be given. The Leader encouraged all Councillors to attend the briefing on 13.12.2017.

The Leader highlighted important decisions which had been taken in the past year. This included the decision to progress the Runnymede Gym extension. The Leader thanked all those concerned in the project with particular mention of Devinia Board.

The Leader referred to the introduction of the informal question session at Cabinet.

The Leader mentioned the continuing support of partners and the voluntary services the Borough.

The Leader welcomed the suspension of car parking charges in the Town Centre car parks between 16 and 26 December 2017.

The Leader took the opportunity to thank the Deputy Leader for his continuing support throughout the year and that of Members and Officers. He wished everyone a Merry Christmas and looked forward to the New Year.

**51a. DEVINIA BOARD- STRATEGIC DIRECTOR**

All Councillors joined with the Leader recording the Council's thanks and appreciation for Devinia Board's many years of service on her retirement from the Council in the New Year.



**52. NOTICES OF MOTION**

Councillor Dick had given notice of the following

‘Throughout the Borough there are many areas of greensward that have been used by the public for casual recreational use throughout the years.

It is felt that the view of the public is that these areas should be protected for posterity. Therefore, it is proposed that these areas should be considered as “Village Greens”.

This Council is requested to use its good offices, where possible, to assist residents who wish to pursue “Village Green” status for such areas of land in close proximity to their properties.

Further, local ward councillors to assist residents obtain the necessary evidence needed to qualify for “Village Green” status, and further to collate this evidence for presentation to the appropriate body when completed.’

The Motion was moved and seconded. Debate took place at the conclusion a vote was taken which was CARRIED (Nem Con) and RESOLVED accordingly.

**52a. NOTICES OF MOTION**

Councillor Howard had given notice of the following:

‘This Council calls upon the owners of the site known as Thorney Bay to keep an area, with the potential to accommodate the extension of Roscommon way, as indicated in the outline planning application approved by Castle Point Council.

To further, enter into urgent negotiations with Essex County Council, the highway authority, to pass ownership of this designated land into the county council ownership for the construction of this much needed road extension to take much needed pressure of Long Road Canvey.’

The Motion was moved and seconded. Debate took place at the conclusion a vote was taken which was CARRIED UNANIMOUSLY and RESOLVED accordingly.

**52b. NOTICES OF MOTION**

Councillor Neville Watson had given notice of the following:

‘We call upon the Leader of Castle Point Borough Council to apologise to the residents of Castle Point for wasting nearly £1 million pounds of tax payers’ money on two failed Local Plans’

The Motion was moved and seconded. Debate took place at the conclusion a vote was taken which was LOST.

**52c. ADJOURNMENT OF MEETING**

There was a short adjournment of the meeting.

**52b. NOTICES OF MOTION**

Councillor Blackwell had given notice of the following:

'We call upon Castle Point Borough Council to adopt the public law partnerships guidelines for Members when using social media.'

The Motion was to be seconded by Councillor Mrs Grace Watson.

The Proposer offered to defer the Motion to be considered at the next Ordinary Council meeting which was endorsed by the Council.

**53. PETITIONS**

There were none.

There being no other business the Mayor thanked those who had volunteered to deliver the Mayor's Christmas parcels and wished everyone present a Happy Christmas and New Year.

Mayor



## **SPECIAL COUNCIL MINUTES**

MINUTES of the Special Meeting of the Council of the Borough of Castle Point held in the Council Chamber, Council Offices, Kiln Road, Thundersley on 17th January 2018.

**PRESENT:** Councillors B.S. Wood (The Worshipful the Mayor), A.C.Walter, (Deputy Mayor), A.J. Acott, , A.J.Bayley, D.A. Blackwell, B. Campagna, D.T. Cross, W.J.C. Dick, E. Egan, P.C. Greig, S.Hart, R.C. Howard, J. Hudson, R. Hurrell, , G.I. Isaacs, Mrs.J.King, C.A. MacLean, P.J. May, C.E. Mumford, B.A. Palmer, J.A.Payne, Mrs. J. Payne C.G. Riley, Mrs C.J Sach, A.G. Sheldon, T.F. Skipp, N.G. Smith, J.A. Stanley, A. Taylor, P.E.Varker, Mrs G. Watson and N. Watson

Apologies for absence were received from Councillors: J. Anderson S.P.Cole, Mrs B.Egan, Mrs W. Goodwin, N.R. Harvey N.E.Ladzrie, A. Partridge, W.K.Sharp and Mrs L. Wass.

### **54. IN MEMORIAM**

At the beginning of the meeting all present stood in silence in memory of:

Canvey Town Councillor Tony Belford who died recently. Cllr Belford was a Borough Councillor from 1999 to 2010 representing Canvey West and served as the Worshipful Mayor of Castle Point for the year 2006 to 2007.

Council also remembered former Councillor Tony Wright who represented St Mary's Ward on the Benfleet Urban District Council and Castle Point District Council between 1970 and 1976, returning to the Borough Council from 1995 to 2003. He was Mayor of Castle Point for the year 1997 to 1998 and was Leader of the District Council between 1973 and 1976.

### **55. MEMBERS' INTERESTS**

There were none.

### **56. SOUTH ESSEX STRATEGIC PLANNING**

The Special Meeting had been convened to consider the report and recommendation from Cabinet to endorse of the Memorandum of Understanding (MOU) to take forward the collaborative work being undertaken by South Essex Councils - Basildon, Brentwood, Castle Point, Rochford, Southend-on-Sea, Thurrock and Essex County Council - to create a vision and sense of place for South Essex through the Association of South Essex Local Authorities. (ASELA)

The Chief Executive introduced the report reminding of the background the failure of the duty to co-operate on the Local Plan 2016 and the decision to move forward in collaborating with South Essex Authorities which presented a valuable opportunity both for Castle Point and South Essex Councils. The recent intervention letter from the Secretary of State impacted on this.

The Authorities wished to record the intention to establish ASELA and basis of collaboration through a Memorandum of Understanding (MoU). This MoU sets out:

- a) The core purpose and aims of ASELA
- b) The principles of collaboration

The core purpose of ASELA was to provide place leadership for South Essex. Recognising that through a collaborative approach Councils would be best placed to develop and deliver a vision for South Essex up to 2050, promoting healthy growth for our communities.

ASELA would focus on the strategic opportunities, regardless of individual local authority boundaries for the South Essex economic corridor to influence and secure the strategic infrastructure that would help individual areas to flourish and realise their full economic and social potential.

The aims of ASELA was to:

- Provide place leadership;
- Open up spaces for housing, business and leisure development by developing a spatial strategy;
- Transform transport connectivity;
- Support our 7 sectors of industrial opportunity;
- Shape local labour & skill markets;
- Create a fully digitally-enabled place;
- Secure a sustainable energy supply;
- Influence and secure funding for necessary strategic infrastructure;
- Enhance health and social care through co-ordinated planning; and
- Work with and provide a voice for South Essex to the Thames Estuary 2050 Growth Commission and Commissioners.

The report set out potential funding for the work advising that an application had been submitted for Planning Delivery Grant.

The report also rehearsed the planning implication of the work. The collaborative work would allow all local planning authorities in the area to demonstrate effective on-going cooperation on strategic planning matters, thereby satisfying the “duty to co-operate”.

Where those authorities had been identified by the Secretary of State of being at risk from intervention, the work described demonstrated on-going commitment to joint working on strategic planning matters as advocated by Government.

Furthermore for those authorities with no up-to-date local plan or five year housing land supply, the on-going commitment to joint working on strategic planning matters was likely to prove an important material consideration in resisting unwelcome or ill-timed development proposals, pending the completion of the joint strategic plan.

The recommendations in the report were Moved and Seconded discussion took place during which Members acknowledged the opportunities and advantages presented by continuing the collaborative work and supporting the work through ASELA.

**Resolved:**

Having regard to all those matters raised within this report and the recent letter from the Secretary of State giving notice of his intention to intervene in the Castle Point Local Plan process that it is particularly important to draw to his attention, the following :

1. To approve and endorse of the Memorandum of Understanding of the Association of South Essex Local Authorities.
2. To note and support the work taking place to develop a Spatial Strategy for South Essex.

**57. NOTICE OF MOTION**

Councillor Dick had given notice of the Motion set out below which in view of the relevance to the matter before the Council and time being of the essence in accordance with the Council's procedure rules it was considered at the meeting.

'This Council is fully aware of the needs for housing and the necessary infrastructure requirements and is fully supportive of the 2050 Group's aim to improve the whole South East Essex road and green networks. (The 2050 Group comprises Basildon, Brentwood, Castle Point, Rochford, Southend-on-Sea, Thurrock and Essex County Councils)

Their initiative for Spatial Planning throughout the whole of the South East Essex for housing numbers and infrastructure improvements is to be welcomed and is fully supported by this Council.

Castle Point Borough Council will produce its own local plan as an integral part of the whole spatial plan for the South East Essex area.'

The Motion was moved and seconded. Debate took place at the conclusion a vote was taken which was CARRIED (Nem Con) and RESOLVED accordingly.

Mayor



## **SPECIAL COUNCIL MINUTES**

MINUTES of the Special Meeting of the Council of the Borough of Castle Point held in the Council Chamber, Council Offices, Kiln Road, Thundersley on 14th February 2018.

**PRESENT:** Councillors B.S. Wood (The Worshipful the Mayor), A.C.Walter, (Deputy Mayor), A.J. Acott, A.J.Bayley, D.A. Blackwell, D.T. Cross, W.J.C. Dick, Mrs B.Egan, E. Egan, S.Hart, R.C. Howard, J. Hudson, R. Hurrell, G.I. Isaacs, N.E.Ladzrie, C.A. MacLean, C.E. Mumford, B.A. Palmer, J.A.Payne, Mrs. J. Payne, C.G. Riley, Mrs C.J Sach, T.F. Skipp, N.G. Smith, J.A. Stanley, P.E.Varker, Mrs L. Wass and N. Watson

Apologies for absence were received from Councillors: J. Anderson, B. Campagna, S.P.Cole, Mrs W. Goodwin, P.C. Greig, N.R. Harvey, Mrs.J.King, P.J. May, A. Partridge, A.G. Sheldon, W.K.Sharp. A. Taylor and Mrs G. Watson

### **58. MEMBERS' INTERESTS**

There were none.

### **59. POLICY FRAMEWORK AND BUDGET SETTING FOR 2018/19**

This Special Meeting of the Council had been scheduled to determine the budget requirement and the level of Council Tax for 2018/2019.

At the Cabinet meeting held earlier that evening, the Cabinet considered the report on the Policy Framework and Budget Setting for 2018/19.

The Council must make certain statutory calculations in relation to the budget requirement and Council Tax for 2018/19. These were set out in full in the Policy Framework and Budget Setting report.

Council was asked to consider and resolve recommendations 1 to 17 as set out in the report.

The Deputy Leader of the Council, Cabinet Member for Finance, Policy and Resources took Council through the report drawing attention to the key features of the budget. The Deputy Leader of the Council drew attention to the formal report of the Head of Resources Section 151 Officer confirming that the estimates and budget process were robust and confirming the adequacy of the recommended level of reserves.

The Deputy Leader of the Council concluded that the budget was balanced fully providing for the provision of both statutory and non-statutory services, with minimum waste and providing good value for money.

The Deputy Leader formally moved the recommendations to Council.

The Leader of the Council seconded the recommendations. Discussion took place on the recommendations during which the Deputy Leader, Cabinet Member was questioned concerning details within the budget.

The Deputy Leader of the Council on behalf of the Council acknowledged and thanked the hard work and dedication of the officers mentioning specifically the Head of Resources, the Council's Section 151 Officer and her colleagues for their work in preparing the budget.

In accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014 which had come into effect on 24 February 2014, a recorded vote was taken on the recommendations of the Cabinet meeting held earlier in the evening and the Members present voted as follows:

For:

Councillors: Cross, Dick, Mrs B Egan, E.Egan, Hart, Howard, Hudson, Isaacs, Ladzrie, MacLean, Mumford , Riley ,Skipp, Smith, Stanley, Varker, Walter, Mrs Wass, Wood,(19)

Against:

Councillors: Acott, Bayley, Blackwell, Palmer, J.A Payne, Mrs Payne, Mrs Sach, Neville Watson. (8)

Abstained:

Councillor Hurrell (1)

**Resolved:**

**Implementation of Council policies and related spending plans**

1. To note the efficiency savings, cost reductions and additional income summarised in table 2.1.
2. To approve the continued funding of priority projects and other items of discretionary expenditure, as set out in table 9.1.
3. To note the cost pressures and other budget increases (growth) as set out in table 9.2.
4. That subject to resolutions 1 to 3 above, the revenue spending plans for 2017/18 (revised) and 2018/19, set out in section 9, tables 9.3 (summary) and 9.4 (net services expenditure) of the accompanying report, are approved.

### **Capital spending plans and prudential indicators**

5. That the capital spending plan described in section 11 of the accompanying report (tables 11.2 and 11.3) is approved in respect of 2017/18 (revised) and 2018/19.
6. That it is noted that as stated in paragraphs 21 to 23 of section 11 of the accompanying report, and based on current plans and proposals, gross external borrowing is not expected to exceed the capital financing requirement in the current or forthcoming two financial years.
7. That as required by Section 3 of the Local Government Act 2003 and the Prudential Code for Capital Finance in Local Authorities, the following Prudential Indicators are approved as set out in the appropriate sections of the accompanying report:

<b>Prudential Indicator - Reference to sections 11, 12 and 13 of accompanying report</b>	
Capital expenditure	Tables 11.2 and 11.3
Ratio of financing costs to net revenue stream	Table 11.4
Capital financing requirement	Table 11.5
Authorised limit for external debt	Table 11.6
Operational boundary for external debt	Table 11.7
Incremental impact of capital investment	Table 11.8
Housing Revenue Account limit on indebtedness	Section 11 para 34
Maturity structure of fixed rate borrowing - upper and lower limits	Table 12.2
Upper limits of fixed and variable interest rate exposures	Table 12.3
Maximum period and counterparty limits for specified investments	Table 13.1

8. That the Statement of Minimum Revenue Provision for 2018/19, as stated in paragraphs 35 to 37 of section 11 of the accompanying report is approved.
9. That no new capital proposals are allowed until:
  - the proposal has been evaluated in accordance with all relevant evaluation criteria;
  - the Cabinet has confirmed affordability and compliance with the Prudential Code for Capital Finance in Local Authorities;
  - the Cabinet has considered and approved details of the proposal.
10. That the policies and strategies supporting the budget framework and contained within the accompanying report are approved.

### **Statutory Report of the Head of Resources**



11. That as required by Section 25 of the Local Government Act 2003, the report of the Head of Resources set out in section 16 of the accompanying report in respect of robustness of the estimates is noted.
12. That as required by Section 25 of the Local Government Act 2003, the report of the Head of Resources set out in section 8 of the accompanying report in respect of the adequacy of proposed financial reserves is noted.

**Statutory calculations in respect of the budget requirement & Council Tax as required by the Local Government Finance Act 1992, as amended (“the Act”)**

13. That as set out in section 5 of the accompanying report it is noted that acting under delegated authority and in consultation with the Cabinet Member responsible for Finance, Policy & Resources, the Head of Resources has calculated:
  - a) A tax base for the Borough of Castle Point of **30,443** being the amount **T** required by section 31B of the Act; and
  - b) A tax base for Canvey Island to which a Town Council precept applies as **11,768**.
14. That the following amounts be calculated for the year 2018/19 in accordance with Sections 31 to 36 of the Act:

Ref	Amount £	Item
(a)	<b>57,057,438</b>	being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish (Town) Councils.
(b)	<b>49,187,102</b>	being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
(c)	<b>7,870,336</b>	being the amount by which the aggregate at 14(a) above exceeds the aggregate at 14(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year. (Item <b>R</b> in the formula in Section 31B of the Act)
(d)	<b>258.53</b>	being the amount at 14(c) above (item <b>R</b> ), divided by item <b>T</b> (14(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish (Town) precepts).
(e)	<b>242,538</b>	being the aggregate amount of the (Parish (Town) precepts) referred to in Section 34(1) of the Act.
(f)	<b>250.56</b>	being the amount at 14(d) above less the result given by dividing the amount at 14(e) above by item <b>T</b> (14(a) above), calculated by the Council in accordance with Section 34(2) of

		the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.
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15. That Council, in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, sets the aggregate amounts shown in the tables below as the amounts of Council Tax for 2018/19 for each part of its area and for each category of dwelling. This information is included within section 17 of the accompanying report:

Castle Point Borough Council Tax 2018/19, including and excluding Town Council precept, for each of the following categories of dwelling:

Band	Council Tax Including Town Council £	Council Tax Excluding Town Council £
<b>A</b>	180.78	167.04
<b>B</b>	210.91	194.88
<b>C</b>	241.04	222.72
<b>D</b>	271.17	250.56
<b>E</b>	331.43	306.24
<b>F</b>	391.69	361.92
<b>G</b>	451.95	417.60
<b>H</b>	542.34	501.12

16. To note that the County Council, the Police Authority and the Fire Authority have issued precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992 for each category of dwelling in the Council's area, as indicated in the table below:

<b>Band</b>	<b>Castle Point Borough Council</b>	<b>Essex County Council</b>	<b>Essex PFCC Fire and Rescue Authority</b>	<b>Police, Fire &amp; Crime Commissioner for Essex</b>	<b>Total excluding Town Council</b>	<b>Canvey Island Town Council</b>	<b>Total including Town Council</b>
	£	£	£	£	£	£	£
<b>A</b>	167.04	814.50	46.92	112.68	<b>1,141.14</b>	13.74	<b>1,154.88</b>
<b>B</b>	194.88	950.25	54.74	131.46	<b>1,331.33</b>	16.03	<b>1,347.36</b>
<b>C</b>	222.72	1,086.00	62.56	150.24	<b>1,521.52</b>	18.32	<b>1,539.84</b>
<b>D</b>	250.56	1,221.75	70.38	169.02	<b>1,711.71</b>	20.61	<b>1,732.32</b>
<b>E</b>	306.24	1,493.25	86.02	206.58	<b>2,092.09</b>	25.19	<b>2,117.28</b>
<b>F</b>	361.92	1,764.75	101.66	244.14	<b>2,472.47</b>	29.77	<b>2,502.24</b>
<b>G</b>	417.60	2,036.25	117.30	281.70	<b>2,852.85</b>	34.35	<b>2,887.20</b>
<b>H</b>	501.12	2,443.50	140.76	338.04	<b>3,423.42</b>	41.22	<b>3,464.64</b>

17. To note that, in accordance with the requirements of Section 52ZC of the Act the Council has determined whether its Relevant Basic Amount of Council Tax for 2018/19 is excessive.

Special Council 14.2.2018

For 2018/19, the relevant basic amount of Council Tax for Castle Point would be deemed excessive if the authority's relevant basic amount of Council Tax for 2018/19 is:

- (a) 3%, or more than 3%, greater than its relevant basic amount of Council Tax for 2017/18; and
- (b) More than **£5.00** greater than its relevant basic amount of Council Tax for 2017/18.

Ref	Amount £	Item
(a)	<b>243.36</b>	being the Relevant Basic Amount of Council Tax for 2017/18, excluding local precepts.
(b)	<b>3.0%</b>	being the percentage increase above which the Secretary of State has determined the Relevant Basic Amount of Council Tax for 2018/19 would be excessive.
(c)	<b>250.66</b>	being the amount above which the Relevant Basic Amount of Council Tax for 2018/19, excluding local precepts, would be excessive (rounded down to the nearest penny).
(d)	<b>250.56</b>	being the Relevant Basic Amount of Council Tax for 2018/19, excluding local precepts.

The Relevant Basic Amount of Council Tax for 2018/19 is therefore, not excessive and the duty to make substitute calculations and hold a referendum does not apply (Chapter 4ZA of Part 1 of the Act)

Mayor

**ORDINARY COUNCIL**

**28th March 2018**

**Subject: To deal with Business from the last Council Meeting –  
Notice of Motion**

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**1. Purpose of Report**

**To present to Council Business deferred from the last Council meeting.**

**2. Links to Council's Priorities and Objectives**

**This links with all.**

**3. Recommendation:**

**To adopt as good practice the Guidelines for Members when Using Social Media.**

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**4. Background**

At the last Council meeting on 6.12.2017 Councillor Blackwell agreed to defer to this meeting this notice of Motion:

*'We call upon Castle Point Borough Council to adopt the public law partnerships guidelines for Members when using social media.'*

The Motion was to be seconded by Councillor Mrs Grace Watson.

**5. Proposals**

Since the last meeting all Councillors have been provided with a second copy of the Social Media Guidelines referred to a copy of which is also attached to this report.

Members have had the opportunity to reflect on the guidelines and there is general consensus and support for them.

Accordingly the Council is recommended to adopt as good practice the Guidelines for Members when Using Social Media

**6. Corporate Implications**

**(a) Financial Implications**

There are none.

**(b) Legal Implications**

The principles are good practice.

**(c) Human Resources and Equality Implications**

None to be addressed by this report

**(d) IT and Asset Management Implications**

None to be addressed by this report

**7. Timescale for implementation and Risk Factors**

Immediate

**8. Background Papers**

Item 14 Ordinary Council 6.12.2017

Guidelines for Members when Using Social Media

Member Brief 2.11.2017 and 7.12.2017

**Report Author:**

## **Guidelines for Members when Using Social Media**

Castle Point Borough Council recognises that the use of online social media has become part of everyday life. However, we expect those Councillors who use online commentary to understand and to follow these simple but important guidelines.

### What do the Guidelines Cover?

These Guidelines cover all social media platforms, including but not limited to:

- Social Networking Sites (Facebook, Myspace, Foursquare, LinkedIn, Google+)
- Micro-blogging sites (Twitter)
- Blogs (including personal blogs as well as comments)
- Video and Photo Sharing Websites (Flickr, YouTube)
- Forums and discussion Boards (Google Groups, Yahoo! Groups)
- Email between councillors and other parties

### Why do we have these Guidelines?

In general, what you do in your own time is a personal decision. However, activities that affect council business or the interests of the council are the proper focus for these Guidelines.

### Key Points

- ❖ Your online presence reflects on the council and your role as a councillor. Be aware that your actions captured via images, posts or comments can affect your ability to take part in council business. You should refrain from posting items that could reflect negatively on the Council or embarrass the Council.
- ❖ Comments posted on personal blogs should have clear disclaimers that the view expressed by you in the blog are your views alone and do not represent the views of the council. Be clear and write in the first person. Make it clear that you are speaking for yourself and not on behalf of the Council.
- ❖ Comments on personal blogs, other blogs, forums and social networking sites should be respectful to the Council, its staff and other people.
- ❖ You need to use sound judgement and control what you publish online. What you publish is widely accessible and will be around for a long time so consider the content carefully.
- ❖ Social media activities should not host content which is defamatory of others.
- ❖ Abuse of social media can be a criminal offence.

Please see over for a list of Do's and Don't's.

**Social media** is a collective term used to describe easy ways to create and publish on the internet. People generally use the term to describe how organisations and individuals share content – text, video and pictures – and create conversations on the web. Examples of social media tools include blogs, Twitter, Facebook, Google+, Flickr, Tumblr and YouTube. The Council recognises the benefits that these new methods of communication can bring, but reminds all Members to be alert regarding the potential pitfalls.

The Council has produced the below simple guidelines to help Members:-

- ✓ **Do** – listen to what people are saying online, consider it and only respond if you feel it is appropriate
- ✗ **Don't** – publish anything you would not say in traditional media, for example during the pre-election period or concerning a planning matter, or saying how you will vote on a particular issue
- ✓ **Do** – remember libel and copyright laws still apply to things you post on social media sites and what you publish is widely accessible and leaves a digital trail
- ✗ **Don't** – bring the Council, or your role as a councillor, into disrepute
- ✓ **Do** – make it clear whether you are speaking from a personal perspective or as a councillor
- ✗ **Don't** – use social media during Council or Committee meetings if you are taking part in the meeting, as it can interfere with the business of the meeting and distract other people
- ✓ **Do** – think about how the public might perceive who you follow on Twitter or befriend on Facebook and the appearance of bias
- ✗ **Don't** – disclose any information which you have received in confidence
- ✓ **Do** – be respectful in your communications with others. Avoid personal attacks and disrespectful, rude or offensive comments (which can be a criminal offence or defamation). Think before you post!
- ✗ **Don't** – assume that everyone shares your sense of humour. Others may be offended by the joke you think is hilarious, or may not realise when you are being irreverent or ironic
- ✓ **Do** – use social media when sober. Drinking alcohol and tweeting is not a good idea.

**Remember** - inappropriate use of social media could amount to a breach of the Councillor Code of Conduct.



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**ORDINARY COUNCIL**

**28th March 2018**

**Subject: Notices of Motion**

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**1. Purpose of Report**

To present to Council Notices of Motion received for consideration at this meeting.

**1. Councillor Blackwell has given notice of the following:**

*'We the Canvey Island independent party calls upon Castle Point Council to arrange a public meeting for residents of Canvey Island to discuss the future of the Paddocks Community Centre.'*

The Motion is to be seconded by Councillor Palmer.

**2. Councillor Neville Watson has given notice of the following:**

*We the Canvey Island independent Party Call upon Castle Point Council to reinstate the community forums to 4 a year, to the same format they were before.*

*This will ensure better communication with our residents as we have a small percentage of replies during any consultations.'*

The Motion is to be seconded by Councillor Greig.