



Community Committee

Agenda

Part One

Council Chamber - Town Hall

Tuesday, 27 January 2015 at 6.45 pm

Membership (Quorum – 3)

Councillors

Cllrs Chilvers (Chair), Mrs Squirrell (Vice-Chair), Barrett, Carter, Mrs Coe, Mrs Hones, Mrs Hubbard, McCheyne, Parker and Ms Sanders

Committee Co-ordinator: Jean Sharp (01277 312655)

Additional Information:

Substitutes

The names of substitutes shall be announced at the start of the meeting by the Chair and the substitution shall cease at the end of the meeting.

Substitutes for quasi judicial Committees must be drawn from members who have received training in quasi-judicial decision making. If a casual vacancy occurs on a quasi judicial Committee it will not be filled until the nominated member has been trained.

Rights to attend and speak

Any Member may attend any body to which Council Procedure Rules apply.

A Member who is not a member of the committee may speak at the meeting. The Member may speak at the Chair's discretion, it being the expectation that a member will be allowed to speak on a ward matter.

Point of Order/Personal explanation/Point of Information

8.3.14 Point of order

A member may raise a point of order at any time. The Chair will hear them immediately. A point of order may only relate to an alleged breach of these Procedure Rules or the law. The Member must indicate the rule or law and the way in which they consider it has been broken. The ruling of the Chair on the point of order will be final.

8.3.15 Personal explanation

A member may make a personal explanation at any time. A personal explanation must relate to some material part of an earlier speech by the member which may appear to have been misunderstood in the present debate, or outside of the meeting. The ruling of the Chair on the admissibility of a personal explanation will be final.

8.3.16 Point of Information or clarification

A point of information or clarification must relate to the matter being debated. If a Member wishes to raise a point of information, he/she must first seek the permission of the Chair. The Member must specify the nature of the information he/she wishes to provide and its importance to the current debate. If the Chair gives his/her permission, the Member will give the additional information succinctly. Points of Information or clarification should be used in exceptional circumstances and should not be used to interrupt other speakers or to make a further speech when he/she has already spoken during the debate. The ruling of the Chair on the admissibility of a point of information or clarification will be final.

Information for Members of the Public

Access to Information and Meetings

You have the right to attend all meetings of the Council and its Boards and Committees. You also have the right to see the agenda, which will be published no later than 5 working days before the meeting, and minutes once they are published. Dates of the meetings are available at www.brentwood.gov.uk or from Democratic Services (01277 312739).

Webcasts

All of the Council's meetings are webcast, except where it is necessary for the items of business to be considered in private session (please see below).

If you are seated in the public area of the Council Chamber, it is likely that your image will be captured by the recording cameras and this will result in your image becoming part of the broadcast. This may infringe your Human Rights and if you wish to avoid this, you can sit in the upper public gallery of the Council Chamber.

Private Sessions

Occasionally meetings will need to discuss some of its business in private. This can only happen on a limited range of issues, which are set by law. When a Board or Committee does so, you will be asked to leave the meeting.

Guidelines on filming, photography, recording and use of social media at council and committee meetings

The council welcomes the filming, photography, recording and use of social media at council and committee meetings as a means of reporting on its proceedings because it helps to make the council more transparent and accountable to its local communities.

Where members of the public use a laptop, tablet device, smart phone or similar devices to make recordings these devices must be set to 'silent' mode to avoid interrupting proceedings of the council or committee.

If you wish to record the proceedings of a meeting and have any special requirements or are intending to bring in large equipment then please contact the Communications Team before the meeting.

The use of flash photography or additional lighting may be allowed provided it has been discussed prior to the meeting and agreement reached to ensure that it will not disrupt proceedings.

The Chair of the meeting may terminate or suspend filming, photography, recording and use of social media if any of these activities, in their opinion, are disrupting proceedings at the meeting.

Access

There is wheelchair access to the Town Hall from the Main Entrance. There is an induction loop in the Council Chamber.

Evacuation Procedures

Evacuate the building using the nearest available exit and congregate at the assembly point in the North Front Car Park.

Part I

(During consideration of these items the meeting is likely to be open to the press and public)

Contents

Agenda Item No.	Item	Wards(s) Affected	Page No.
1	Apologies for Absence		
2	Hopefield Animal Sanctuary- Asset of Community Value	All Wards	7 - 26
3	Urgent Business An item of business may only be considered where the Chair is of the opinion that, by reason of special circumstances, which shall be specified in the Minutes, the item should be considered as a matter of urgency.		



Acting Chief Executive

Town Hall
Brentwood, Essex
19.01.2015

This page is intentionally left blank

27 January 2015

Community Committee

Hopefield Animal Sanctuary– Asset of Community Value

Report of: Ashley Culverwell, Head of Borough Health, Safety and Localism

Wards Affected: All Brentwood Borough Wards

This report is: Public report

1. Executive Summary

- 1.1.** The Localism Act 2011 requires local authorities to keep a list of assets (meaning buildings or other land) which are of community value. Once an asset is placed on the list it will usually remain there for five years. The effect of listing is that generally speaking an owner intending to dispose of the asset must give notice to the local authority. A community interest group then has six weeks in which to ask to be treated as a potential bidder. If it does so, the disposal cannot take place for six months. The theory is that this period known as the “moratorium” will allow the community group to come up with an alternative proposal- although, at the end of the moratorium, it is entirely up to the owner whether a disposal goes through, to whom and for how much. There are arrangements for the local authority to pay compensation to an owner who loses money in consequence of the asset being listed.
- 1.2.** A nomination has been received from Hopefield Animal Sanctuary in relation to land as indicated on the attached site plan (Appendix A).
- 1.3.** The report is for Members to consider whether to list or not to list the land as an Asset of Community Value as indicated on Appendix B.

2. Recommendations

That members agree to:

- 2.1. Option 1: List the land as indicated on Appendix B of the report as an Asset of Community Value; or**
- 2.2. Option 2: Not to list the land as indicated on Appendix B of the report as an Asset of Community Value**

3. Introduction and Background

- 3.1.** A report was presented to Policy, Performance and Resources Board on 7 December 2011 (min ref. 386) so that members were aware of the implications for the Council of the Localism Act 2011 which was given Royal Assent on 15 November 2011. Part of the Localism Act 2011 includes the ability for communities to be able to ask for community assets to be put on a register of 'Assets of Community Value'. These assets can include local pubs, shops, village halls, libraries and community centres.
- 3.2.** A subsequent report was presented to Strategy and Policy Board on 20 November 2013 (min ref. 264) recommending that delegated authority to determine whether nominations should be included within the list of assets of community value, be given to the Head of Borough Health, Safety and Localism in consultation with the Chair of Strategy and Policy Board and relevant ward Councilors; and that the officer grade for carrying out and determining reviews be at Head of Service level or above.
- 3.3.** The consultation part of the delegation was changed at Ordinary Council on 22 October 2014 (min. ref. 213) that the Communities Committee be granted delegated authority to determine applications/nominations for designation of Assets of Community Value. Should the timing of Committee meetings not permit that, the Head of Borough, Health Safety and Localism be granted delegated authority to determine applications/nominations for designation of assets of community value provided that such delegated authority is only exercisable after consultation with the Leader of the Council and any ward Members, which is why this determination is before Members tonight.
- 3.4.** The Localism Act provides an opportunity for communities to raise finance to competitively bid when a community asset comes on the open market. This is achieved through a legal framework governed by the Local Authority. The Act allows communities to nominate assets of community value (ACV's). The council is given eight weeks to determine whether it meets the criteria for listing from the date of submission, and then places its decision on the list. When the owner of a listed asset wishes to dispose of it, the Act introduces a delay or 'moratorium' before he or she can do so, to give any interested and eligible community groups the time to prepare a bid. However at the end of the moratorium period the owner can sell to whomever they choose at a price agreed by the buyer.
- 3.5.** The Council has received a valid nomination on 13 January 2015 from Hopefield Animal Sanctuary in relation the land, including a livery yard

and derelict house as indicated on the attached site plan in Appendix B. The Regulations made under the Localism Act 2011 requires the Council to determine within 8 weeks whether to list the nominated asset. Therefore the deadline for a decision is 10 March 2015.

- 3.6. In broad outline the new provision under the Localism Act 2011 for listing an Asset of Community Value and subsequent disposal are set out in Appendix C.

4. Issue, Options and Analysis of Options

- 4.1. The essential statutory test for an ACV is set out in Section 88 of the Localism Act 2011. It is for the local authority to judge whether the criteria are met (subject to any challenge by way of judicial review). The criteria are set out as follows:

- 4.2. **Is the nominating organisation an eligible body to nominate?** Officers have checked the Charities Commission website to ascertain that Hopefield Sanctuary Trust is a registered charity, and can confirm that they are listed as such, and therefore an eligible body to nominate the land as a Asset of Community Value.

- 4.3. **Does the nominating body have a local connection to the asset?** Yes, Hopefield Animal Sanctuary has been on the site for over 25 years and had 28,000 visitors in 2014.

- 4.4. **Does the nomination include the required information about the asset?** (This includes the proposed boundaries, names of the current occupants of the land and names and current or last known address of those holding freehold or leasehold estate in the land). All of the necessary information was supplied to the Council (See Appendix A, nomination form and Appendix B for the site plan).

- 4.5. **Is the nominated asset outside one of the categories that cannot be assets of community value (A residence together with land associated with that residence; land in respect of which site licence is required under Part 1 of the Caravan Sites and Control of development Act 1960; and operational land as defined in section 263 of the Town and Country Planning Act 1990).** The land indicated is not one of the exempt categories that **cannot** be listed as an ACV, so this nomination cannot be ruled out on that principle.

4.6. Is the current (or recent – within past 3 years) usage which is subject of the nomination an actual and non-ancillary usage? The current actual usage is that the land provides a safe haven for neglected or unwanted animals. The Sanctuary takes animals from Brentwood and the surrounding areas which include horses, cats and reptiles. The Sanctuary also acts as a visitor attraction for Brentwood.

4.7. The Council also needs to consider if in their opinion (a) **an actual current use furthers the social wellbeing or social interests of the local community, and (b) it is realistic to think that there can continue to be non-ancillary use of the building or other land which will further (whether or not in the same way) the social wellbeing or social interests of the local community.** They may take into account the following:

4.7.1. What is the ‘local community’ of the asset as defined by geographical area? Officers consider that would include the Borough of Brentwood and surrounding areas.

4.7.2. What is the current /recent use of the asset? The nominated asset is currently providing a safe haven for neglected and unwanted animals from Brentwood and the surrounding area. It has been operating on the site for 25 years. The site also provides a visitor attraction, volunteering opportunities and is host to a number of fundraising events.

4.7.3. How well is the asset used? Within the nomination form Hopefield Animal Sanctuary has provided visitor information numbers from 2011(10,000)-2014(28,000).It also provides volunteer opportunities for 70 people of which 10 are special need placements.

4.7.4. What will be the impact if the usage ceases? Currently the Sanctuary homes 400 animals and provides 70 volunteering opportunities. If the usage ceases then these animals will need to be rehomed elsewhere and the volunteering opportunities would cease.

4.7.5. How does it meet the social interests of the community as a whole and not users/customers of a specific service? For information in the Act ‘social interests’ includes each of the following – cultural interests, recreational interests and sporting interests. Hopefield Animal Sanctuary

provides a local visitor site and volunteering opportunities for Brentwood and the surrounding area.

4.7.6. How is the asset regarded by Community (community consultation, evidence of support)? Evidence supplied from the trustees states that visitor numbers are increasing year by year and in 2014 the Sanctuary had 28,000 visitors. One of the trustees, Ernie Clark received a lifetime achievement award from Brentwood Borough Council in 2011.

4.8. Members also need to consider whether it is realistic to think that there can continue to be non-ancillary use of the asset which will further the social well being or social interests of the local community.

4.9. The visitor numbers submitted suggest that it would seem reasonable that there can continue to be non-ancillary use of the asset which will further the social well being or social interests of the local community.

5. Reasons for Recommendation

The report provides guidance and facts to allow Members to make an informed decision as to whether to list the nominated asset as an Asset of Community Value.

6. References to Council Priorities

Assets of Community Value sit under the Localism priority enabling communities to do more for themselves.

7. Implications

Financial Implications

Name & Title: Jo-Anne Ireland, Acting Chief Executive

Tel & Email 01277 312712 / jo-anne.ireland@brentwood.gov.uk

Under the Assets of Community Value Regulations the local authority is responsible for paying compensation in respect of listed assets within its area. There is no statutory cap on the amount of compensation that may be payable in respect of any one claim, and a local authority may face multiple claims in any one year. The Department for Communities and Local Government has issued guidance in relation to the Community Right to Bid. With regard to compensation claims, any individual or total payments of over £20k in a financial year will be funded by the government. In addition a New Burdens grant has been allocated to all administering Councils to cover the costs associated with implementing the new scheme.

Whilst the funding from government will help to meet some of the costs of the new arrangements, local authorities will still be expected to fund the first £20k of any compensation payments.

The current balance in the Community Rights to bid reserve has a balance of £29,642, and per agreement by the Council in March a further £16,000 will be transferred to the reserve during 2014/15.

Legal Implications

Name & Title: Christopher Potter, Monitoring Officer and Head of Support Services

Tel & Email: 01277 312860 christopher.potter@brentwood.gov.uk

The Council has a statutory responsibility to comply with the provisions as set out in the Localism Act and the Regulations made under the Act, currently Assets of Community Value (England) Regulations 2012 SI 2421. Members need to decide by 10 March at the latest.

Risk Management implications – The Council has a legal duty to comply with the legislation relating to Assets of Community Value.

Equality and Diversity implications - The process will be fair and consistent for all members of the community and therefore it is not anticipated that there will be any direct impact on individual community groups or members.

8. Appendices

Appendix A – Nomination of land currently occupied by Hopefield Animal Sanctuary as an Asset of Community Value

Appendix B – Site Map

Appendix C – Provisions under the Localism Act 2011 relating to Assets of Community Value.

9. Background documents

9.1. Localism Act

Report Author Contact Details:

Name: Kim Anderson

Telephone: 01277 312634

E-mail: kim.anderson@brentwood.gov.uk

Brentwood Borough Council

Assets of community value

Nomination form

For including land on the List of Assets of Community Value

Community Right to Bid - Assets of Community Value Regulations 2012

Please ensure that you provide adequate and accurate information to enable Brentwood Borough Council to make a decision on your nomination. You may attach photos, maps, plans and other documents to help us correctly identify the asset and to support your nomination. For information and guidance about how Brent Council considers nominations for assets of community value, please visit [WEB PAGE](#) link

Completed forms should be sent either via email to localism@brentwood.gov.uk or by post to:

Community Assets Register
Brentwood Borough Council
Town Hall
Ingrave Road
Brentwood
Essex
CM15 8AY

1. About your Organisation

a) Contact Details

Name of your organisation:	Hopefield Animal Sanctuary
Address:	Sawyers Hall Farm Sawyers Hall Lane Brentwood Essex CM15 9BZ
Name of Contact Person:	David Schlaich
Phone:	01277 201110
Email:	office@hopefield.org.uk

b) Eligibility for applying

To be eligible to nominate a community asset for listing, you must be a voluntary or community body:

- § A neighbourhood forum
- § An unincorporated body whose members include at least 21 members and does not distribute any surplus it makes to its members
- § A charity
- § A company limited by guarantee which does not distribute surplus to members
- § An industrial and provident society which does not distribute surplus to members
- § A community interest company.

Also please demonstrate how a 'local connection' exists namely how your organisation's activities are wholly or partly concerned with the local authority's area or with a neighbouring borough's area.

In the case of an unincorporated body, company limited by guarantee and an industrial and provident society, these have a 'local connection' if any surplus generated is applied for the benefit of the borough, or a neighbouring borough.

In the case of an unincorporated body it has a local connection if the body has 21 local members, namely persons who are on the register of local government elections for Brent, or a neighbouring borough.

1. If you are an incorporated organisation please describe the legal form of your organisation including registration number(s) where applicable (e.g. company limited by guarantee, charitable organisation, community interest company etc.)

Organisation Type:	Charity
--------------------	---------

Registration Number(s):	800211
-------------------------	--------

2. If your organisation carries out activities for profit please describe below how you use the surplus that is generated.

N/A

3. If you are an unincorporated organisation please describe below what provisions are made for community benefit in your constitution:

N/a

4. Please describe how your organisation has a local connection to the area where the asset has been identified:

Hopefield animal sanctuary is situated on the site. The sanctuary take in local unwanted and neglected animals and also from surrounding areas.
Hopefield has been on this site for over 25 years and has a lot of support from local people.
Hopefield is also recreational and tourist site for local people. We have in excess of 10.000 visitors each year.

2. About the Asset

- a) Please give your reasons why Brentwood Borough Council should include the land on its List of Assets of Community Value

In order to list land or buildings the Council must be of the opinion that:

1. An actual current use of the building or other land (which is not ancillary use) furthers the social wellbeing or social interests of the local community and
2. It is realistic to think that there can continue to be non-ancillary use of the building or other land which will further (whether or not in the same way) the social wellbeing or social interests of the local community.

Or

3. There is a time in the recent past when an actual use of the building or other land (that was not an ancillary use of the building or other land) furthered the social wellbeing or social interests of the local community and
4. It is realistic to think there is a time in the next five years (where there could be non-ancillary use of the building or other land) that would further (whether or not in the same way as before) the social wellbeing or social interests of the local community

Please provide information below which supports your nomination having regard to the test set out above.

Hopefield sanctuary trust provides a safe haven for neglected and unwanted animals. While we do take animals from surrounding areas animals from Brentwood are given priority. We have also taken animals from the council themselves that have been left on their sites or housing. Including horses, cats, and reptiles so are providing a community service.

The site is also used as a visitor attraction. Thousands of local people visit each year. People from the surrounding areas also visit bringing in new people into Brentwood who use local facilities and transport.

Local people volunteer at the sanctuary regularly. We also have work experience, Duke of Edinburgh, college students and special needs placements.

We also have high profile events which bring celebrities into the local area including: Leona Lewis, Dynamo, Matt Cardel, Brian Blessed etc. we have even had donations from Simon Cowell.

We are also a cheap attraction for the community. We try and keep our prices down so low income families can also visit who cannot afford the prices of other local attractions.

b) Description of the nominated land including its proposed boundaries

The land consists of 53 acres of grassing land including a livery yard and a derelict house which is not used.

The land is situated next to the A12 and backs onto housing. The other side consists of a school playing field and council fields.

Please see attached map.

c) Names of current occupants of land

Hopefield Sanctuary Trust.

d) Names and addresses (or last known address) of all those holding a freehold or leasehold interest in the land

Ernest Clark of 2 Marlborough Road, Pilgrims Hatch, Brentwood CM15 9LN

David Schlaich and Lianne Angliss both of 22 Church rd, Hatfield, Peverel, Chelmsford, Essex CM3 2LA

Lee Clark and Gina Clark both of 202 Western Ave, Dagenham, RM10 8UL

Peter Ellis of 16 Broad Meadow, Kelvedon Hatch, Brentwood, Essex CM15 0BY

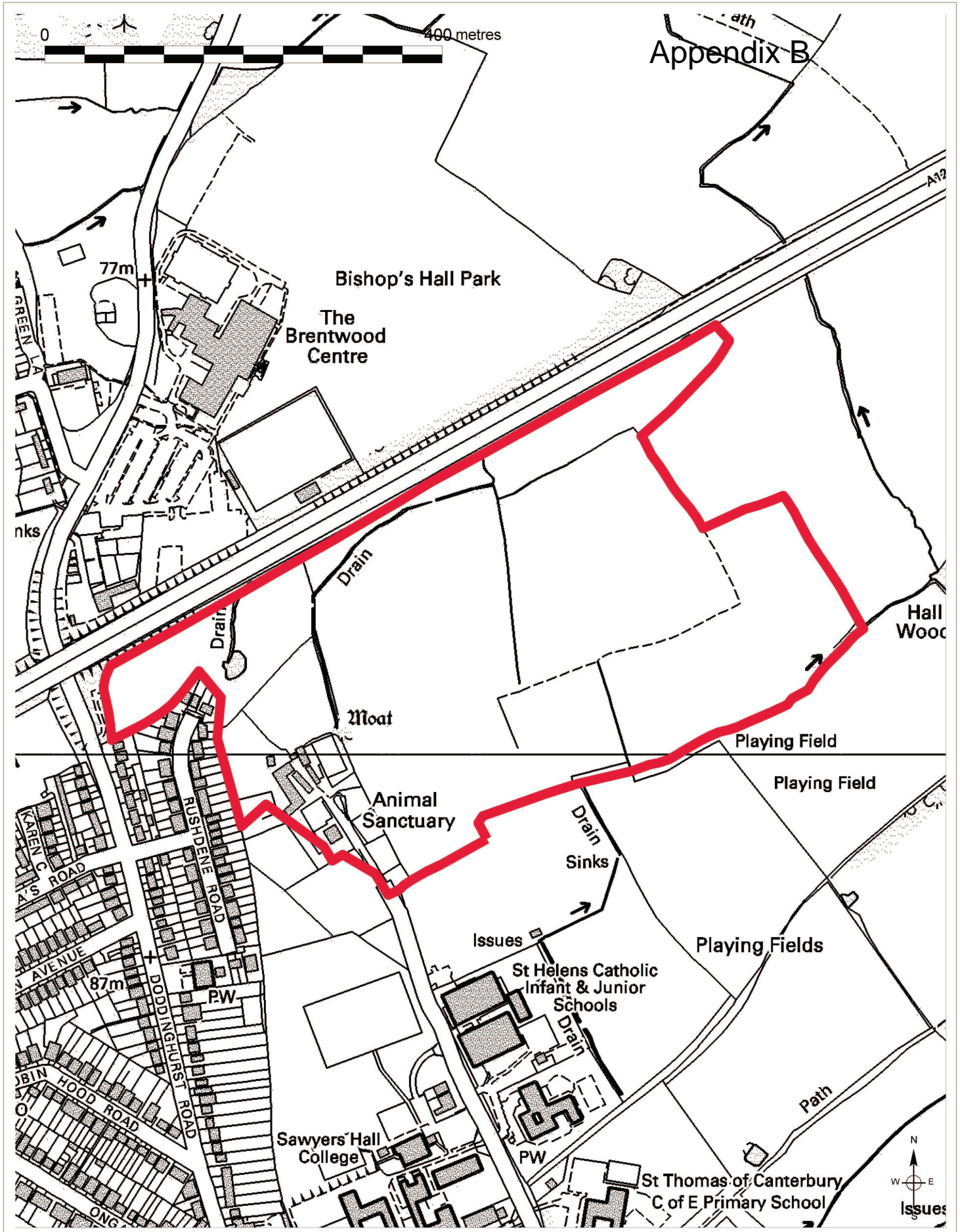
Janet Colley of 37 Donne rd, Dagenham, Essex RM8 2JG

(Trustees of Hopefield sanctuary trust)

Landlord.

Tesco stores Limited (company no 519500) Whose registered office is at Tesco house, Delamare road, Cheshunt, Waltham Cross, Hertfordshire EN8 9SL

This page is intentionally left blank



Hopefield Animal Sanctuary

Service ICT

Scale 1:5000 at A4

Drawn by OSJ

Date 19th January 2015



This page is intentionally left blank

1.1 Process for Listing Community Assets

- 1.2** The first step is for a community group to identify a building or other land that they believe to be of importance to their community's well-being and nominate it for listing by the local authority. The local authority must determine a nomination for listing in 8 weeks.
- 1.3** Only voluntary and community organisations with a local connection (as defined in the Regulations), and local Parish Councils, may make nominations for community assets to be listed.
- 1.4** The local authority must inform the landowner that a nomination has been received.
- 1.5** A local authority must maintain a list of land in its area which is land of community value. If a nominated asset meets the definition of an ACV as set out in the Act, the local authority must add it to the list.
- 1.6** If the authority refuses the nomination they must provide written reasons why it has been refused.
- 1.7** There are some exemptions from listing. Notably residential premises may not be listed (but not living quarters which are integral part of an asset such as a pub or shop which is otherwise eligible for listing).
- 1.8** The provisions require a local authority to notify the owner(s), occupier(s), nominator(s) and local parish council of any decision to list an asset. The local authority is also required to maintain a list of unsuccessful community nominations, and provide reasons to the nominator for any decision not to list an asset.
- 1.9** The owner of an asset may require an internal review of a listing decision by the local authority. The owner has 8 weeks from notification of the listing decision to request a review.
- 1.10** The review must be completed within 8 weeks (unless otherwise agreed with the owner). It must be carried out by an officer who did not take any part in making the listing decision. The review process may include an oral hearing, and must do so if the owner requests that it does.
- 1.11** If the review upholds the listing the owner may appeal to the First Tier Tribunal.

Provisions under the Localism Act 2011 relating to Assets of Community Value

- 1.12** There are no similar rights of review or appeal for community groups. A community group's only mechanism for challenging a decision by a local authority not to list an asset is a judicial review.
- 1.13** Assets must be removed from the list after 5 years. Prior to removal officers must write to interested community organizations. Community groups may nominate the asset for re-inclusion on the list.
- 1.14 Disposal of a listed asset**
- 1.15** If an asset is listed, the owner must notify the local authority of any proposed to make a relevant disposal.
- 1.16** A relevant disposal of a listed asset is the sale of the freehold, or the grant or assignment of a lease for 25 years or more, but only where the disposal will give the new owner 100% vacant possession. (A limited number of disposals, such as transfer by way of gift, within a family, due to inheritance or where the asset forms part of a larger estate are exempt and can place unimpeded by the community right to bid.)
- 1.17** On receipt of notification, the local authority must inform the community group which nominated the asset for listing and publicise the proposal to dispose generally in the area where the asset is situated.
- 1.18** The owner's notification triggers an initial moratorium on the disposal for an initial period of 6 weeks. If during these 6 weeks a community group states an intention to itself bid for the asset the full 6 month moratorium on the disposal is triggered.
- 1.19** The asset may be sold to a community group during this 6 month moratorium.
- 1.20** There is no community right to buy the asset, just to bid. At the end of the 6 month period the asset can be sold on the open market. At this point community groups have the same rights as any other bidders. The community right to bid does not restrict who the owner of the asset can sell his property to, or at what price. This means that the local community bid may not be the successful one.
- 1.21** The owner is also at liberty to negotiate a sale with a preferred buyer during the moratorium period: but the sale cannot be **concluded** during that period.

Provisions under the Localism Act 2011 relating to Assets of Community Value

- 1.22** Where the sale of an asset has been announced but not yet concluded, it is still possible for a group to seek to list it. If a sale is agreed before the asset appears on the list, there would be no opportunity for a group to put in a bid; but if the asset is listed before a sale is agreed, the moratorium provisions still apply.
- 1.23** If the owner wishes to claim compensation for any loss or expense following from compliance with the process he must do so within 13 weeks.
- 1.24** The owner of the land may ask for a review of the compensation decision and the Council will undertake a review and give written notification of the decision of the review and the reasons for the decision. The owner of the land is entitled to appeal to the First-Tier Tribunal against the decision.
- 1.25** It is likely that not all potential assets of community value will be identified and listed from the outset and that a community group may only become concerned about a particular property when it becomes aware that its disposal is proposed. An application for listing does not trigger any moratorium on the disposal.

This page is intentionally left blank

Members Interests

Members of the Council must declare any pecuniary or non-pecuniary interests and the nature of the interest at the beginning of an agenda item and that, on declaring a pecuniary interest, they are required to leave the Chamber.

- **What are pecuniary interests?**

A person's pecuniary interests are their business interests (for example their employment trade, profession, contracts, or any company with which they are associated) and wider financial interests they might have (for example trust funds, investments, and asset including land and property).

- **Do I have any disclosable pecuniary interests?**

You have a disclosable pecuniary interest if you, your spouse or civil partner, or a person you are living with as a spouse or civil partner have a disclosable pecuniary interest set out in the Council's Members' Code of Conduct.

- **What does having a disclosable pecuniary interest stop me doing?**

If you are present at a meeting of your council or authority, of its executive or any committee of the executive, or any committee, sub-committee, joint committee, or joint sub-committee of your authority, and you have a disclosable pecuniary interest relating to any business that is or will be considered at the meeting, you must not :

- participate in any discussion of the business at the meeting, or if you become aware of your disclosable pecuniary interest during the meeting participate further in any discussion of the business or,
- participate in any vote or further vote taken on the matter at the meeting.

These prohibitions apply to any form of participation, including speaking as a member of the public.

- **Other Pecuniary Interests**

Other Pecuniary Interests are also set out in the Members' Code of Conduct and apply only to you as a Member.

If you have an Other Pecuniary Interest in an item of business on the agenda then you must disclose that interest and withdraw from the room while that business is being considered

- **Non-Pecuniary Interests**

Non –pecuniary interests are set out in the Council's Code of Conduct and apply to you as a Member and also to relevant persons where the decision might reasonably be regarded as affecting their wellbeing.

A 'relevant person' is your spouse or civil partner, or a person you are living with as a spouse or civil partner

If you have a non-pecuniary interest in any business of the Authority and you are present at a meeting of the Authority at which the business is considered, you must disclose to that meeting the existence and nature of that interest whether or not such interest is registered on your Register of Interests or for which you have made a pending notification.

This page is intentionally left blank

Community Committee Terms of Reference

General Powers of Committees

This scheme of delegation sets out the functions of the Council to be discharged by its Committees and Sub- Committees and includes the terms of reference of statutory and non statutory bodies set up by the Council.

Each committee or sub committee will have the following general powers and duties:

- (a) To carry out the duties and powers of the Council within current legislation;
- (b) To comply with the Council's standing orders and financial regulations;
- (c) To operate within the budget allocated to the committee by the Council.
- (d) To guide the Council in setting its policy objectives and priorities including new initiatives, and where appropriate make recommendations to Council
- (e) To develop, approve and monitor the relevant policies and strategies relating to the Terms of Reference of the Committee;
- (f) To secure satisfactory standards of service provision and improvement, including monitoring of contracts, Service Level Agreements and partnership arrangements;
- (g) To consider and approve relevant service plans;
- (h) To determine fees and charges relevant to the Committee;

Community Committee

The functions within the remit of the Community Committee are set out below

- 1) Community and Localism Initiatives
- 2) The Voluntary Sector and community partnerships
- 3) Parish Council liaison
- 4) Health and Wellbeing
- 5) Grants to organisations/voluntary organisations

6) Parks, open spaces, countryside, allotments

1. To take the lead on community leadership and consultation with stakeholders.