

## **MID DEVON DISTRICT COUNCIL**

**THE ANNUAL MEETING** of the **MID DEVON DISTRICT COUNCIL** will be held remotely on Wednesday, 28 April 2021 on the rising of the ordinary council meeting.

**ALL MEMBERS** of the **COUNCIL** are summoned to attend for the purposes of transacting the business specified in the Agenda which is set out below:

**[The next meeting is scheduled to be held in Tiverton on Wednesday, 30 June 2021 at 6.00 pm]**

### **STEPHEN WALFORD**

Chief Executive

20 April 2021

**Important - this meeting will be conducted and recorded by Zoom only. Please do not attend Phoenix House. The attached Protocol for Remote Meetings explains how this will work.**

**To join this meeting, please click the following link:**

Join Zoom Meeting

<https://zoom.us/j/94844423331?pwd=Nk5yeVc0UG9NVzZtMktlNnVWdXFGQT09>

Meeting ID: 948 4442 3331

Passcode: 445402

One tap mobile

08000315717,,94844423331#,,,,\*445402# United Kingdom Toll-free

08002605801,,94844423331#,,,,\*445402# United Kingdom Toll-free

Dial by your location

0 800 031 5717 United Kingdom Toll-free

0 800 260 5801 United Kingdom Toll-free

0 800 358 2817 United Kingdom Toll-free Meeting ID: 948 4442 3331

Passcode: 445402

Find your local number: <https://zoom.us/u/aR3woaTCe>

Join by Skype for Business

<https://zoom.us/skype/94844423331>

## AGENDA

1 **Chairman of the Council**

To elect the Chairman of the Council for the municipal year 2021/22

2 **Apologies**

To receive any apologies for absence.

3 **Protocol for Remote Meetings** (*Pages 5 - 12*)

Members to note the Protocol for Remote Meetings.

4 **Vice Chairman of the Council**

To elect the Vice Chairman of the Council for the municipal year 2021/22.

5 **Chairman of the Scrutiny Committee**

To elect the Chairman of the Scrutiny Committee for the municipal year 2021/22.

6 **Allocation of seats and appointment of Committees, Policy Development Groups, certain Working Groups and other Council Bodies** (*Pages 13 - 16*)

After this annual meeting, there are no scheduled meetings before the elections on 6 May, when 3 district wards are being contested. There will be a further by-election in the summer following the sad passing of Glanmor Hughes. So, from a current council membership of 38, it will progress to 41 before any scheduled meeting - and eventually to a full complement of 42. It is therefore recommended that the Council retain the current allocation (based on 39 councillors) until the ordinary meeting on 30 June 2021, when the allocation of seats can be updated to reflect the true political balance arising from the elections. As a reminder, the currently approved allocation is shown at Appendix 1.

Accordingly, it is **recommended:**

- (a) that the Council approve the allocation of seats on Committees and other Council Bodies as shown at Appendix 1;
- (b) that Members be appointed to Committees, Policy Development Groups, certain Working Groups and other Council Bodies in accordance with the names notified to the Chief Executive by each of the Political Groups represented on the Council, to give effect to the approved allocation of seats in (a) above;

- (c) that the Chief Executive be authorised to make changes to the membership of Committees, Policy Development Groups, certain Working Groups and other Council Bodies as may be notified to him from time to time by the relevant Political Group to which those seats have been allocated by the Council;
- (d) that the remaining seats to be filled by ungrouped Members shall be so filled in accordance with the current membership of committees and other bodies shown at Appendix 2.

**7 Appointments to Outside Bodies** *(Pages 17 - 22)*

To consider the list of appointments to outside bodies and seek representatives to the vacant positions available.

**8 Scheme of Delegations**

To agree the existing scheme of delegations as set out in Part 3 of the Constitution. (The Scheme of Delegation sets out the levels of decision making within the Council, outlining those to be made by Council, the Cabinet, individual Cabinet Members, those Committees with regulatory functions and officers).

**9 Programme of Meetings**

To approve the programme of ordinary meetings of the Council for the year 2021/22:

30 June 2021  
25 August 2021  
27 October 2021  
22 December 2021  
23 February 2022  
27 April 2022

**Covid-19 and meetings**

The Council will be holding some meetings in the next few weeks, but these will not be in person at Phoenix House until the Covid-19 crisis eases. Instead, the meetings will be held remotely via Zoom and you will be able to join these meetings via the internet. Please see the instructions on each agenda and read the Protocol on Remote Meetings before you join.

If you want to ask a question or speak, email your full name to [Committee@middevon.gov.uk](mailto:Committee@middevon.gov.uk) by **no later than 4pm on the day before the meeting**. This will ensure that your name is on the list to speak and will help us ensure that you are not missed – as you can imagine, it is easier to see and manage public speaking when everyone is physically present in the same room. Notification in this way will ensure the meeting runs as smoothly as possible.

If you require any further information, or

If you would like a copy of the Agenda in another format (for example in large print) please contact Sally Gabriel on:

E-Mail: [sgabriel@middevon.gov.uk](mailto:sgabriel@middevon.gov.uk)