

Standards Committee

**Wednesday, 18 June 2025 at 5.15 pm
Phoenix Chambers, Phoenix House, Tiverton**

**Next ordinary meeting
Wednesday, 15 October 2025 at 5.15 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: 378 107 252 238

Passcode: vT97FN2a

Membership

Cllr E Buczkowski
Cllr F J Colthorpe
Cllr G Czapiewski
Cllr G Duchesne
Cllr M Fletcher
Cllr M Stratton
Cllr L Taylor
Cllr N Woollatt
Cllr D Wulff

AGENDA

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

- 1 **ELECTION OF CHAIR**
To elect a Chair for the municipal year 2025/26.
- 2 **ELECTION OF VICE-CHAIR**
To elect a Vice-Chair for the municipal year 2025/26.
- 3 **START TIME OF MEETINGS**
To consider a start time for future meetings of the Committee.
- 4 **APOLOGIES AND SUBSTITUTE MEMBERS**
To receive any apologies for absence and notices of appointment of Substitute Members (if any).
- 5 **PUBLIC QUESTION TIME**
To receive any questions from members of the public.
- 6 **MINUTES** (*Pages 7 - 12*)
To consider whether to approve the minutes as a correct record of the meeting held on 5 February 2025.
- 7 **DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT**
To record any interests on agenda matters.
- 8 **CHAIR'S ANNOUNCEMENTS**
To receive any announcements the Chair of the Committee may wish to make.
- 9 **AMENDMENTS TO THE CONSTITUTION FOLLOWING MOTIONS APPROVED BY COUNCIL** (*Pages 13 - 14*)
To consider any amendments to the Constitution following Motions approved by Council in the period since the last meeting.
- 10 **ANNUAL REPORT OF THE MONITORING OFFICER 2024/2025**
(*Pages 15 - 20*)
To receive a report from the Director of Legal, People and Governance (Monitoring Officer) on the Annual report of the Monitoring Officer 2024/2025.
- 11 **UPDATE FROM THE GOVERNMENT CONSULTATION**
To receive a verbal update from the Director of Legal, People and Governance (Monitoring Officer) on the Government Consultant-Strengthening the Standards and Conduct Framework for Local Authorities in England.
- 12 **TERMS OF REFERENCES FOR COMMITTEES AND ADVISORY**

GROUPS

To agree and appoint three new Members to the Working Group to continue the work to review the Terms of Reference for the Advisory Groups.

13 **ADVISE TO ELECTED MEMBER WHO MAY BE VICTIMS OF CRIME**
(Pages 21 - 28)

To receive a report from Director of Legal, People and Governance on advise to Elected Members who may be Victims of Crime.

14 **ACCESS TO INFORMATION – EXCLUSION OF THE PRESS AND PUBLIC**

Discussion with regard to item 15, may require the Committee to pass the following resolution to exclude the press and public having reflected on Article 12 12.02(d) (a presumption in favour of openness) of the Constitution. This decision may be required because consideration of this matter in public may disclose information falling within one of the descriptions of exempt information in Schedule 12A to the Local Government Act 1972. The Committee would need to decide whether, in all the circumstances of the case, the public interest in maintaining the exemption, outweighs the public interest in disclosing the information.

Recommended that under Section 100A(4) of the Local Government Act 1972 the public be excluded from the next item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 1 respectively of Part 1 of Schedule 12A of the Act, namely information relating to an individual.

15 **COMPLAINTS** (Pages 29 - 32)

To receive an update from the Monitoring Officer with regard to any on-going complaints being dealt with.

16 **IDENTIFICATION OF ITEMS FOR THE NEXT MEETING**

Members are asked to note that the following items are already identified in the work programme for the next meeting:

Guidance notes for Members of Mid Devon District Council

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

- Only speak when invited to do so by the Chair.
- If you're referring to a specific page, mention the page number.
- Press your Microphone button and wait for the camera to position and then speak.

- Please ensure your mobile phones are on silent and only used in emergencies.
- Please ensure only Council business is being conducted on your devices at all times.
- Please ensure as members you are presentable at all times.

For those joining the meeting virtually:

- Mute your microphone when you are not talking.
- Switch off your camera if you are not speaking. (Please ensure you are presentable at all times whilst on camera and positioned in presentable place)
- 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.

9. WIFI

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