

**Please note the change of
venue for this meeting**

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19 April 2016

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 in the **Banqueting Suite, Melton Cattle Market, Melton Mowbray, LE13 1JY** on **Wednesday 27 April 2016 at 6.30 p.m.**

Yours faithfully

Lynn Aisbett
Chief Executive

AGENDA

Item No.	Item
1.	APOLOGIES FOR ABSENCE
2.	MINUTES To confirm: (1) the minutes of the meeting held on 24 February 2016; and (2) the minutes of the Extraordinary meeting held on 30 March 2016.
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
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.

Item No.	Item
6. cont./	<p>(1) The following question was received from Paula Jones on 15 February 2016 which met the notice requirement for this meeting:</p> <p><i>I would like to ask the chair of the REEA committee what is the average time taken to process a renewal application for each of the following licenses. A Hackney carriage vehicle license, a private hire operators licence and a drivers combined licence.</i></p> <p>(2) The following question was received from Stuart Wilkinson on 15 February 2016 which met the notice requirement for this meeting:</p> <p><i>I would like to ask the chair of the REEA committee how much the council pays for membership of licensing institutes and which institutes.</i></p> <p>Note: It is anticipated that these questions may be withdrawn but should the questioners still wish to put their questions, the Chairman of the Rural, Economic and Environmental Affairs Committee will respond.</p>
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: 7 April 2016 – Minute G70: Constitution Update 2015/16</u></p> <p>The following changes to the Constitution were agreed by the Governance Committee on 7 April 2016 and are referred to Full Council for adoption:-</p> <p>(a) <u>Contract Procedure Rules (CPR) : Exemptions</u> To approve the Contract Procedure Rules Exemptions as set out at Appendix A and these replace the existing exemptions within the CPR in Part 4 of the Constitution.</p> <p>(b) <u>Council Procedure Rule 20.1</u> To approve that the following existing Procedure Rule 20.1 apply to Committees and Sub Committees :-</p> <p><u>Removal of member of the public</u></p> <p>20.1 If a member of the public interrupts proceedings, the Mayor (or Chairman) will warn the person concerned. If they continue to interrupt, the Mayor (or Chairman) will order their removal from the meeting room.</p>

Item No.	Item
8. cont./	<p data-bbox="328 170 1018 208">(c) <u>Council Procedure Rules 14.1 and 14.2</u></p> <p data-bbox="424 248 1497 367">To approve that the italic formatting be removed to the existing Procedure Rules being 14.1 and 14.2 as these rules do not apply to Committees and Sub Committees :-</p> <p data-bbox="424 405 1110 439">14. PREVIOUS DECISIONS AND MOTIONS</p> <p data-bbox="424 477 1002 510">Motion to rescind a previous decision</p> <p data-bbox="424 548 1406 667">14.1 <i>A motion or amendment to rescind a decision made at a meeting of Council within the past six months cannot be moved unless the notice of motion is signed by at least six Members.</i></p> <p data-bbox="424 705 1050 739">Motion similar to one previously rejected</p> <p data-bbox="424 777 1469 981">14.2 <i>A motion or amendment in similar terms to one that has been rejected at a meeting of Council in the past six months cannot be moved unless the notice of motion or amendment is signed by at least six members. Once the motion or amendment is dealt with, no one can propose a similar motion or amendment for six months.</i></p> <p data-bbox="328 1019 1490 1137">(d) <u>New Officer Delegation to Head of Communities and Neighbourhoods</u> To make applications relating to Road Closures under Section 21 of the Town Police Clauses Act 1847.</p> <p data-bbox="336 1167 1497 1238"><i>A copy of the report originally submitted to the Governance Committee on 7 April 2016 is attached to this agenda.</i></p> <p data-bbox="336 1312 1497 1384">(2) <u>Policy, Finance & Administration Committee: 13 April 2016 – Minute P68: Living/National Wage</u></p> <p data-bbox="336 1422 1497 1541">(1) The Committee recommends to Full Council that the Pay Policy for 2017/18 takes into consideration the recommendations by the Budget and Strategic Planning Working Group in relation to the Living Wage;</p> <p data-bbox="336 1579 1497 1697">(2) The Committee recommends to Full Council the adoption of the National Living Wage to replace the Living Wage Foundation rate from 1 April 2017.</p> <p data-bbox="336 1727 1497 1798"><i>A copy of the report originally submitted to the Policy, Finance & Administration Committee on 13 April 2016 is attached to this agenda.</i></p> <p data-bbox="336 1836 1497 1908">(3) <u>Policy, Finance & Administration Committee: 13 April 2016 – Minute P70: Revenue Budget Carry Forward in Excess of £50K</u></p> <p data-bbox="328 1946 1497 2018">The Council is asked to approve the carry forwards in excess of £50K in respect of 2015/16 General Expenses.</p> <p data-bbox="328 2056 1166 2089"><i>A schedule of carry forwards is circulated with this agenda.</i></p>

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9.	<p data-bbox="327 174 794 208">QUESTIONS FROM MEMBERS</p> <p data-bbox="327 248 1485 356">(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="339 389 1385 869"> <tr> <td>Governance Committee</td> <td>1 February 2016</td> </tr> <tr> <td>Town Area Committee</td> <td>15 February 2016</td> </tr> <tr> <td>Planning Committee</td> <td>18 February 2016</td> </tr> <tr> <td>Rural, Economic & Environmental Affairs Committee</td> <td>9 March 2016</td> </tr> <tr> <td>Planning Committee</td> <td>10 March 2016</td> </tr> <tr> <td>Ad hoc Rural, Economic & Environmental Affairs Committee</td> <td>17 March 2016</td> </tr> <tr> <td>Community & Social Affairs Committee</td> <td>22 March 2016</td> </tr> <tr> <td>Planning Committee</td> <td>31 March 2016</td> </tr> <tr> <td>Governance Committee</td> <td>7 April 2016</td> </tr> <tr> <td>Town Area Committee</td> <td>11 April 2016</td> </tr> <tr> <td>*Policy, Finance & Administration Committee</td> <td>13 April 2016</td> </tr> </table> <p data-bbox="327 907 1485 1048">(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 data-bbox="327 1086 1444 1155">(c) In accordance with Council Procedure Rule 10.5(a), the following question was received from Councillors Culley and Holmes on 17 April 2016 :-</p> <p data-bbox="327 1193 1481 1339"><i>“The Independent Group would like to ask all other Councillors to help save the Mental Health Service being withdrawn from Gloucester House. The service is vital to the community – both urban and rural. It is as much for the carers as it is service users.</i></p> <p data-bbox="327 1377 1501 1561"><i>It gives a little time for the carers to rest and know their loved ones are being cared for and the sufferers to enjoy a safe and pleasant interlude of change. Without this service many of the sufferers would be in hospital costing the country millions. The centre needs £36,000 per year to run; not a great deal of money for a council our size.</i></p> <p data-bbox="327 1599 643 1635"><i>Please can we help?”</i></p>	Governance Committee	1 February 2016	Town Area Committee	15 February 2016	Planning Committee	18 February 2016	Rural, Economic & Environmental Affairs Committee	9 March 2016	Planning Committee	10 March 2016	Ad hoc Rural, Economic & Environmental Affairs Committee	17 March 2016	Community & Social Affairs Committee	22 March 2016	Planning Committee	31 March 2016	Governance Committee	7 April 2016	Town Area Committee	11 April 2016	*Policy, Finance & Administration Committee	13 April 2016
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10.	<p data-bbox="327 1713 667 1749">MOTIONS ON NOTICE</p> <p data-bbox="327 1749 1278 1785">No motions were received in accordance with Procedure Rule 11.1</p>																						
11.	<p data-bbox="327 1832 651 1868">PAY POLICY 2016/17</p> <p data-bbox="327 1868 1501 1980">The Head of Communications to submit a report to gain Full Council approval for the Annual Pay Policy Statement so that it can be published in line with the requirements of the Localism Act 2011</p>																						

*To Follow

Item No.	Item
12.	<p>MELTON LOCAL PLAN EVIDENCE UPDATE The Head of Regulatory Services to submit a report seeking approval of the revised Local Development Scheme (LDS) for the preparation of the new Melton Local Plan, Policies Map and a Community Infrastructure Levy (CIL).</p>
13. To Follow	<p>WELLAND INDEPENDENT REMUNERATION PANEL – MEMBERSHIP The Head of Communications to submit a report to consider the constitution and membership of the Welland Independent Remuneration Panel.</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.