

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Cabinet** held in the Civic Suite, Castle House, Great North Road, Newark, NG24 1BY on Tuesday, 9 December 2025 at 6.00 pm.

PRESENT: Councillor P Peacock (Chair)

Councillor R Cozens, Councillor S Crosby, Councillor L Brazier, Councillor S Forde, Councillor C Penny, Councillor P Taylor and Councillor J Kellas

ALSO IN ATTENDANCE: Councillor S Haynes

325 NOTIFICATION TO THOSE PRESENT THAT THE MEETING WILL BE RECORDED AND STREAMED ONLINE

The Leader advised that the proceedings were being audio recorded and live streamed by the Council.

326 DECLARATIONS OF INTEREST FROM MEMBERS AND OFFICERS

Councillor J Kellas declared an interest in item 13- Community Grant Scheme Update as he

327 MINUTES FROM THE PREVIOUS MEETING 11 NOVEMBER 2025 AND 26 NOVEMBER 2025

The minutes from the meeting held on 11 November and 26 November 2025 were agreed as a correct record and signed by the Chair.

328 CHAIR'S UPDATE

The Leader of the Council drew the attention of the Cabinet to the projects included in the East Midlands Mayoral Authority Growth Strategy which were located in the Newark and Sherwood Area. These included large investment projects in Ollerton and Yorke Drive, Newark.

329 HOUSING COMPLIANCE ASSURANCE REPORT - QUARTER 2

The Business Manager Building Safety & Asset Investment was welcomed to his first Cabinet meeting, to present the Housing Compliance report for quarter 2. The report and associated appendices set out the Council's performance against the Council's legal and regulatory landlord responsibilities for a range of building safety measures including fire protection, gas, asbestos, electrical and water. The Cabinet heard how monitoring had been undertaken and subsequent mitigation works to achieve the required performance targets.

AGREED (unanimously) that Cabinet note:

- a) the exceptions to performance of the housing service compliance functions;
- b) interim arrangements for monitoring damp and mould ahead of introduction of Awaab's Law; and
- c) the ongoing actions to improve and maintain performance.

This links to two ambitions in our Community Plan:

Ambition 2: Increase the supply of housing, in particular decent homes that residents can afford to buy and rent, as well as improving housing standards and,

Ambition 7: Be a top performing, modern and accessible Council that get its everyday services right for the residents and businesses that it serves

Reasons for Decision:

To provide assurance on the work undertaken to ensure the safety of tenants and compliance with the regulatory standards.

Options Considered:

None

Councillor L. Brazier left the meeting following consideration of this item.

330 BUDGET PERFORMANCE REPORT- QUARTER 2

The Assistant Business Manager - Financial Services, presented a report which detailed the forecast outturn position for the 2025/26 financial year for the Council's General Fund and Housing Revenue Account revenue and capital budgets, which detailed performance against the approved estimates of revenue expenditure and income; report on major variances from planned budget performance; and report on variations to the Capital Programme for approval; all in accordance with the Council's Constitution.

The Cabinet considered details of the favourable and unfavourable variances reported, detailed in tables one and two of the report, and the HRA revenue outturn in table three of the report. The Council had been fully compliant with all prudential indicators during the reporting period.

In discussion, Members considered resource provision for the Monitoring Officer function following implementation of the new working arrangements, which would be kept under review.

AGREED (unanimously) that Cabinet:

- (a) note the General Fund projected favourable outturn variance of £0.062m;
- (b) note the Housing Revenue Account projected unfavourable outturn variance of £0.201m to the Major Repairs Reserve;
- (c) approve the variations to the Capital Programme at Appendix E;
- (d) approve the Capital Programme revised budget and financing of £46.823m; and

(e) note the Prudential indicators at Appendix H.

Reasons for Decision:

To consider the forecast outturn position for the 2025/26 financial year for the Council's General Fund and Housing Revenue Account revenue and capital budgets.

To show performance against the approved estimates of revenue expenditure and income; report on major variances from planned budget performance; and report on variations to the Capital Programme for approval; all in accordance with the Council's Constitution.

Options Considered:

Not applicable.

331 COMMUNITY PLAN PERFORMANCE REPORT - QUARTER 2

The Transformation and Service Improvement Officer presented a report which detailed the Quarter 2 Community Plan Performance Report (July to September 2025). The report and accompanying presentation highlighted performance across a number of performance indicators and work in progress and planned in mitigation to achieve performance targets. Members considered re-let times for voids in depth, and the performance of the leisure services.

AGREED (unanimously) that Cabinet:

- a) review the Community Plan Performance Report attached as **Appendix 1**;
- b) review the compliance report attached as **Appendix 2**; and
- c) consider the Council's performance against its objectives highlighting any areas of high performance and identifying areas for improvement.

Reasons for Decision:

Performance management is used to drive improvement by analysing data and progress against key activities as well as building a picture of the context of performance using district statistics, customer feedback and workforce information.

Options Considered:

Not applicable

332 COST OF LIVING UPDATE

The Business Manager- Healthy Place was in attendance to provide an update on the delivery of proposals to assist tenants and residents with the rise in the cost of living. The report detailed actions undertaken and the proposed activities for activity in 2026/27. Members noted the report and welcomed the work to support residents.

AGREED (unanimously) that Cabinet:

- a) Approves the budget proposed for 2026/27 over the activities as described in Section 3 of the report, to be financed by £100,000 added into GF budgets and

£30,000 from the HRA unallocated efficiency savings; and

- b) Agrees that any underspend within a project can be distributed amongst the pre-agreed projects to enhance delivery.

Reasons for Decision:

To support tenants and residents with the ongoing cost of living challenges.

Options Considered:

The alternative option includes not providing an additional budget and programme specially to address issues resulting from the cost-of-living crisis. This has been discounted due to the council's desire to support those residents most in need, with a focus for the coming year of support on meeting basic needs for the most vulnerable.

333 14 MARKET PLACE, NEWARK

The Asset Manager- Corporate Property was in attendance to provide an update on the tenancy of 14 Market Place, Newark. Members heard that since the December 2024 report considered and agreed by Cabinet, discussions had been ongoing with the potential end users of the ground floor part of the building for the proposed Community Hub. This included discussions with Lincoln College Group (LCG) and the Nottingham CVS who after viewing the property and plans decided against taking a tenancy at 14 Market Place due to the building not being large enough to incorporate their plans. Despite best efforts which included representations to, and by, the Newark Towns Board, it had not been possible to secure a tenant to manage and operate the ground floor throughout the week as a Community Hub. Having exhausted that option, it was proposed to market and let the ground floor space on commercial terms.

AGREED (with 6 for and 1 abstention) that Cabinet approve:

- a) the conversion of the designated community space within 14 Market Place, Newark to a commercial use; and
- b) delegated authority be given to the Deputy Chief Executive/Director - Resources to enter into a future lease once a tenant has been identified.

Reasons for Decision:

To ensure the continued utilisation of 14 Market Place as a commercial and residential asset, supporting the Council's town centre strategy and maximising the value of a key property within the Council's portfolio.

Options Considered:

Potential tenants such as Lincoln College Group and CVS were considered but ultimately declined due to the space not meeting their operational requirements.

334 NEIGHBOURHOOD PLANNING FUNDING (KEY DECISION)

The Business Manager Planning Policy & Infrastructure was in attendance to present a

report which set out the current situation regarding neighbourhood plan funding for Parish and Town Councils and set out options for future funding. It was proposed that the District Council and Locality work with interested Neighbourhood Planning Bodies to scope out what they aim to achieve and seek to establish potential costs. Once this work was done, consideration can be given to how funding could be secured.

Members welcomed the report and proposals to work with parish councils and parish meetings.

AGREED (unanimously) that:

- (a) Cabinet agree that the District Council and Locality work with interested NPBs to scope out what they aim to achieve and seek to establish potential costs; and
- (b) following the appraisal of potential resource implications, the District Council work with Neighbourhood Planning Bodies and Locality to identify potential funding sources.

Reasons for Decision:

To allow officers to consider alternative funding approaches for Neighbourhood Plans.

Options Considered:

None - supporting Town & Parish Council's in Neighbourhood Planning is a statutory responsibility.

335 INFRASTRUCTURE FUNDING STATEMENT (KEY DECISION)

The Business Manager - Planning Policy & Infrastructure was in attendance to present a report to update Cabinet on matters set out in the 2024/25 (the reported year) Infrastructure Funding Statement (IFS); and to seek approval to amend current CIL procedures. Members noted it was a national requirement for the District Council to publish an annual Infrastructure Funding Statement (IFS) setting out the current position on developer contributions. The 2025 IFS had been finalised and appended to the report for Members.

The report also set out a procedure for spending the meaningful proportion of CIL monies for Parish Meetings.

AGREED (unanimously) that Cabinet:

- a) approve the publication of the Infrastructure Funding Statement, which has been produced in accordance with the legislative requirements, before the end of the calendar year;
- b) approve payment of the CIL meaningful proportion to Town and Parish Councils once per annum. This process to commerce for monies collected in the financial year 2025/2026;

- c) approve the proposed guidance note at Appendix C for Town and Parish Councils, regarding CIL Meaningful proportion including informing them of their legal duty to produce an annual report on CIL receipts, CIL Spend, and CIL monies held in their account; and
- d) approve the proposed procedures set out at paragraph 2.13 and 2.14 for the spend of CIL for Parish Meetings and Parishes with no meetings.

Reasons for Decision:

To ensure that the District Council is operating in accordance with the requirements of the Community Infrastructure Regulations.

To deliver resource efficiencies by reducing the administrative burden for Newark & Sherwood District Council To provide guidance on various aspects of CIL Meaningful Proportion Spend.

Options Considered:

None, there is a statutory requirement to publish the IFS by the end of the calendar year.

To not make an amendment to the payment of the CIL meaningful proportion to Town and Parish Councils.

336 COMMUNITY GRANT SCHEME UPDATE

The Business Manager- Healthy Places was in attendance to present the annual report on the Community Grant scheme delivery for 2025-26 and budget setting proposals for 2026-27. The first round of the community grant scheme for 2025-26 received 44 applications of which 20 were successfully allocated a grant. The grant scheme was heavily oversubscribed with request for support totalling over £370k, over three times the amount available for allocation. Due to the demand on the scheme, it was proposed that Cabinet increase the budget for 2026-27 to £150,000 to continue the community grant scheme (inclusive of the £6086.71 underspend for 2025-26).

Members considered the eligibility criteria for grants and agreed to amend 3.3 in the report to the following :-

- Applicants can only secure grant once in a three-year period
- Where there are applications from multiple branches of an umbrella organisation, that are not separately constituted, only one allocation will be made in any three-year period.
- That where elected councillors are members of/ affiliated with groups receiving grant, all grants will be conditioned to ensure that there is no political gain through grant or associated publicity.

AGREED (unanimously) that Cabinet:

- c) notes the delivery of the Community Grant Scheme in 2025-26 to date;
- d) approves an increase to the current budget of £43,610 up to £150,000 for the 2026-2027 Community Grant Scheme; and
- e) approves the changes to the Community Grant Scheme eligibility criteria as detailed in section 3.3 of the report, subject to the second bullet point reading as follows:

Where there are applications from multiple branches of an umbrella organisation, that are not separately constituted, only one allocation will be made in any three-year period.

Reasons for Decision:

To ensure that funding can be allocated to community groups – supporting communities to be sustainable and thrive.

Options Considered:

To withdraw the community grant scheme. This alternative has been discounted due to the demonstrable positive impact the scheme has on the local community – empowering local groups and developing community capacity and resilience.

Meeting closed at 8.15 pm.

Chair