

**Minutes of a Meeting of the Executive  
held on 20 September 2022**

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+ Cllr Alan McClafferty (Chairman)

+ Cllr Sarah Jane Croke	- Cllr Rebecca Jennings-Evans
+ Cllr Colin Dougan	+ Cllr Adrian Page
+ Cllr Shaun Garrett	+ Cllr Robin Perry

+ Present

- Apologies for absence presented

In Attendance: Cllr Peter Barnett, Cllr Rodney Bates, Cllr Sashi Mylvaganam, Cllr Pat Tedder, Cllr Victoria Wheeler, Cllr Helen Whitcroft and Cllr Valerie White

**38/E HM Queen Elizabeth II**

A minute's silence was held in memory of HM Queen Elizabeth II, who had died on Thursday, 8 September 2022.

**39/E Minutes**

The minutes of the meeting held on 16 August 2022 were confirmed and signed by the Chairman.

The Leader informed Members that he had not declared a non-pecuniary interest in relation to the decision on agreeing a supplementary estimate for a grant to Collectively Camberley Business Improvement District (BID) (minute 37/E refers), which should have been declared as he was a Director for the BID. He apologised for this omission and reported that he had been advised by the Monitoring Officer that it would not require the decision to be re-considered.

**40/E Support for social inclusion charity in Surrey Heath**

The Executive considered a report seeking approval to grant a lease for Men's Sheds to use the London Road Recreation Ground Pavilion, to set up a Men's Sheds for Surrey Heath. Men's Sheds was a charity that addressed loneliness in the community by creating a hub for people to meet to undertake practical tasks together rather than in isolation. It was advised that there was no group currently operating in the borough.

The Men's Shed group was seeking to enter into a five year lease arrangement with the Council to make use of the London Road Recreation Ground Pavilion to create a local group to support residents. The Pavilion was an empty community facility that had been dormant for a number of years, other than occasional use for events such as Theatre in the Park.

**RESOLVED that the Council enters into a lease arrangement with the Men's Sheds registered charity group applying a community rent subsidy as outlined within the agenda report to support establishing and delivering its services.**

Note: It was noted for the record that

- (i) in accordance with the Members' Code of Conduct, Councillor Alan McClafferty declared a non-pecuniary interest as he lived near to the London Road Recreation Ground Pavilion; and
- (ii) Councillor Valerie White declared that she was a member of Windlesham Parish Council which had given a grant to Men's Sheds.

#### **41/E Surrey Heath Emergency Food Poverty Grant Scheme**

The Executive considered a proposal to amend the Council's Emergency Food Poverty Grant Scheme (EFPGS) by extending its remit to include applications from not-for-profit organisations to assist with meeting fuel/energy costs when setting up a 'warm bank' type of initiative. The EFPGS had been launched in December 2020 and had awarded 5 grants to date, at a total cost of £10,400. An initial £20,000 had been agreed at the Executive meeting in October 2020 to meet local demand, and this had been increased by a further £50,000 in February 2021.

Members were informed that, in response to rising energy costs, the concept of 'Warm Banks' had recently gained national attention. Warm Banks aimed to enable people who couldn't afford heating to be invited to spend their time at no cost in heated churches, halls and other open public buildings. Plans were being developed through the Council's Community Support Working Group to enable communities to collaborate in partnership to make communal facilities available; discussions were also underway with the Watchetts Residents Group, which was working with St Mary's Church to open a Warm Bank. Organisations that were working to develop this initiative would require financial support and changing the criteria of this scheme to include fuel and food poverty would enable the Council to pro-actively provide this support to help meet some of the additional heating costs that will be incurred. It was proposed to make available up to £5,000 per application or organisation for either food or fuel. It was also proposed for the fund to be open until exhausted or 31 March 2023, whichever was earlier.

#### **RESOLVED that**

- (i) the criteria of the Emergency Food Poverty Grant Scheme be altered to accept applications from not-for-profit organisations to assist with meeting fuel/energy costs when setting up a 'warm bank' type of initiative within Surrey Heath;**
- (ii) an upper limit of £5,000 per application or organisation for either food or fuel be introduced; and**
- (iii) authority to agree any grant condition changes be delegated to the Head of HR, Performance & Communications in consultation with the Support & Safeguarding Portfolio Holder.**

Note: it was noted for the record that Councillor Rodney Bates declared that he was the safeguarding officer for St Mary's Church, one of the organisations involved in discussions regarding Warm Banks.

#### **42/E Community Fund Grants**

The Executive considered a report seeking approval of three grant applications received for the Council's Community Fund Grant Scheme. The applications related to funding requested by Frimley Cricket Club for a replacement roller; the Eikon Charity to help support Surrey Heath Youth Council's costs with hall hire and project costs for the next year; and Chobham Recreational Ground Charitable Trust for the replacement of the safety surfaces of many pieces of equipment in the children's playground in Station Road, Chobham.

Members considered the applications and discussed the application from the Eikon Charity, which had supported the Youth Council since a merger in 2016, in particular in relation to the organisation's funding structure and reserves. Whilst support for the Surrey Heath Youth Council was indicated, it was agreed to establish further information on Eikon Charity's reserves. It was also recognised that opportunities for further engagement and strengthening links with the Youth Council should be pursued.

#### **RESOLVED that**

- (i) up to £5,500 be awarded to Frimley Cricket Club to support the purchase of the new roller for the cricket green;**
- (ii) any decision to award up to £3,400 to The Eikon Charity to support the Surrey Heath Youth Council costs with hall hire and project costs for the next year be delegated to the Head of HR, Performance & Communications in consultation with the Portfolio Holder for Housing, Safeguarding & Support pending further understanding of the charity's reserves; and**
- (iii) £6,050 to be awarded to Chobham Recreational Ground Charitable Trust to undertake safety repairs to 5 play areas at the recreation ground in Station Road Chobham.**

#### **43/E Afghan Relocation and Assistance Schemes - Wraparound Support**

The Executive was reminded that the Afghan Relocation and Assistance Schemes had been launched in July 2021 and focused on those who served alongside British Armed Forces in Afghanistan and provided important support to HM's Government defence and security mission there. The Council had made an early commitment to directly support five families and had been successful in supporting them into settled accommodation in the private sector and meaningful employment.

Members were informed that the Office and South East Strategic Partnership for Migration was looking to relocate those families currently in bridging hotels into smaller units of temporary accommodation in the South East. The Home Office

had identified apartments to be used as temporary accommodation and six units of accommodation had been identified in Camberley Town Centre; these consisted of one bedroom apartments, which would hold a maximum capacity of two people. Those placed in the apartments would have been residing in the UK previously, for up to a year. The apartments would be fully funded by the Home Office and would have an allocated Home Office Liaison Officer.

It was reported that there was funding available for local authorities of £28 per day per person, which would be paid to the Council for the services provided by its Family Support Team. Separate additional funding would be allocated directly to health and social care and education to support with costs such as GPs and schooling. The role of this Council would be to support guests to focus on accessing employment, normal day to day life and help with securing longer term settled accommodation in the private rented sector.

**RESOLVED that the Council participates in the Afghan Relocation and Assistance Scheme – Wraparound Support by agreeing to support families who are placed in temporary accommodation in the six units of accommodation in Camberley Town Centre through the Family Support Team.**

#### **44/E Treasury Management Outturn 2021/22**

The Executive reviewed a report containing a high-level view of the treasury management performance during 2021/22, including compliance with the 2021/22 prudential indicators.

**RESOLVED to note**

- (i) the report on Treasury Management including compliance with the 2021/22 Prudential Indicators; and**
- (ii) the comments made in Section 7 of the agenda report by the Strategic Director Finance and Customer Services and Section 151 Officer regarding the Treasury policy and the sustainability of debt and reserve balances.**

#### **45/E Write off of Irrecoverable Bad Debts**

The Executive considered a report seeking approval to write off bad debts incurred through the non-payment of Council tax and Non-Domestic Rates. All of the debts had been subject to the relevant recovery action and tracing enquiries. The Council's enforcement agents had also been unable to recover the debts from any forwarding address obtained from the tracing undertaken and the debt was now considered irrecoverable.

**RESOLVED that bad debts totalling £55,333.86 in respect of Council Tax and £64,291.21 in respect of Non-Domestic Rates be approved for write off.**

#### **46/E Exclusion of Press and Public**

In accordance with Regulation 4 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the press and public were excluded from the meeting for the following items of business on the ground that they involved the likely disclosure of exempt information as defined in the paragraphs of Part 1 of Schedule 12A of the Local Government Act 1972 as set out below:

Minute	Paragraph(s)
47/E	3
48/E	3

#### **47/E Executive Working Group notes**

The Executive received the notes of the Executive Working Group meetings that had taken place in the previous months.

**RESOLVED that the Working Group notes be received.**

#### **48/E Review of Exempt Items**

The Executive reviewed the reports which had been considered at the meeting following the exclusion of members of the press and public, as it involved the likely disclosure of exempt information.

**RESOLVED that**

- (i) the annex to the agenda report associated with minute 45/E remain exempt;**
- (ii) the Camberley Town Centre Working Group notes from the meeting on 3 May 2022 remain exempt for the present time;**
- (iii) the Climate Change Working Group notes from the meeting held on 27 April 2022 be made public;**
- (iv) the Community Support Working Group notes from the meetings held on 30 March and 5 July 2022 be made public;**
- (v) the Equality Working Group notes from the meeting held on 29 June 2022 be made public;**
- (vi) the Local Plan Working Group notes from the meeting held on 26 May 2022 remain exempt for the present time;**
- (vii) the Property Investment Working Group notes from the meetings held on 6 April, 8 June, 6 July and 3 August 2022 remain exempt for the present time;**
- (viii) the Surrey Heath Villages Working Group notes from the meetings held on 13 April and 30 June 2022 be made public; and**

- (ix) all Working Group notes remaining exempt be periodically reviewed by the Chief Executive and Monitoring Officer, with a view to making them public when appropriate.**

Chairman