

**CABINET held at COUNCIL CHAMBER - COUNCIL OFFICES, LONDON ROAD, SAFFRON WALDEN, CB11 4ER, on THURSDAY, 4 SEPTEMBER 2025 at 7.00 pm**

Present: Councillor P Lees (Chair)  
Councillors A Coote, J Evans, N Hargreaves, N Reeve and M Sutton

Officers in attendance: P Holt (Chief Executive), D Hermitage (Strategic Director of Planning), P Evans (Head of Contract, Risk and Performance), B Ferguson (Democratic Services Manager), N Katevu (Head of Legal and Monitoring Officer), A Knight (Chief Operating Officer), L Porteous (Director of Finance), B Tice (Principal Website and Consultation Officer) and A Webb (Strategic Director of Finance, Commercialisation and Corporate Services)

Also present: Councillors R Gooding (Conservative Group Leader) and R Silcock (Deputy Liberal Democrat Group Leader)

**CAB26 APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST**

Apologies for absence were received from Councillors Gregory (Chair of Scrutiny Committee), Pavitt (Leader of the Uttlesford Independents Group) and Sell (Leader of the Liberal Democrat Group).

Councillor Silcock substituted for Councillor Sell as the Deputy Leader of the Liberal Democrat Group.

There were no declarations of interest

**CAB27 MINUTES OF THE PREVIOUS MEETING**

The minutes of the previous meeting on 15 July 2025 and the extraordinary meeting on 21 August were approved as correct records.

**CAB28 QUESTIONS OR STATEMENTS FROM NON-EXECUTIVE MEMBERS OF THE COUNCIL (STANDING ITEM)**

There were no questions or statements from non-executive members.

**CAB29 CONSIDERATION OF REPORTS FROM OVERVIEW AND SCRUTINY COMMITTEES (STANDING ITEM)**

There was no report to consider from the Scrutiny Committee, as Councillor Gregory had given his apologies.

**CAB30      REPORT OF DELEGATED DECISIONS TAKEN BY CABINET MEMBERS  
(STANDING ITEM)**

Cabinet noted two executive decisions. Firstly, the Council's response to the [MHCLG Reform of Planning Committees Technical Consultation - Modern Council](#) taken on 24 July 2025. Secondly, the decision relating to [Allocation Policy amendment](#) taken on 19 August 2025.

**CAB31      PLEDGDON GREEN HENHAM CONSERVATION AREA APPRAISAL**

*Councillor Gooding arrived at 7.05pm.*

Councillor Evans presented the report regarding the Pledgdon Green Henham Conservation Area Appraisal and thanked the Principal Website and Consultation Officer for his work. He said that a detailed character appraisal and management plan had been prepared by Place Services on behalf of Henham Parish Council, which recommended designating Pledgdon Green as a conservation area, as it was one of the few remaining unenclosed areas of common land in the district with historic significance. He proposed the recommendations set-out in the report.

Councillor Sutton seconded the proposal.

The Principal Website and Consultation Officer said a public meeting was held and a six-week consultation had been carried out on the proposal, and objections to the conservation area had been raised to the attention of Place Services. If approved, he said that the associated appraisal and management plan for the conservation area would be used to guide planning decisions.

Members expressed support for the designation, noting the exceptional natural qualities of the area that warranted protection. There was also discussion regarding the impact on the use of solar panels in conservation areas, with clarification provided that domestic solar installations would still be allowed under permitted development rights.

Cabinet unanimously approved the proposal.

**RESOLVED:**

- I.      That the Pledgdon Green Conservation Area Character Appraisal and Management Plan be approved and used to assist in the process of determining planning applications and for implementing management proposals.
- II.     That the Pledgdon Green Conservation Area be formally designated.

**CAB32      PROVISIONAL FINANCIAL & TREASURY OUTTURN**

The Leader amended the order of the agenda for the benefit of those present.

Councillor Hargreaves presented the report regarding the Provisional Financial & Treasury Outturn. He highlighted a number headlines from the report including the General Fund underspend by £629,000; that the Housing Revenue Account (HRA) was underspent by £2.5 million; that there was a capital underspend of £2.4 million; and that all three sets of reserves (General Fund, Housing Revenue Account, and Capital) increased during the year. In conclusion, he said the financial position was positive overall, with an increase to the Council's reserves in the wake of Local Government Reorganisation. He proposed the recommendations set out in the report.

This was seconded by Councillor Coote.

Cabinet approved the proposal unanimously.

RESOLVED to:

- I. Note the contents of this report and appendices.
- II. Approve transfers to and from Reserves as highlighted in [Appendix D](#).

**CAB33 COMMUNITY INFRASTRUCTURE LEVY (CIL) FOR UTTLESFORD: DRAFT CHARGING SCHEDULE AND CONSULTATION**

Councillor Evans presented the report regarding the Community Infrastructure Levy (CIL) for Uttlesford: Draft Charging Schedule and Consultation. He said that CIL would benefit the district as a whole and would respond to infrastructure deficits identified in the Local Plan and Infrastructure Delivery Plan. He proposed the recommendations set-out in the report.

The Strategic Director of Planning provided technical details on the proposal, explaining that the draft charging schedule aimed to balance maximising income for infrastructure while ensuring development remained financially viable in the district. He said that the Council would be consulting on both the CIL charging schedule and an updated Developer Contributions Supplementary Planning Document (SPD), alongside the Local Plan consultation.

Councillor Coote seconded the proposal.

In response to a question from Councillor Coote regarding how CIL rates would increase over time, the Strategic Director of Planning said the rate would be indexed and a calculation would be made annually.

Councillor Gooding said he supported CIL as it would help address infrastructure deficits, including requirements following Local Government Reorganisation, such as special education needs.

Councillor Reeve praised the alignment of CIL with the Local Plan and SPD.

Cabinet approved the proposal unanimously.

RESOLVED to:

- I. Agree to the publication of the draft Community Infrastructure Levy Charging Schedule for public consultation pursuant to Regulation 16 of the Community Infrastructure Levy Regulations 2010 (as amended).
- II. Agree to the publication of the updated draft Developer Contribution SPD for consultation for at least 6 weeks concurrently.
- III. Delegate to the Strategic Director of Planning, in consultation with the Cabinet Member for Planning to make any necessary minor modifications to the draft charging schedule following consultation and formally submit it for independent examination (should substantive changes be required it is to be brought back to Cabinet before submission).

#### **CAB34 CORPORATE CORE INDICATORS QUARTER 1 2025/26**

The Leader presented the report regarding Corporate Core Indicators for Quarter 1 for information. She highlighted the quality of the report, noting that other councillors had also praised the document. She said short and long-term trends were generally improving, although there had been a slight downturn in overall performance metrics. A number of specific indicators were highlighted, such as responses to Freedom of Information requests and housing metrics, which were further addressed in the Axis Contract paper. She concluded by thanking the Head of Contract, Performance & Risk for her work in preparing the report.

The report was noted.

#### **CAB35 INTERNAL AUDIT UPDATE**

The Leader presented the report regarding the Internal Audit Update and said that she had spoken with the Chief Executive and decided that detailed discussion of future audit reports would be left to the Audit and Standards Committee in future, to avoid duplication. She highlighted two main points from the report, firstly, that there were some health and safety issues identified that were being addressed; secondly, that there had been some delays to a number of internal audits, but a plan of action was in place to move forward.

Councillor Reeve commented that he had previously expressed concern about accident statistics in waste collection but said that he had since discussed this with the relevant director and was satisfied that improvement actions were being undertaken in that area. He also noted that the industry had some of the highest accident statistics nationwide.

The report was noted.

#### **CAB36 MODERN SLAVERY AND HUMAN TRAFFICKING STATEMENT**

Councillor Hargreaves spoke to the report regarding the Modern Slavery and Human Trafficking Statement. He said that the Council was required to publish

this statement annually, and that the document has not changed from previous years. He noted that this responsibility primarily sat with suppliers, who were contractually required to ensure compliance with the statement. He said there was no evidence of any current issues and highlighted a recent example where comprehensive checks were made to ensure solar panels were not produced using slave labour in China. He proposed approval of the Statement, as set out in Appendix A to the report.

The Leader seconded the proposal.

In response a question from Councillor Reeve, the Chief Operating Officer explained that in regards to new tenders or contracts over a certain value, suppliers were required to sign a declaration that there was no slavery or human trafficking in their supply chain. She noted that while the Council relied on this declaration, investigations would take place further if any red flags arose.

The Strategic Director of Finance, Commercialisation and Corporate Services said that third party audits were also carried out on the supply chain.

The proposal was approved unanimously.

RESOLVED to approve the Modern Slavery Statement for the year 2025/26, as set out in [Appendix A](#).

#### **CAB37    AXIS CONTRACT - THREE MONTH REVIEW**

Councillor Coote presented the report regarding the Axis contract three-month review. He said it was an excellent and well-written report, but noted there had been discussions with the contractor about reduced work volumes, which was being investigated.

In response to a question from Councillor Evans, Councillor Coote said resident feedback would likely be available within the current financial year.

In response to a question from Councillor Silcock about empty houses and voids, Councillor Coote explained that the target for turning around empty homes was 21 days, compared to the actual 82 days. He said this target would be achieved by the next financial year.

The report was noted.

The meeting was closed at 8.20pm.