

**Date of meeting** Wednesday, 7th June, 2017  
**Time** 6.00 pm  
**Venue** Committee Room 1, Civic Offices, Merrial Street, Newcastle-under-Lyme, Staffordshire, ST5 2AG  
**Contact** Geoff Durham



**NEWCASTLE  
UNDER LYME**  
**BOROUGH COUNCIL**

Civic Offices  
Merrial Street  
Newcastle-under-Lyme  
Staffordshire  
ST5 2AG

# Cabinet

## AGENDA

### PART 1 – OPEN AGENDA

- 1 APOLOGIES**
- 2 DECLARATION OF INTEREST**  
To receive declarations of interest from Members on items included in the agenda.
- 3 MINUTES** (Pages 3 - 6)  
To consider the minutes of the previous meeting.
- 4 DOCUMENT MANAGEMENT RENEWAL** (Pages 7 - 12)
- 5 FINANCIAL AND PERFORMANCE MANAGEMENT REPORT TO  
END OF QUARTER FOUR (JANUARY-MARCH) 2016** (Pages 13 - 20)
- 6 SHARED LEGAL SERVICE WITH STOKE ON TRENT CITY  
COUNCIL** (Pages 21 - 24)
- 7 CRACKLEY LOCAL LETTINGS PLAN** (Pages 25 - 28)
- 8 IMPLEMENTATION OF NEW PROVISIONS UNDER THE  
PLANNING AND HOUSING ACT 2016** (Pages 29 - 38)
- 9 CONFIRMATION OF DECISION TAKEN UNDER DELEGATION** (Pages 39 - 40)
- 10 URGENT BUSINESS**  
To consider any business which is urgent within the meaning of Section 100B(4) of the Local Government Act 1972.

## 11 ATTENDANCE AT CABINET MEETINGS

### **Councillor attendance at Cabinet meetings:**

- (1) The Chair or spokesperson of the Council's scrutiny committees and the mover of any motion referred to Cabinet shall be entitled to attend any formal public meeting of Cabinet to speak.
- (2) Other persons including non-executive members of the Council may speak at such meetings with the permission of the Chair of the Cabinet.

### **Public attendance at Cabinet meetings:**

- (1) If a member of the public wishes to ask a question(s) at a meeting of Cabinet, they should serve two clear days' notice in writing of any such question(s) to the appropriate committee officer.
- (2) The Council Leader as Chair of Cabinet is given the discretion to waive the above deadline and assess the permissibility if the question(s). The Chair's decision will be final.
- (3) The maximum limit is three public questions at any one Cabinet meeting.
- (4) A maximum limit of three minutes is provided for each person to ask an initial question or make an initial statement to the Cabinet.
- (5) Any questions deemed to be repetitious or vexatious will be disallowed at the discretion of the Chair.

**Members:** Councillors Beech, Kearon, Turner (Vice-Chair), J Williams, Shenton (Chair), Rout and Robinson

**PLEASE NOTE:** The Council Chamber and Committee Room 1 are fitted with a loop system. In addition, there is a volume button on the base of the microphones. A portable loop system is available for all other rooms. Should you require this service, please contact Member Services during the afternoon prior to the meeting.

**Members of the Council:** If you identify any personal training/development requirements from any of the items included in this agenda or through issues raised during the meeting, please bring them to the attention of the Democratic Services Officer at the close of the meeting.

**Meeting Quorums :- 16+= 5 Members; 10-15=4 Members; 5-9=3 Members; 5 or less = 2 Members.**

**FIELD\_TITLE**

Officers will be in attendance prior to the meeting for informal discussions on agenda items.