

A **MEETING** of the **MID DEVON DISTRICT COUNCIL** will be held in the Phoenix Chambers, Phoenix House, Tiverton on Wednesday, 19 February 2025 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, 23 April 2025 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.

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

Meeting ID: 359 544 009 543
Passcode: GnQpV4

Stephen Walford
Chief Executive

11 February 2025

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 **Apologies**
To receive any apologies for absence.
- 2 **Public Question Time**
To receive any questions and or statements relating to any items of the Council powers/ duties or which otherwise affects the District and items on the agenda from members of the public.
- 3 **Declarations of Interest under the Code of Conduct**
To record any interests on agenda matters.
- 4 **Previous Minutes of the meetings held on 18 December 2024 and 8 January 2025 (Pages 9 - 38)**
To consider whether to approve the minutes as a correct record of the meeting held on 18 December 2024 and 8 January 2025.
- 5 **Chair's Announcements**
To receive any announcements which the Chair of the Council may wish to make.
- 6 **Petitions**
To receive any petitions from members of the public.
- 7 **Notices of Motions**
To receive any notices of motions.
- 8 **Reports- Minutes of the meetings held between 10 December 2024 to 11 February 2025 (Pages 39 - 224)**
To receive and consider the reports, minutes and recommendations of the recent meetings as follows:

Cabinet- Reports of the Minutes of the meetings held on 10 December 2024, 7 January and 4 February 2025

10 December 2024 (*Pages 39 -57*)

7 January 2025 (*Pages 59 -72*)

4 February 2025 (*Pages 73 -223*)
(Recommendations to Full Council)

1. Business Rate Tax Base

Cabinet **RECOMMENDS TO FULL COUNCIL**

The calculation of the NNDR1 net yield of £19,854,365 from 3,562 business rated properties be **NOTED** and **APPROVED** for 2025/26.

The proportions distributed to the respective authorities and Central Government be allocated as per the statutory regulations.

Members **NOTED** that Central Government would reimburse the Council through a Section 31 grant to compensate it for the reduction in collectable business rates as a result of introducing various reliefs.

Members **AGREED** to Mid Devon re-joining the Devon Business Rates Pool for 2025/26.

2. **2025/26 Budget**

Cabinet **RECOMMENDS TO FULL COUNCIL**

Capital Strategy and 2025/26 – 2029-30 Capital Programme:

That the proposed 2025/26 Capital Strategy be **APPROVED** – Appendix 1;

That a Capital Programme consisting of new and existing projects totalling £135,569k with a profiled spend forming a Deliverable Capital Programme for 2025/26 of £41,614k be **APPROVED**– Annexes 1a, 1b and 2 to Appendix 1. (Note this was inclusive of forecast slippage as at Quarter 3 from the existing Capital Programme and would be finalised and formal approval sought as part of 2025/26 Outturn report);

The updated Capital MTFP's for the General Fund and Housing Revenue Account covering the years 2026/27 to 2029/30 be **NOTED**.

Treasury Management Strategy:

The proposed Treasury Management Strategy and Annual Investment Strategy for 2025/26, including the prudential indicators for the next 3 years and the Minimum Revenue Provision Statement (Appendix 2) be **APPROVED**.

2025/26 Revenue Budget:

A Council Tax Requirement of £7,348,850 calculated using a Council Tax of £239.12 for a Band D property, an increase of £6.96 or 2.99% from 2024/25 Cabinet – 4 February 2025 8 and a Tax Base of 30,732.91, in accordance with the Local Authorities (Calculation of Tax Base) Regulation 1992, as amended, after the relevant adjustments in respect of the Council tax support scheme approved by Cabinet on 12 November 2024 be **APPROVED**;

The overall budgeted Net Cost of Services within the General Fund of £15,356,730 for 2025/26 be **APPROVED** as detailed within Appendix 3 (p2 – 40) and inclusive of the proposed balancing adjustments included within Table 1 in paragraph 5.5;

All of the transfers to and from Earmarked Reserves as detailed in Appendix 3 (p41) be **APPROVED**;

The HRA budget for 2025/26 as detailed within Appendix 3 (p42 – 51), with total income of £16,058,310, less direct costs of £12,939,410 with internal charges of £2,050,250 and capital financing of £1,068,650 balancing the budget be **APPROVED**;

Work on strategic planning for delivering a balanced budget for 2026/27 and beyond be commenced immediately be **NOTED**.

Scrutiny Committee- Reports of the Minutes of the meetings held on 16 December 2024 and 13 January 2025 (Pages 225 - 244)

16 December 2024.

13 January 2025.

Audit Committee- Reports of the Minutes of the meetings held on 21 January 2025 (Pages 245 - 252)

21 January 2025.

Homes Policy Development Group (PDG)- Reports of the Minutes of the meetings held on 28 January 2025 (Pages 253 - 260)

28 January 2025.

Standards Committee- Reports of the Minutes of the meetings held on 5 February 2025 (Pages 261 - 306)

5 February 2025.
(Recommendation to Full Council)

Standards Committee **RECOMMENDS TO FULL COUNCIL**

1. Government consultation ‘Strengthening the Standards and Conduct Framework for Local Authorities in England.

The Council notes and provides feedback on the Government Consultation;

The Director of Legal, People & Governance (Monitoring Officer) be delegated to respond to the Government with the Council’s response.

9 **2025/2026 Council Tax Resolution (Pages 307 - 322)**
To consider a report of the Deputy Chief Executive (S151) on the Council Tax Resolution for 2025/26.

10 **Appointment to Outside Bodies**
To consider the appointment to outside bodies for Council for the Armed

Forces Partnership and seek one representative to the position available.

11 **Team Devon Local Government Joint Committee**

That Council note the background report and agrees to the creation and formulation of the Team Devon Joint Committee as proposed in the **Devon County Council Report**.

To agree the nomination of the Leader of the Council to be the council's representative on the Team Devon Joint Committee.

This item was deferred from December's meeting of full council in light of the recently-published English Devolution White Paper and accompanying Minister's letter. Irrespective of the emerging timeline around any proposals for local government reorganisation, the Combined County Authority covering Devon and Torbay will be implemented in Spring 2025, therefore it is essential that council agrees to the formal creation of the Team Devon Joint Committee and the nomination of the Leader to this body, in order for Mid Devon to be represented and take up its seat on this committee.

12 **Questions in accordance with Procedure Rule 11**

To deal with any questions raised pursuant to Procedure Rule 11 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.

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.

Guidance notes for meetings of Mid Devon District Council

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 the Council experience technology difficulties at a committee meeting the Chairman may make the decision to continue the meeting 'in-person' only to conclude the business on the agenda.

1. Inspection of Papers

Any person wishing to inspect minutes, reports, or the background papers for any item on the agenda should contact Democratic Services at Committee@middevon.gov.uk

They can also be accessed via the council's website [Click Here](#)

Printed agendas can also be viewed in reception at the Council offices at Phoenix House, Phoenix Lane, Tiverton, EX16 6PP.

2. Members' Code of Conduct requirements

When considering the declaration of interests and their actions as a councillor, Members are reminded of the requirements of the Members' Code of Conduct and the underpinning Principles of Public Life: Honesty; Integrity; Selflessness; Objectivity; Accountability; Openness; Leadership.

The Code of Conduct can be [viewed here](#):

3. Minutes of the Meeting

Details of the issues discussed, and recommendations made at the meeting will be set out in the minutes, which the Committee will be asked to approve as a correct record at its next meeting. Minutes of meetings are not verbatim.

4. Public Question Time

Residents, electors or business rate payers of the District wishing to raise a question and/or statement under public question time are asked to provide their written questions to the Democratic Services team by 5pm three clear working days before the meeting to ensure that a response can be provided at the meeting. You will be invited to ask your question and or statement at the meeting and will receive the answer prior to, or as part of, the debate on that item. Alternatively, if you are content to receive an answer after the item has been debated, you can register to speak by emailing your full name to Committee@middevon.gov.uk by no later than 4pm on the day before the meeting. You will be invited to speak at the meeting and will receive a written response within 10 clear working days following the meeting.

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

5. Meeting Etiquette for participants

- Only speak when invited to do so by the Chair.
- If you're referring to a specific page, mention the page number.

For those joining the meeting virtually:

- Mute your microphone when you are not talking.
- Switch off your camera if you are not speaking.
- Speak clearly (if you are not using camera then please state your name)
- Switch off your camera and microphone after you have spoken.
- There is a facility in Microsoft Teams under the ellipsis button called "turn on live captions" which provides subtitles on the screen.

6. Exclusion of Press & Public

When considering an item on the agenda, the Committee may consider it appropriate to pass a resolution under Section 100A (4) Schedule 12A of the Local Government Act 1972 that the press and public be excluded from the meeting on the basis that if they were present during the business to be transacted there would be a likelihood of disclosure of exempt information, as defined under the terms of the Act. If there are members of the public and press listening to the open part of the meeting, then the Democratic Services Officer will, at the appropriate time, ask participants to leave the meeting when any exempt or confidential information is about to be discussed. They will be invited to return as soon as the meeting returns to open session.

7. Recording of meetings

All media, including radio and TV journalists, and members of the public may attend Council, Cabinet, PDG and Committee meetings (apart from items Media and Social Media Policy - 2023 page 22 where the public is excluded) you can view our Media and Social Media Policy [here](#). They may record, film or use social media before, during or after the meeting, so long as this does not distract from or interfere unduly with the smooth running of the meeting. Anyone proposing to film during the meeting is requested to make this known to the Chairman in advance. The Council also makes audio recordings of meetings which are published on our website [Browse Meetings, 2024 - MIDDEVON.GOV.UK](#).

8. Fire Drill Procedure

If you hear the fire alarm you should leave the building by the marked fire exits, follow the direction signs and assemble at the master point outside the entrance. Do not use the lifts or the main staircase. You must wait there until directed otherwise by a senior officer. If anybody present is likely to need assistance in exiting the building in the event of an emergency, please ensure you have let a member of Democratic Services know before the meeting begins and arrangements will be made should an emergency occur.

9. WIFI

An open, publicly available Wi-Fi network is normally available for meetings held in the Phoenix Chambers at Phoenix House.