

## **MID DEVON DISTRICT COUNCIL**

**A MEETING** of the **MID DEVON DISTRICT COUNCIL** will be held in the Phoenix Chambers, Phoenix House, Tiverton on Wednesday, 1 November 2023 at 6.00 pm

**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, 29 November 2023 at 6.00 pm]**

**Please Note:** this meeting will take place at Phoenix House and members of the Public and Press are able to attend via Teams. If you are intending to attend in person please contact the committee clerk in advance, in order that numbers of people can be appropriately managed in physical meeting rooms.

[To join meeting online, click here](#)

Meeting ID: 342 194 679 349

Passcode: 72KzjT

**STEPHEN WALFORD**

Chief Executive

24 October 2023

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

## AGENDA

### 1 **Apologies**

To receive any apologies for absence.

### 2 **Public Question Time**

To receive any questions from members of the public and replies thereto.

### 3 **Declarations of Interest under the Code of Conduct**

Councillors are reminded of the requirement to declare any interest, including the type of interest, and the reason for that interest, either at this stage of the meeting or as soon as they become aware of that interest.

### 4 **Minutes** (*Pages 7 - 28*)

Members to consider whether to approve the minutes as a correct record of the meeting held on 6 September 2023.

The Council is reminded that only those Members 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.

### 5 **Chairman's Announcements**

To receive any announcements which the Chairman of the Council may wish to make.

### 6 **Petitions**

To receive any petitions from members of the public.

### 7 **Notices of Motions**

#### 1. **Motion 598 (Councillor N Letch – 18 October 2023)**

The Council has before it a **MOTION** submitted for the first time:

“This Council resolves to write to Devon County Council and demonstrates its support for the mobile library service, to see it maintained and that other community service options are considered to ensure the viability of the service.”

In accordance with Procedure Rule 14.4, the Chairman of the Council has decided that this Motion (if moved and seconded) be dealt with at this meeting.

## 2. Motion 599 (Councillor L Taylor – 19 October 2023)

The Council has before it a **MOTION** submitted for the first time:

“This Council condemns the repeated failure of the respective authorities to repair the wall abutting the River Lowman at Chapel Street in Tiverton.

The Council requests the Director of Place to contact both Devon County Council as the highway authority and the Environment Agency as the river authority, to ensure that they understand the need to resolve this as a matter of priority.”

In accordance with Procedure Rule 14.4, the Chairman of the Council has decided that this Motion (if moved and seconded) be dealt with at this meeting.

## 8 **Reports** (*Pages 29 - 110*)

To receive and consider the reports, minutes and recommendations of the recent meetings as follows:

1. Cabinet
  - 19 September 2023
  - 17 October 2023 (Recommendation to Council, Damp and Mould Policy, new)
2. Scrutiny Committee
  - 2 October 2023
3. Audit Committee
  - 24 October 2023 (to follow)
4. Homes PDG
  - 26 September 2023
5. Economy PDG
  - 5 October 2023
6. Environment PDG
  - 10 October 2023 (to follow)
7. Community PDG
  - 24 October 2023 (to follow)
8. Planning Committee
  - 27 September 2023

9. Standards Committee  
- 18 October 2023

9 **Revised Allocation** (*Pages 111 - 112*)

The revised allocation is necessary following the departure of 1 Member from the Conservative Group to become an Independent Member of Council.

It is **recommended**:

- (a) that the Council approve the allocation of seats on Committees and other Council Bodies as shown on the schedule;
- (b) that Members be appointed to Committees 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 Members also be appointed to Working Groups and other Internal 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;
- (d) that the Chief Executive be authorised to make changes to membership of Committees, Working Groups and other Internal 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.
- (e) that the appointments to seats remaining to be filled by ungrouped Members shall be made at this meeting.

10 **Governance Briefing Note** (*Pages 113 - 118*)

To receive a report from the District Solicitor and Monitoring Officer providing Members with an update on the work carried out so far on the proposed change to the governance system.

11 **State of the District Debate**

The Leader has requested that consideration be given to an appropriate subject and format for a State of the District Debate.

12 **Questions in accordance with Procedure Rule 13**

To deal with any questions raised pursuant to Procedure Rule 13 not already dealt with during the relevant Committee reports.

13 **Special Urgency Decisions**

To note any decisions taken under Rule 16 (of the Constitution) Special Urgency – no decisions of this kind have been made since the last meeting.

**14 Questions to Cabinet Members**

To receive answers from the Cabinet Members to questions on their portfolios from other Members.

**15 Members Business**

To receive any statements made and notice of future questions by Members.

Note: the time allowed for this item is limited to 15 minutes.

## **Meeting Information**

From 7 May 2021, the law requires all councils to hold formal meetings in person. The Council will enable all people to continue to participate in meetings via Teams.

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. Notification in this way will ensure the meeting runs as smoothly as possible.

Please note that a reasonable amount of hardcopies at the meeting will be available, however this is a limited number. If you are attending the meeting and would like a hardcopy of the agenda we encourage that you notify Democratic Services in advance of the meeting to ensure that a hardcopy is available. Otherwise, copies of the agenda can be found on our website.

If you would like a copy of the Agenda in another format (for example in large print) please contact Sarah Lees on: [slees@middevon.gov.uk](mailto:slees@middevon.gov.uk)

Public Wi-Fi is available in all meeting rooms.