

16 April 2013

To : The Mayor and Members of Melton Borough Council

Dear Sir or Madam

You are summoned to a **MEETING OF THE COUNCIL** to be held at Parkside, Station Approach, Burton Street, Melton Mowbray, LE13 1GH on **Wednesday 24 April 2013 at 6.30 p.m.**

Yours faithfully

Lynn Aisbett
Chief Executive

AGENDA

Item No.	Item
1.	APOLOGIES FOR ABSENCE
2.	MINUTES To confirm the minutes of the meeting held on 21 February 2013
3.	DECLARATIONS OF INTEREST Members to declare any interest as appropriate in respect of items to be considered at this meeting
4.	MAYOR'S ANNOUNCEMENTS Including the presentation of the Mayor's Awards and an update on the activities of the Young Mayor
5.	LEADER'S ANNOUNCEMENTS
6.	PUBLIC QUESTION TIME The Leader and Chairmen of Policy Committees to answer any questions from the public of which notice has been given in accordance with Council Procedure Rule 9 of the Constitution. There are no questions received

Item No.	Item																
7.	<p>PETITIONS</p> <p>In accordance with Procedure Rule 24.1, the Chief Executive shall report the receipt of a petition to the next meeting of the Council where there shall be no debate or comment thereon.</p> <p>There are no petitions received</p>																
8.	<p>RECOMMENDATIONS AND REPORTS FROM COMMITTEES</p>																
9.	<p>QUESTIONS FROM MEMBERS</p> <p>(a) The Chairmen of Committees to answer any questions upon items of reports of Committees when those items are being received or under consideration by the Council in accordance with Council Procedure Rule 10.1 of the Constitution :-</p> <table data-bbox="341 703 1422 1032"> <tr> <td>Development Committee</td> <td>20 February 2012</td> </tr> <tr> <td>Ad Hoc Governance Committee</td> <td>21 February 2013</td> </tr> <tr> <td>Rural, Economic & Environmental Affairs Committee</td> <td>6 March 2013</td> </tr> <tr> <td>Development Committee</td> <td>14 March 2013</td> </tr> <tr> <td>Community & Social Affairs Committee</td> <td>20 March 2013</td> </tr> <tr> <td>Governance Committee</td> <td>28 March 2013</td> </tr> <tr> <td>Development Committee</td> <td>4 April 2013</td> </tr> <tr> <td>Policy, Finance & Administration Committee</td> <td>10 April 2013</td> </tr> </table> <p>(b) The Mayor, the Leader and the Chairmen of Committees to answer any questions on any matters in relation to which the Council has powers or duties or which affect the Borough of which due notice has been given in accordance with Council Procedure Rule 10.5.</p> <p>There are no questions received under Procedure Rule 10.5(a)</p>	Development Committee	20 February 2012	Ad Hoc Governance Committee	21 February 2013	Rural, Economic & Environmental Affairs Committee	6 March 2013	Development Committee	14 March 2013	Community & Social Affairs Committee	20 March 2013	Governance Committee	28 March 2013	Development Committee	4 April 2013	Policy, Finance & Administration Committee	10 April 2013
Development Committee	20 February 2012																
Ad Hoc Governance Committee	21 February 2013																
Rural, Economic & Environmental Affairs Committee	6 March 2013																
Development Committee	14 March 2013																
Community & Social Affairs Committee	20 March 2013																
Governance Committee	28 March 2013																
Development Committee	4 April 2013																
Policy, Finance & Administration Committee	10 April 2013																
10.	<p>REVIEW OF THE COUNCIL'S CONSTITUTION 2012/13</p> <p>The Monitoring Officer to submit a report which requests the Council to approve the Governance Committee's recommendations for amendments to the Constitution as well as note changes to the Constitution approved by the Council since the last review.</p>																
11.	<p>POLITICAL BALANCE AND ALLOCATION OF SEATS</p> <p>The Chief Executive to submit a report, the purpose of which states</p> <p>(a) following a change in political group membership initiated by the resignation of a Councillor from the Labour Group becoming a sole independent, the Council is requested to review its political balance arrangements</p> <p>(b) the Council is requested to consider the proposals of the political groups in respect of its allocation of seats to committees, a sub committee and working groups</p> <p>(c) the Council is requested to consider the membership of the Development Committee being the only committee that will meet before the Annual Meeting on 8 May 2013.</p>																

To follow
To follow

Advice on Members' Interests

COUNCIL MEETINGS - COMMITTEE MINUTES : DECLARATION OF INTERESTS

Interests need not be declared at Full Council in relation to Committee Minutes which do not become the subject of debate at Full Council (ie. Minutes referred to solely on a page by page basis when working through the Minutes of each Committee.)

An interest must be declared at Full Council as soon as it becomes apparent that a relevant Committee Minute is to be debated – this applies even if an interest has been declared at Committee and is recorded in the Minutes of that Committee.

PERSONAL AND NON-PECUNIARY INTERESTS

If the issue being discussed affects you, your family or a close associate more than other people in the area, you have a personal and non pecuniary interest. You also have a personal interest if the issue relates to an interest you must register under paragraph 9 of the Members' Code of Conduct.

You must state that you have a personal and non-pecuniary interest and the nature of your interest. You may stay, take part and vote in the meeting.

PERSONAL AND PECUNIARY INTERESTS

If a member of the public, who knows all the relevant facts, would view your personal interest in the issue being discussed to be so great that it is likely to prejudice your judgement of the public interest and it affects your or the other person or bodies' financial position or relates to any approval, consent, licence, permission or registration then **you must state that you have a pecuniary interest, the nature of the interest and you must leave the room***. You must not seek improperly to influence a decision on that matter unless you have previously obtained a dispensation from the Authority's Governance Committee.

DISCLOSABLE PECUNIARY INTERESTS AND OTHER INTERESTS

If you are present at any meeting of the Council and you have a disclosable pecuniary interest in any matter to be considered or being considered at the meeting, if the interest is not already registered, you must disclose the interest to the meeting. You must not participate in the discussion or the vote and you must leave the room.

You may not attend a meeting or stay in the room as either an Observer Councillor or *Ward Councillor or as a member of the public if you have a pecuniary or disclosable pecuniary interest*.

BIAS

If you have been involved in an issue in such a manner or to such an extent that the public are likely to perceive you to be biased in your judgement of the public interest (bias) then you should not take part in the decision-making process; you should leave the room. **You should state that your position in this matter prohibits you from taking part.** You may request permission of the Chair to address the meeting prior to leaving the room. The Chair will need to assess whether you have a useful contribution to make or whether complying with this request would prejudice the proceedings. A personal, pecuniary or disclosable pecuniary interest will take precedence over bias.

In each case above, you should make your declaration at the beginning of the meeting or as soon as you are aware of the issue being discussed.*

*There are some exceptions – please refer to paragraphs 13(2) and 13(3) of the Code of Conduct.