

5 October 2010

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 the Baptist Church, Leicester Road, Melton Mowbray on **Wednesday 13 October 2010 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> To confirm the Minutes of the Meeting of the Council held on 14 July 2010
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>QUESTIONS BY MEMBERS OF THE PUBLIC</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.

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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 at the date of the agenda distribution.</p>																								
8.	<p><b>RECOMMENDATIONS AND REPORTS FROM COMMITTEES</b></p>																								
9.	<p><b>QUESTIONS FROM MEMBERS</b></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="339 734 1428 1249"> <tr> <td>Development Committee</td> <td>1 July 2010</td> </tr> <tr> <td>Special Policy, Finance and Administration Committee</td> <td>13 July 2010</td> </tr> <tr> <td>Development Committee</td> <td>22 July 2010</td> </tr> <tr> <td>Development Committee</td> <td>12 August 2010</td> </tr> <tr> <td>Development Committee</td> <td>2 September 2010</td> </tr> <tr> <td>Special Overview, Scrutiny &amp; Audit Committee</td> <td>7 September 2010</td> </tr> <tr> <td>Rural, Economic &amp; Environmental Affairs Committee</td> <td>8 September 2010</td> </tr> <tr> <td>Special Overview, Scrutiny &amp; Audit Committee</td> <td>20 September 2010</td> </tr> <tr> <td>Community &amp; Social Affairs Committee</td> <td>21 September 2010</td> </tr> <tr> <td>Development Committee</td> <td>23 September 2010</td> </tr> <tr> <td>Overview, Scrutiny &amp; Audit Committee</td> <td>28 September 2010</td> </tr> <tr> <td>Policy, Finance &amp; Administration Committee</td> <td>29 September 2010</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>	Development Committee	1 July 2010	Special Policy, Finance and Administration Committee	13 July 2010	Development Committee	22 July 2010	Development Committee	12 August 2010	Development Committee	2 September 2010	Special Overview, Scrutiny & Audit Committee	7 September 2010	Rural, Economic & Environmental Affairs Committee	8 September 2010	Special Overview, Scrutiny & Audit Committee	20 September 2010	Community & Social Affairs Committee	21 September 2010	Development Committee	23 September 2010	Overview, Scrutiny & Audit Committee	28 September 2010	Policy, Finance & Administration Committee	29 September 2010
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10.	<p><b>POLICY, FINANCE AND ADMINISTRATION COMMITTEE : MEMBERSHIP</b></p> <p>The Chairman of the Policy, Finance and Administration Committee, Councillor Graham</p> <p>(a) to report that there is a vacancy on the Policy, Finance and Administration Committee;</p> <p>(b) to advise that the Committee is politically balanced and that the vacant seat is in the ownership of the Independents 2 Group;</p> <p>(c) to advise that the Leader of the Independents 2 Group had indicated that the group did not wish for the seat to be offered to the other groups. In accordance with the rules of political balance, if any other group was to be proposed to take up this seat, the Council needed to be in agreement and there must be no votes against the proposal;</p> <p>(d) to request the Council to approve a nomination for Councillor Wyatt to fill the vacancy</p>																								

Minutes to follow

Item No.	Item
11.	<p><b>OVERVIEW, SCRUTINY AND AUDIT COMMITTEE : MEMBERSHIP</b>  The Chairman of the Overview, Scrutiny and Audit Committee, Councillor Holmes</p> <p>(a) to report that there is a vacancy on the Overview, Scrutiny and Audit Committee;</p> <p>(b) to advise that the Committee is politically balanced and that the vacant seat is in the ownership of the Conservative Group;</p> <p>(c) to request a Conservative nomination to fill the vacancy</p>
12.	<p><b>MOTION FROM COUNCILLORS O'CALLAGHAN AND DUNGWORTH</b>  In accordance with Procedure Rule 11.1, the following motion was received on 30 September 2010 from Councillor O'Callaghan as proposer and Councillor Dungworth as seconder :-  <i>'This Council requests the Leader to write to the Leader of Leicestershire County Council expressing concern at the potentially damaging commercially level of charges and regulations proposed by the County Council for pavement cafes in Melton Mowbray.'</i></p>
13.	<p><b>STANDARDS COMMITTEE : ANNUAL REPORT</b>  The Monitoring Officer to submit a report to update the Council on the activities of the Standards Committee in 2009/10  <i>The Chairman of the Standards Committee will be in attendance</i></p>
14.	<p><b>PETITIONS SCHEME AND E-PETITION FACILITY</b>  The Monitoring Officer to submit a report</p> <p>(a) to address the Council's decisions made at its last meeting held on 14 July 2010 :-</p> <p>(4) <i>it be noted that there be a review of the scheme and the procedure for the E-petition element of the scheme be considered by the Council prior to the 15 December 2010 deadline;</i></p> <p>(5) <i>with regard to the request for a supplementary estimate of up to £7,000 to purchase an E-petition facility to meet the 15 December 2010 deadline, this be investigated as to whether absolutely necessary and if so, refer to the Policy, Finance and Administration Committee for further consideration.</i></p> <p>(b) to request the Council to consider a procedure for the E-petition facility within the revised Petitions Scheme at Appendix A and to approve its inclusion within the Constitution;</p> <p>(c) to update the Council on the Policy, Finance and Administration Committee's decision to purchase an E-petition facility.</p>

Item No.	Item
15. To follow	<p><b>MELTON MOWBRAY : FAIRTRADE TOWN</b> The Head of Social and Economic Development to submit a report</p>
	<p><b>EXCLUSION OF THE PUBLIC</b></p> <p><b>RECOMMENDED</b> that the Public be excluded during the consideration of the following item of business in accordance with Part 1 of Schedule 12A of the Local Government Act 1972 (Access to Information : Exempt Information) under paragraph 5</p>
16.	<p><b>MELTON LOCAL DEVELOPMENT FRAMEWORK PROCESSES : UPDATE REPORT</b> The Solicitor to the Council to submit a report</p>

# 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-PREJUDICIAL INTEREST**

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-prejudicial interest. You also have a personal and non-prejudicial interest if the issue relates to an interest you must register.

**You must state that you have a personal and non-prejudicial interest and the nature of your interest.** You may stay, take part and vote in the meeting (\*unless the interest is also prejudicial).

## **PERSONAL AND PREJUDICIAL INTEREST**

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 personal and prejudicial 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 Standards Committee.

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 personal and prejudicial interest\*.

## **BIAS AND PREDETERMINATION**

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) or where you have given the impression that you have firmly and fixedly made up your mind on the issue prior to the meeting (predetermination) 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 and Prejudicial Interest will take precedence over Bias and Predetermination

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 the Code of Conduct and Guidance.