

**Please note this meeting
will be audio recorded**

Parkside, Station Approach
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14 April 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 22 April 2015 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 25 February 2015.
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> <p><u>(1) Governance Committee: 31 March 2015 – Minute G70: Constitution Update 2014/15</u></p> <p>The following changes to the Constitution were agreed by the Governance Committee on 31 March 2015 and are referred to Full Council for adoption:-</p> <ul style="list-style-type: none"> (a) Additions, shown in red, to the General Delegations in connection with Staffing Matters within Part 3 at page 5 of the Officer Delegations as detailed in paragraph 3.3 of the report. (b) Changes to the ICT Protocol for Members set out with tracked changes in Appendix A; (c) Changes to the Contract Procedure Rules as set out in paragraph 3.5 and the tracked changes in Appendix B; (d) Adding the Corporate Governance : CIPFA/SOLACE Framework previously approved by the Policy, Finance and Administration Committee in January 2008 to the Council’s Constitution as set out at Appendix C; (e) Changes to the Officer Delegations relating to Planning Applications as set out with tracked changes at Appendix D; (f) Changes to the Members’ Allowances Scheme to take account of the Parish Representatives allowance approved by Full Council on 25 February 2015 (Appendix E); (g) Changes to the Officer Delegations with regard to staffing matters to enable Management Team to make operational decisions without reference to the Chief Executive as set out with tracked changes in Appendix F; (h) Changes to the Financial Procedure Rules to enable Management Team to operate without reference to the Chief Executive as set out with tracked changes in Appendix G; (i) Changes to the Financial Procedure Rules to amend the limits to bring them into line with the current arrangements and to reflect the time value of money;

Item No.	Item
8. cont.	<p>(j) A new delegation to the Head of Communities and Neighbourhoods relating to Car Parking Orders as follows :-</p> <p><i>In consultation with the Head of Central Services authority to make new car parking orders or variations to existing car parking orders required as a result of changes to car parks approved by policy committees including undertaking the necessary public consultation and the consideration of objections received as a result. Objections considered as contentious by the Head of Communities and Neighbourhoods will be reported to the appropriate Committee for consideration. The delegation to include changes to the layout, change of use, tariff or acquisition or disposal of a car park.</i></p> <p>(k) The following Head of Central Services Delegation (item 64) is transferred to the Head of Communities and Neighbourhoods :-</p> <p><i>To make orders prohibiting the parking of heavy goods vehicles in front gardens</i></p> <p><i>A copy of the report previously circulated to the Governance Committee on 31 March 2015 has been re-circulated with this agenda</i></p> <p><u>(2) Policy, Finance & Administration Committee: 27 January 2015 – Minute P52/14 : Recording of Council Meetings – Feedback on Trial</u></p> <p>The following change to the Constitution was approved by the Policy, Finance & Administration Committee on 27 January 2015 and is referred to Full Council for adoption :-</p> <p>2.2 The Head of Communications be given delegated authority to update the Protocol for Audio Recordings of Meetings (Appendix A) and the Hints and Tips document in accordance with local arrangements and best practice as required. That the Protocol be referred to Full Council for incorporating into the Constitution as guidance for Members be approved.</p> <p><i>A copy of the report previously circulated to the Policy, Finance & Administration Committee on 27 January 2015 has been re-circulated with this agenda</i></p> <p><u>(3) Policy, Finance & Administration Committee 15 April 2015: Revenue Budget Carry Forwards</u></p> <p>To approve any carry forwards in excess of £50,000.</p> <p>Table to follow.</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>

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9. cont. To follow To Follow To follow	<table border="0"> <tr> <td>Governance Committee</td> <td>11 February 2015</td> </tr> <tr> <td>Planning Committee</td> <td>19 February 2015</td> </tr> <tr> <td>Licensing Committee</td> <td>23 February 2015</td> </tr> <tr> <td> </td> <td></td> </tr> <tr> <td>Rural, Economic & Environmental Affairs Committee</td> <td>4 March 2015</td> </tr> <tr> <td>Planning Committee</td> <td>12 March 2015</td> </tr> <tr> <td>Community & Social Affairs Committee</td> <td>18 March 2015</td> </tr> <tr> <td>Governance Committee</td> <td>31 March 2015</td> </tr> <tr> <td>Planning Committee</td> <td>2 April 2014</td> </tr> <tr> <td>Policy, Finance & Administration Committee</td> <td>15 April 2015</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>(i) In accordance with Council Procedure Rule 10.5(a), the following question was received from Councillor Alison Freer-Jones on 18 March 2015:</p> <p><i>“At the beginning of this four year term of office for the new council, we were in a very positive financial position after a large capital receipt from the sale of some land. As a council we made the correct decision to settle debt, this was to allow a future of financial security. Can we have some clarity of how much of this has been spent, how much is ringfenced for future projects and how much are we taking forward into the next term of our new council.”</i></p> <p>The Leader to respond.</p>	Governance Committee	11 February 2015	Planning Committee	19 February 2015	Licensing Committee	23 February 2015	 		Rural, Economic & Environmental Affairs Committee	4 March 2015	Planning Committee	12 March 2015	Community & Social Affairs Committee	18 March 2015	Governance Committee	31 March 2015	Planning Committee	2 April 2014	Policy, Finance & Administration Committee	15 April 2015
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10.	<p>MOTIONS ON NOTICE No motions were received in accordance with Procedure Rule 11.1</p>																				
11.	<p>MELTON MOWBRAY TRANSPORT & NEW DEVELOPMENT POSITION STATEMENT The Head of Regulatory Services to submit a report which seeks approval of the Melton Mowbray Transport and New Development Position Statement (February 2015) which has been prepared by Melton Borough Council in partnership with Leicestershire County Council supported by Jacobs UK Ltd.</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-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.