

**MINUTES OF: THE CABINET**

**Date of Meeting:** Tuesday 12<sup>th</sup> March 2019

**Present:** Councillor Barnes (Chair)  
Councillors Lamb, Oakes, Serridge and Walmsley

**In Attendance:** Mr S Sugarman, Chief Executive  
Ms C Burns, Director of Economic Development  
Ms S Plum, Director of Communities  
Ms C Birtwistle, Monitoring Officer  
Mr P Seddon, Head of Finance  
Miss G Ashton, Committee and Member Services Officer

**Also Present:** Councillor Farrington

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**1. APOLOGIES FOR ABSENCE**

1.1 Apologies were received from Councillor Ashworth.

**2. MINUTES OF PREVIOUS MEETINGS**

**Resolved:**

That the minutes of the meeting held on 13<sup>th</sup> February 2019 were agreed as a correct record.

**3. URGENT ITEMS OF BUSINESS**

3.1 There were no urgent items.

**4. DECLARATIONS OF INTEREST**

4.1 There were no declarations of interest.

**5. PUBLIC QUESTION TIME**

5.1 The Leader of the Council advised that no written questions had been submitted. Questions from elected members and members of the public were permitted at this point.

5.2 There were no questions.

**6. CUSTOMER AND DIGITAL STRATEGY**

6.1 In the absence of the Portfolio Holder for Health, Housing, Communities and Customer Service, the Portfolio Holder for Resources outlined the report which asked members to note the content of the report and adopt the Customer and Digital Strategy 2019-22. Members were asked to delegate minor amendments to the Director of Communities in consultation with the Portfolio Holder.

**Resolved:**

1. That members noted the content of the report and adopted the Customer and Digital Strategy 2019-22.
2. Members delegated future minor amendments to the Strategy to the Director of Communities in consultation with the Portfolio Holder.

**Reason for Decision:**

The new Strategy identified the Council's vision and key actions to ensure we make the most of digital technology to design services around the needs of our customers.

**Alternative Options Considered:**

None.

**7. WRITE-OFFS COUNCIL TAX, NON-DOMESTIC RATE, HOUSING BENEFIT OVERPAYMENT AND SUNDRY DEBTS**

- 7.1 The Portfolio Holder for Resources outlined the report which asked members to write off £24,329.97 in respect of irrecoverable Non-Domestic Rate debt, £5,719.08 in respect of irrecoverable Council Tax debt and £40,206.29 in respect of irrecoverable Housing Benefit Overpayment.
- 7.2 In response to a question raised, the Head of Finance confirmed that every effort had been made, over a number of years, to recover the Housing Benefit Overpayment without any success.

**Resolved:**

1. Members approved the write off of £24,329.97 in respect of irrecoverable Non-Domestic Rate debt.
2. Members approved the write off of £5,719.08 in respect of irrecoverable Council Tax debt.
3. Members approved the write off of £40,206.29 in respect of irrecoverable Housing Benefit Overpayment.

**Reason for Decision:**

The write offs were within the provisions available, and recommendation to write off was made within the grounds of prudence before the financial year end.

**Alternative Options Considered:**

None.

**The meeting commenced at 6.30pm and concluded at 6.35pm**

\_\_\_\_\_ CHAIR \_\_\_\_\_ DATE