

4 October 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 at Parkside, Station Approach, Burton Street, Melton Mowbray, LE13 1GH on **Wednesday 12 October 2016 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 ordinary meeting held on 20 July 2016; (2) To confirm the minutes of the extraordinary meeting held on 27 July 2016; (3) To confirm the minutes of the extraordinary meeting held on 1 September 2016; (4) To confirm the minutes of the extraordinary meeting held on 19 September 2016*.  *To follow
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>
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.  No questions were received by the deadline.

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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.</p>																						
8.	<p><b>RECOMMENDATIONS AND REPORTS FROM COMMITTEES</b></p> <p>The Council to consider the following recommendation for approval:</p>																						
8(a)	<p><b><u>Policy, Finance &amp; Administration Committee: 7 September 2016 – Minute P.21 Melton Borough Community Lottery</u></b></p> <p><b>RECOMMENDED: The Council’s Constitution be amended by the Full Council to permit the Policy Finance and Administration Committee to have the budget responsibility for the lottery and overview of the management of the service.</b></p> <p><i>(The report originally submitted to the PFA Committee on 7 September 2016 is re-circulated with this agenda.)</i></p>																						
8(b)	<p><b><u>Governance Committee: 20 September 2016 – Money Laundering Policy</u></b></p> <p><b>RECOMMENDED: that the Money Laundering Policy be referred to Full Council for adoption into the Council’s Constitution.</b></p> <p><i>(The report originally submitted to the Governance Committee on 20 September 2016 is re-circulated with this agenda.)</i></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="359 1503 1444 1982"> <tbody> <tr> <td>Town Area Committee</td> <td>25 July 2016</td> </tr> <tr> <td>Planning Committee</td> <td>28 July 2016</td> </tr> <tr> <td>Planning Committee</td> <td>18 August 2016</td> </tr> <tr> <td>Town Area Committee</td> <td>22 August 2016</td> </tr> <tr> <td>Rural, Economic &amp; Environmental Affairs Committee</td> <td>31 August 2016</td> </tr> <tr> <td>Ad hoc Policy, Finance &amp; Administration Committee</td> <td>7 September 2016</td> </tr> <tr> <td>Planning Committee</td> <td>8 September 2016</td> </tr> <tr> <td>*Community &amp; Social Affairs Committee</td> <td>14 September 2016</td> </tr> <tr> <td>*Governance Committee</td> <td>20 September 2016</td> </tr> <tr> <td>Town Area Committee</td> <td>22 September 2016</td> </tr> <tr> <td>*Policy, Finance &amp; Administration Committee</td> <td>28 September 2016</td> </tr> </tbody> </table> <p>*These sets of minutes are to follow</p>	Town Area Committee	25 July 2016	Planning Committee	28 July 2016	Planning Committee	18 August 2016	Town Area Committee	22 August 2016	Rural, Economic & Environmental Affairs Committee	31 August 2016	Ad hoc Policy, Finance & Administration Committee	7 September 2016	Planning Committee	8 September 2016	*Community & Social Affairs Committee	14 September 2016	*Governance Committee	20 September 2016	Town Area Committee	22 September 2016	*Policy, Finance & Administration Committee	28 September 2016
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Item No.	Item
	<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>No questions were received by the deadline.</p>
10.	<p><b>MOTIONS ON NOTICE</b> No motions were received in accordance with Procedure Rule 11.1</p>
11.	<p><b>REVIEW OF MEMBERS' REMUNERATION SCHEME</b> The Head of Communications to submit a report to consider the report of the independent Welland Remuneration Panel on the outcome of the review into the Members' Remuneration Scheme offered by Melton Borough Council.</p>
12.	<p><b>LEICESTER AND LEICESTERSHIRE COMBINED AUTHORITY</b> The Chief Executive to submit a report to seek approval of the countywide proposal to create a Combined Authority for Leicester and Leicestershire.</p>
13.	<p><b>MELTON LEISURE VISION- MELTON SPORTS VILLAGE PROCUREMENT PHASE</b> The Head of Communities &amp; Neighbourhoods to submit a report for the Council to note and approve the Melton Sports &amp; Leisure Village Project Initiation Document (the work carried out as Phase 2 of the Leisure Vision Project).</p>

Appendices E, F and G are exempt. Appendix G is 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.