

THE ANNUAL MEETING of the **MID DEVON DISTRICT COUNCIL** will be held in the Phoenix Chambers, Phoenix House, Tiverton on Wednesday, 22 May 2024 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, 17 July 2024 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.

The meeting will be Hybrid and an audio recording made and published on the website after the meeting.

[CLICK HERE TO JOIN THE MEETING](#)

Meeting ID: 330 806 044 481
Passcode: UTJFC7

STEPHEN WALFORD
Chief Executive

14 May 2024

AGENDA

1 Chairman of the Council

To elect the Chairman of the Council for the year 2024/25.

2 Chairman's Address

The Chairman to address the Council.

3 Apologies

To receive any apologies for absence.

4 Declarations of Interest under the Code of Conduct

To record any interests on agenda matters.

5 Minutes *(Pages 5 - 24)*

To consider whether to approve the minutes as a correct record of the meeting held on 24 April 2024.

6 Vice Chairman of Council

To elect the Vice Chairman of the Council for the year 2024/25.

7 Chairman of the Scrutiny Committee

To elect the Chairman of the Scrutiny Committee for 2024/25.

8 Appointment of Committees, Sub Committees, Working Groups and other Internal Bodies *(To Follow)*

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.

9 **Appointment to Outside Bodies** *(Pages 25 - 26)*

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

10 **Scheme of Delegation**

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)

11 **Programme of Meetings**

To approve the programme of ordinary meetings of the Council for the year 2024/25:

17th July 2024
4th September 2024
30th October 2024
18th December 2024
19th February 2025
23rd April 2025

12 **The Leader of the Council update**

To receive an update from the Leader of the Council.

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 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 Laura Woon on: lwoon@middevon.gov.uk

Public Wi-Fi is available in all meeting rooms.