

Please note this meeting will be audio recorded



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7 October 2014

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 15 October 2014 at 6.30 p.m.**

Yours faithfully

Lynn Aisbett  
Chief Executive

## AGENDA

Item No.	Item
1.	<b>APOLOGIES FOR ABSENCE</b>
2.	<b>MINUTES</b> (1) To confirm the minutes of the meeting held on 16 July 2014; (2) To confirm the minutes of the Extraordinary meeting held on 18 September 2014.
3.	<b>DECLARATIONS OF INTEREST</b> Members to declare any interest as appropriate in respect of items to be considered at this meeting
4.	<b>MAYOR'S ANNOUNCEMENTS</b> Including an update on the activities of the Young Mayor
5.	<b>LEADER'S ANNOUNCEMENTS</b>
6.	<b>PUBLIC QUESTION TIME</b> 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><b>PETITIONS</b></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><b>RECOMMENDATIONS AND REPORTS FROM COMMITTEES</b></p> <p>The Council to consider the following recommendations for approval:</p>
8(a)	<p><b><u>Governance Committee: 22 September 2014 – Minute G32 Constitution Update</u></b></p> <p><b><u>RESOLVED</u></b> that</p> <ol style="list-style-type: none"> <li>1) The policy for the Recording of Council meetings as set out at Appendix A be referred to the Full Council for approval and inclusion in the Council's Constitution.</li> <li>2) The additional paragraphs to the Contract Procedure Rules as contained in the report and noted above be agreed and referred to the Full Council for approval and inclusion in the Council's Constitution.</li> </ol> <p><i>(The report original submitted to the Governance Committee on 22 September 2014 is re-circulated with this agenda.)</i></p>
8(b)	<p><b><u>Policy, Finance &amp; Administration Committee: 30 September 2014 Minute P.19(b) – IT Policies</u></b></p> <p><b><u>RECOMMENDED:</u></b> That the Council considers and approves a change in Delegation to allow :</p> <ul style="list-style-type: none"> <li>• the Head of Central Services to approve technical policies and minor changes to all policies;</li> <li>• the Head of Central Services in consultation with the Management Team to approve procedural and advisory policies; and</li> <li>• Policy, Finance &amp; Administration Committee to approve user policies.</li> </ul>
Item No.	Item

8(c) **Policy, Finance & Administration Committee: 30 September 2014 Minute P.25(e) – Items for Approval under Financial Procedure Rules**

**RECOMMENDED:** That Full Council be requested to update the Financial Procedure Rules and Project Appraisal System to allow virements within the HRA capital programme without referral to this [PFA] committee where this supports the requirement of the Housing Asset Management Plan.

9. **QUESTIONS FROM MEMBERS**

(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 :-

Planning Committee	12 June 2014
Planning Committee	2 July 2014
Planning Committee	24 July 2014
Planning Committee	14 August 2014
Rural, Economic & Environmental Affairs Committee	3 September 2014
Planning Committee	4 September 2014
Community & Social Affairs Committee	17 September 2014
Governance Committee	22 September 2014

(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.

There are no questions received under Procedure Rule 10.5(a).

10. **MOTIONS ON NOTICE**

None received by the deadline.

11. **WELLAND PARTNERSHIP INDEPENDENT REMUNERATION PANEL**

The Head of Communications to submit a report asking the Council to consider the constitution of the Welland Partnership Independent Remuneration Panel following the resignation of one of its members and whether there should be a recruitment process for an additional panel member.

12. **MELTON LOCAL PLAN – LANDSCAPE CAPACITY & SENSITIVITY STUDY FOR WIND ENERGY**

The Head of Regulatory Services to submit a report to present for adoption the draft Landscape Capacity and Sensitivity Study (LCSS) for Wind Energy, providing the background to the study and an explanation of its potential use in informing development proposals and in developing policies through the Melton Local Plan.

# 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.