

# Agenda



*Rural Capital of Food*

<b>Meeting name</b>	<b>Meeting of the Full Council</b>
<b>Date</b>	<b>Wednesday, 11 October 2017</b>
<b>Start time</b>	<b>6.30 pm</b>
<b>Venue</b>	<b>Parkside, Station Approach, Burton Street, Melton Mowbray LE13 1GH</b>
<b>Other information</b>	<b>This meeting is open to the public</b>

Members of the Full Council are summoned to the above meeting to consider the following items of business.

**Edd de Coverly**  
**Chief Executive**

## Membership

<b>Councillors</b>	P. Baguley	T. Bains (Chair)
	P. Chandler (Vice-Chair)	T. Beaken
	M. Blase	G. Botterill
	R. de Burle	P. Cumbers
	J. Douglas	P. Faulkner
	A. Freer-Jones	M. Glancy
	M. Graham	T. Greenow
	L. Higgins	E. Holmes
	J. Hurrell	E. Hutchison
	J. Illingworth	S. Lumley
	J. Orson	A. Pearson
	P. Posnett	B. Rhodes
	M. Sheldon	J. Simpson
	D. Wright	J. Wyatt

**Quorum:** 14 Councillors

<b>Meeting enquiries</b>	Lena Shuttlewood
<b>Email</b>	<a href="mailto:lshuttlewood@melton.gov.uk">lshuttlewood@melton.gov.uk</a>
<b>Agenda despatched</b>	Tuesday, 3 October 2017

No.	Item	Page No.
1.	<b>APOLOGIES FOR ABSENCE</b>	
2.	<b>MINUTES</b> To confirm the minutes of (a) the Extraordinary Meeting held on 4 July 2017; and (b) the Ordinary Meeting held on 19 July 2017	1 - 30
3.	<b>DECLARATIONS OF INTEREST</b> Members to declare any interest as appropriate in respect of items to be considered at this meeting.	31 - 32
4.	<b>MAYOR'S ANNOUNCEMENTS</b> The Mayor  (a) to make his announcements, including a presentation to the outgoing Mayor's Cadet and appointment of the new Mayor's Cadet; and  (b) to request that the Council considers moving the date of its December meeting to Tuesday 12 December having regard to the special service taking place at St Mary's Parish Church on Wednesday evening 13 December to mark the re-opening of the church.	
5.	<b>LEADER'S ANNOUNCEMENTS</b>	
6.	<b>PUBLIC QUESTION TIME</b> <i>The Leader and Chairs 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.</i>  <i>No questions were received by the deadline.</i>	
7.	<b>PETITIONS</b> 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.  There are no petitions received.	
8.	<b>RECOMMENDATIONS AND REPORTS FROM COMMITTEES</b>	
	a) CONSTITUTION UPDATE 2017/2018	33 - 42

	<p><b><u>Governance Committee: 19 September 2017 – Minute 26 Constitution Update</u></b></p> <p><b>RECOMMENDED:</b></p> <p>(1) To approve the consequential changes to the Constitution listed at Appendix A which are as a result of the recent Senior Management Restructure;</p> <p>(2) Recommendations from the Rural, Economic and Environmental Affairs Committee held on 7 June 2017 :-</p> <p>(a) the Constitution set the name of this Committee as Melton Economic and Environmental Affairs Committee;</p> <p>(b) To consider amending that the Terms of Reference of the policy committees as follows:-</p> <p><b><u>Policy, Finance and Administration Committee have included new delegations as follows:-</u></b></p> <p>To deal with all responsibilities within the remit of this Committee in accordance with the best interests of all local communities, including rural.</p> <p><b><u>Community and Social Affairs Committee and those of this Committee as retitled be amended as follows: -</u></b></p> <p>To deal with all responsibilities within the remit of this Committee in accordance with the best interests of all local communities, including rural.</p> <p>(3) Subject to approval at the Community and Social Affairs Committee to be held on 13 September 2017 the following new Officer delegation be approved to the Head of Communities and Neighbourhoods :-</p> <p>In consultation with the Corporate Director to re-set the Housing Revenue Account existing fees and charges.</p> <p><i>A copy of the original report to the Governance Committee is recirculated with this agenda. Appendices A1 and A2 are available <a href="#">here</a>.</i></p>	
b)	<p><b>SUBSISTENCE ARRANGEMENTS</b></p> <p><b><u>Governance Committee: 19 September 2017 – Minute G27 Subsistence Arrangements</u></b></p> <p><b>RECOMMENDED:</b> That Full Council be asked to consider a trial for 6 months being implemented on an enhanced offer of non perishable snacks including healthy choices catering for a variety of dietary needs to be provided before all Full Council and committee meetings, extraordinary council, ad hoc</p>	43 - 60

	<p><b>meetings, task groups and working groups.</b></p> <p><i>A copy of the original report to the Governance Committee is recirculated with this agenda.</i></p>																													
	<p>c) <b>DISCIPLINARY AND DISMISSAL PROCEDURES FOR STATUTORY OFFICERS.</b></p> <p><b><u>Policy, Finance &amp; Administration Committee – 26 September 2017: Minute P.26 Disciplinary and Dismissal Procedures for Statutory Officers</u></b></p> <p><b>3) To recommend to Full Council that the Policy, Finance and Administration Committee be appointed as an Investigating and Disciplinary Committee which is politically balanced with no less than 5 Members which is set out in appendix C. Appendix C to be amended to include the Section 151(Chief Finance Officer) and the Monitoring Officer.</b></p> <p><i>A copy of the original report (and Appendix C) to the Policy, Finance &amp; Administration Committee is recirculated with this agenda.</i></p>	61 - 68																												
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 style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Planning Committee</td> <td style="text-align: right;">6 July 2017</td> </tr> <tr> <td>Ad hoc Community &amp; Social Affairs Committee</td> <td style="text-align: right;">12 July 2017</td> </tr> <tr> <td>Ad hoc Rural, Economic &amp; Environmental Affairs Committee</td> <td style="text-align: right;">12 July 2017</td> </tr> <tr> <td>Town Area Committee</td> <td style="text-align: right;">24 July 2017</td> </tr> <tr> <td>Planning Committee</td> <td style="text-align: right;">27 July 2017</td> </tr> <tr> <td>Planning Committee</td> <td style="text-align: right;">17 August 2017</td> </tr> <tr> <td>Town Area Committee</td> <td style="text-align: right;">21 August 2017</td> </tr> <tr> <td>Rural, Economic &amp; Environmental Affairs Committee</td> <td style="text-align: right;">30 August 2017</td> </tr> <tr> <td>Planning Committee</td> <td style="text-align: right;">7 September 2017</td> </tr> <tr> <td>Community &amp; Social Affairs Committee</td> <td style="text-align: right;">13 September 2017</td> </tr> <tr> <td>Town Area Committee</td> <td style="text-align: right;">18 September 2017</td> </tr> <tr> <td>Governance Committee</td> <td style="text-align: right;">19 September 2017</td> </tr> <tr> <td>Ad hoc Rural, Economic &amp; Environmental Affairs Committee</td> <td style="text-align: right;">25 September 2017</td> </tr> <tr> <td>Policy, Finance &amp; Administration Committee</td> <td style="text-align: right;">26 September 2017</td> </tr> </table>	Planning Committee	6 July 2017	Ad hoc Community & Social Affairs Committee	12 July 2017	Ad hoc Rural, Economic & Environmental Affairs Committee	12 July 2017	Town Area Committee	24 July 2017	Planning Committee	27 July 2017	Planning Committee	17 August 2017	Town Area Committee	21 August 2017	Rural, Economic & Environmental Affairs Committee	30 August 2017	Planning Committee	7 September 2017	Community & Social Affairs Committee	13 September 2017	Town Area Committee	18 September 2017	Governance Committee	19 September 2017	Ad hoc Rural, Economic & Environmental Affairs Committee	25 September 2017	Policy, Finance & Administration Committee	26 September 2017	69 - 160
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	<p>(b) In accordance with Procedure Rules 10.3 and 10.5, a Member may ask the Mayor, Leader or the Chairman of any committee or sub-committee, a question on any matter in relation to which the Council has powers or duties or which affects the Melton Borough.</p> <p>No questions were received by the deadline.</p>	
10.	<p><b>MOTIONS ON NOTICE</b>  <i>There were no Motions received in accordance with Procedure Rule 11.1</i></p>	
11.	<p><b>PARTICIPATION IN THE LIGHT BULB PROJECT</b>  The Head of Strategic Planning &amp; Regulatory Services to submit a report seeking approval for the details of the Council's involvement in the 'Lightbulb' project.</p>	161 - 168
12.	<p><b>COMMITTEE AND OTHER TASK/WORKING GROUP MEMBERSHIP CHANGES</b>  (1) The Chief Executive to report at the Annual Meeting held on 16 May 2017</p> <p>(a) Councillor Rhodes had been appointed to the Governance Committee. At the request of the Leader, Councillor Rhodes to be replaced by Councillor Glancy on this Committee;</p> <p>(b) Councillor Wright had been appointed to the Licensing &amp; Regulatory Committee. At the request of the Leader, Councillor Wright to be replaced by Councillor Faulkner on this Committee;</p> <p>(c) Councillor Rhodes had been appointed to the Melton Local Plan Working Group. At the request of the Leader, Councillor Rhodes to be replaced by Councillor Wyatt on the Working Group.</p> <p>(d) Councillor Orson had been appointed as the Lead Member for Performance Management and his membership of the Performance Management Task Group was essential to that role. To request that</p> <p style="padding-left: 40px;">(i) Councillor Orson be appointed to the Performance Management Task Group</p> <p style="padding-left: 40px;">(ii) the Terms of Reference of the Performance Management Task Group be amended to include the following :-</p> <p style="padding-left: 40px;">'The Lead Member for Performance Management be included in the membership of the Performance Management Task Group'</p> <p>(2) The Council is asked to approve these changes.</p>	

