

## Mid Devon District Council

### Scrutiny Committee

Monday, 24 May 2021 at 2.15 pm  
Exe Room, Phoenix House, Tiverton

Next ordinary meeting  
Monday, 21 June 2021 at 2.15 pm

**Important** - this meeting will take place at Phoenix House, but members of the Public and Press can and should attend via Zoom only. Please do not attend Phoenix House without prior agreement. The attached Protocol for Hybrid Meetings explains how this will work.

Join Zoom Meeting

<https://zoom.us/j/94550504617?pwd=QTlvUHlVNHlDYzloR0x6L2lJdXNSUT09>

Meeting ID: 945 5050 4617

Passcode: 055258

One tap mobile

08003582817,,94550504617#,,,,\*055258# United Kingdom Toll-free

08000315717,,94550504617#,,,,\*055258# United Kingdom Toll-free

Dial by your location

0 800 358 2817 United Kingdom Toll-free

0 800 031 5717 United Kingdom Toll-free

0 800 260 5801 United Kingdom Toll-free

Meeting ID: 945 5050 4617

Passcode: 055258

## Membership

Cllr B G J Warren

Cllr G Barnell

Cllr E J Berry

Cllr W Burke

Cllr Mrs F J Colthorpe

Cllr L J Cruwys

Cllr J M Downes

Cllr Mrs S Griggs

Cllr P J Heal

Cllr F W Letch

Cllr R F Radford

Cllr A Wilce

**Due to the current circumstances, in the event that the meeting is inquorate or there is no business to be transacted, the meeting will not take place.**

## **A G E N D A**

*Members are reminded of the need to make declarations of interest prior to any discussion which may take place*

- 1        **ELECTION OF VICE CHAIRMAN**  
To elect a Vice Chairman for the 2021-2022 municipal year.
  
- 2        **HYBRID MEETING PROTOCOL** (*Pages 5 - 12*)  
Members to note the Hybrid meeting protocol.
  
- 3        **START TIME OF MEETINGS**  
Members to agree the start time of meetings for the remainder of the municipal year
  
- 4        **APOLOGIES AND SUBSTITUTE MEMBERS**  
To receive any apologies for absence and notices of appointment of substitute Members (if any).
  
- 5        **DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT**  
Councillors are reminded of the requirement to declare any interest, including the type of interest, and reason for that interest, either at this stage of the meeting or as soon as they become aware of that interest.
  
- 6        **PUBLIC QUESTION TIME**  
To receive any questions relating to items on the Agenda from members of the public and replies thereto.  
  
Note: A maximum of 30 minutes is allowed for this item.
  
- 7        **MINUTES OF THE PREVIOUS MEETING** (*Pages 13 - 18*)  
Members to consider whether to approve the minutes as a correct record of the meeting held on 19<sup>th</sup> April 2021.  
  
The Committee is reminded that only those members of the Committee present at the previous meeting should vote and, in doing so, should be influenced only by seeking to ensure that the minutes are an accurate record.
  
- 8        **DECISIONS OF THE CABINET**  
To consider any decisions made by the Cabinet at its last meeting that have been called-in.

**Stephen Walford**  
Chief Executive  
Friday, 14 May 2021

## Covid-19 and meetings

From 7 May 2021, the law requires all councils to hold formal meetings in person. However, the Council is also required to follow government guidance about safety during the pandemic. For a short period – probably until 30 June – the Council will enable all people to continue to participate in meetings via Zoom.

You are strongly encouraged to participate via Zoom to keep everyone safe - there is limited capacity in meeting rooms if safety requirements are to be met. There are restrictions and conditions which apply to those in the building and the use of the building. You must not attend a meeting at Phoenix House without complying with the requirements in the new protocol for meetings. You must follow any directions you are given.

Please read the new meeting protocol which is available here: <https://democracy.middevon.gov.uk/documents/s21866/aaaaHybridMeetingProtocolMay2021.pdf>

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 would like a copy of the Agenda in another format (for example in large print) please contact Carole Oliphant on:

Tel: 01884 234209

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

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