



MEETING OF THE COUNCIL
OF THE BOROUGH OF MELTON

BANQUETING SUITE, MELTON MARKET, SCALFORD ROAD, MELTON MOWBRAY

26 APRIL 2017

PRESENT

Councillor D.R. Wright (Mayor)
P.J. Baguley, T.S. Bains, T. Beaken, M. Blase,
G.E. Botterill, P.M. Chandler, P. Cumbers,
R.A. de Burle, J.M. Douglas, M.C.R. Graham,
T. Greenow, L. Higgins, E. Holmes, J. Illingworth,
S. Lumley, J.T. Orson, A. Pearson, P.M. Posnett,
J.B. Rhodes, J. Simpson, J. Wyatt

Chief Executive,
Strategic Director (KA), Democracy & Involvement Officer

Reverend Catriona Cumming from St Mary's Parish Church offered prayers

CO98. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Glancy, Hutchison, and Sheldon. Councillor Hurrell was not present at the meeting.

CO99. MINUTES

The minutes of the meeting held on 23 February 2017 were moved and seconded as a true record of the meeting by Councillor Posnett and Councillor Higgins and following a vote, were signed by the Mayor.

CO100. DECLARATIONS OF INTEREST

Councillors Orson, Pearson, Posnett and Rhodes each declared a personal interest in any matters relating to the Leicestershire County Council due to their roles as County Councillors.

CO101. MAYOR'S ANNOUNCEMENTS

The Mayor

(a) reported that since the last meeting of the Council on 23 February, he and the Mayoress had attended 33 engagements and went on to list some of the highlights which had included attending the Royal Maundy Community Lunch in Leicester last week in the presence of HM The Queen and His Royal Highness The Duke of Edinburgh. The Deputy Mayor had also undertaken three engagements on his behalf;

(b) referred to his forthcoming charity event at Belvoir Castle on Saturday 29 April at 7pm tickets for which were still available;

(c) before making the following Award of Merit presentations, said it gave him great pleasure to reward those unsung heroes of the Borough at this special award ceremony this evening.

The Mayor's Award of Merit was given to those volunteers who have made outstanding contributions to their community; acknowledging both adult and young Citizens who have given their time and energy in helping people and showing such selfless commitment to the Borough and the communities within it.

He personally commended every winner and hoped that by accepting one of these awards they were going some way to receiving the recognition they deserve. He also hoped that through the publicity given to these Awards it would inspire others to volunteer their help for others.

The Mayor also thanked the nominators for recognising the outstanding contributions made by the Awardees within their own communities and walks of life.

Awards of Merit:

Flight Lieutenant Dan McGlynn Officer Commanding 1279 (Melton Mowbray) ATC

- has given his time voluntarily to supporting the youth of the Borough through the Air Cadets which runs 2 nights a week and at weekends
- only squadron commander in the area to be currently running two squadrons at once which demonstrates a huge amount of time and commitment
- works extremely hard to ensure the cadets access every activity they can, spending considerable time to help them fill out forms and organising activities for the squadron
- since he took charge of the squadron, numbers of cadets have doubled which is down to his hard work and enthusiasm;
- goes out of his way to help and support the other squadron staff
- is also a member of the South and East Midlands Wing First Aid Training Team who give training to cadets across Leicestershire, Rutland, Nottinghamshire, and Northamptonshire.

Mr Robert Wilson and Mrs Pat Wilson
Chairman of the Royal British Legion Melton Branch and President of the Keswick Ladies Club

- have given over 50 years of voluntary service between them to the local branch of the Royal British Legion and the Women's section
- both show selfless commitment to others in carrying out their voluntary work supporting others without complaint in all weathers and in the face of adversity
- their work supports the elderly ex service people and their families have a sense of belonging and helps keeps them occupied

Brenda Cox
Vice-Chairman of the Royal Air Forces Association Melton Mowbray Branch

- has given 50 years of voluntary service to the community
- she is instrumental in the running and continued existence of the Melton RAFA branch and club
- organises many different events for primarily the ex service personnel in the club which raises money either for the club or for the Wings Appeal
- her work with the Wings Appeal brings about more diverse forms of help such as welfare support and help to rehabilitate injured airmen
- continues to tirelessly support others

(As she was unable to attend the meeting, Mrs Cox's award was accepted on her behalf by Mr Danial Gray of the Melton Mowbray RAFA Club)

Melton Mowbray Drop In Club (Gloucester House)

- Chairman, Doug Goss, and the Committee members (retirees) provide a Drop In Club for over 55s which was started many years (decades) ago. The Club is supported entirely by voluntary help
- The Club provides friendship, companionship and support to alleviate loneliness and has about 60 members
- Ensures that any new members are welcomed and included; at every meeting birthdays are celebrated
- Organises coach trips out subsidised by a weekly raffle
- Provides support to those who have been widowed, often after many years of marriage, and helps those members to move forward at a very difficult time.

Gordon Spence
Chairman of the Royal British Legion, Hose and Harby Branch

- has been Chairman of the RBL Hose and Harby Branch for 23 years during which time he has given voluntary service
- is an enthusiastic fund raiser for the Branch and the local community
- organises many social events which are greatly enjoyed by those in the surrounding villages
- has contributed to the creation and maintenance of the 207 Squadron Memorial on the Airfield as well as helping to maintain Harby Memorial floral displays

- has supported the Poppy Appeal as a collector for a remarkable 50 years in the area where he was born
- is proud to serve his Branch and Community

Young Citizen Awards

Michael Baker

Volunteer at Bottesford Youth Club

- Runs tuck shop and encourages young people to take part in many sports activities, including football, basketball, badminton and volleyball
- His voluntary contribution to the club frees up valuable staff and other volunteers' time and without his help it would be difficult to operate the club
- He takes part in many indoor and outdoor activities with the young people and is very efficient in the way he interacts with them
- Helps out at local village fetes to raise funds for the youth club
- Brings a lot of joy and fun to the youth club members and team, is always busy and gets on with his jobs without hesitation

Ellis Nicholls

Member of Melton Young Farmers Club

- Works incredibly hard for Melton Young Farmers Club including all the organising work for the annual dinner
- Contributes to the fund raising by the club; this year nearly £3,000 was raised for cancer charities
- Makes a significant contribution to the work for the club which provides young people aged 10 to 26 with opportunities for social activities, meeting new friends, and learning lifelong skills.

Joe Smith

Scouting

- Having joined Scouting as a cub aged 8, he has spent 10 years as a youth member, , and 4 years as a young leader helping out at a cub pack on a weekly basis
- Has since taken on a full adult leadership role and helps out as a canoe instructor
- His voluntary contribution supports the Scouting movement to actively engage and support young people in their personal development, empowering them to make a positive contribution to society
- Is studying to become a Chef and recently won the Teflon Diamond Standard Award for Aspiring Student Chef but despite this time consuming schedule, he still finds time to help scouting.

Melton Borough Award

Gates Garden Centre (Nigel Gates) Garden Centre business and restaurant

- family run business for over half a century which has grown from a garden centre into a restaurant, gifts and clothing retailer
- has become a tourist attraction, bringing in money to the local economy and provides employment for local people;
- provides indoor and outdoor play areas for children so appeals to people of all ages and is accessible for the disabled
- organises annual fund raising event for a nominated charity both at the garden centre and elsewhere. Has been supporting charitable causes for over 20 years
- Nigel Gates' vision has created a successful and ever expanding business popular not just amongst local people but also brings in visitors from much further afield

On behalf of Mrs Eileen Hyslop, Councillor Orson presented the Robert Hyslop Citizen of the Year Award to Brenda Cox which was accepted on her behalf by Mr Daniel Gray.

The Mayor presented the Derek Sanders Cup for the Outstanding Young Citizen to Ellis Nicholls.

CO102. LEADER'S ANNOUNCEMENTS

The Leader presented her report to Council, during which she

- (a) expressed the view that this was the best Council meeting as the Mayor's Awards gave an opportunity to see the local residents who were giving up their own time to help others. These Awards played a small part in recognising their contribution and she wanted the recipients tonight to know that as a Council, they were greatly appreciated and thanked them on the Council's behalf;
- (b) reported that the Council was recently nominated for an award by the Local Government Chronicle for its business transformation work which is the first time the Council had been selected and had been in a category with much larger authorities. Although the Council had not gone on to win the award, the Strategic Director, Mr Aubrey, had been asked to write an article for the LGC which it would publish. This, she said, would suggest that the Council had come pretty close to being successful;
- (c) advised that the Melton Local Plan was progressing and that an extraordinary Full Council meeting would be held soon to take it to the next stage;
- (d) reminded Members that the Chief Executive, Mrs Aisbett, would soon be retiring at the end of July. The recruitment process for her replacement was

underway and it was hoped to be in a position to announce the successful candidate by the end of May;

- (e) reported that the Council's Customer Services team had recently been re-inspected for Customer Excellence and had successfully retained their status with an improved result. She congratulated and thanked the staff for their efforts.

CO103. PUBLIC QUESTION TIME

There were no questions submitted from members of the public.

CO104. PETITIONS

In accordance with Procedure Rule 24.1, the Chief Executive reported the receipt of two petitions

(a) Foyer Project

The Council noted the receipt of a paper petition received on 21 February 2017 containing 20 signatures which stated:

"We, the undersigned, request Melton Borough Council to reopen the decision regarding a Foyer in Melton Mowbray. This would enable further consideration to be given to providing a Foyer which would give vulnerable young people the opportunity to benefit from its structured living environment, requiring them to be involved in education, employment or training, thus leading them on to make a positive contribution as citizens within the community of Melton Mowbray."

It was also noted that this matter had been considered at the last meeting of the Community and Social Affairs Committee held on 21 March 2017 and the petitioner was advised accordingly of the outcome.

(b) Dog Fouling

Mr Chris Fisher presented the petition on Dog Fouling in accordance with Procedure Rule 24 (Part Two). Mr Fisher said he had submitted an electronic petition to the Council on 10 March 2017 which contained 202 electronic signatures which stated:

"Action is needed against dog fouling in Melton Mowbray, something needs to be done to prevent this happening. People are unhappy and embarrassed with the town they live in because of the minority of irresponsible dog owners who are allowing their dog to foul public areas and not clean up after them. There needs to be more done to punish people who continue to do this, it is unsightly, unhealthy and should be made socially unacceptable the way smoking in public is. It is time the local council did something about this and took action."

The Council accordingly noted:

- (a) receipt of this petition; and

(b) this matter was discussed at the last meeting of the Town Area Committee held on 13 March 2017 and in response to local people's concerns, proactive decisions were made to move this issue forward. Should there be any residual matters, these will be referred to the appropriate Committee.

CO105. RECOMMENDATIONS AND REPORTS FROM COMMITTEES

Governance Committee: 4 April 2017 – Minute G69 Constitution Update 2016/17

Councillor Chandler moved the recommendation on the Order Paper, and in so doing

- stated that previous Planning Committee Chairmen had granted a dispensation to address the committee but this had necessitated suspension of standing orders;
- the recommendation to revise the minute procedure set out how the Committee wished to see minutes recorded. Minutes were not a verbatim record of the debate and therefore individual comments should not be attributed;
- advised that in considering the draft calendar of meetings for 2017/18, the Committee had been split over whether meetings (not including Planning Committee) should start at 6pm rather than the present 6.30pm. Councillor Chandler invited the Council to debate this matter.

The motion was seconded by Councillor Illingworth.

Discussion opened by a Member referring to the background to the setting up of an Efficiency Task Group which had led to stopping the provision of sandwiches for Members at 6pm before meetings. The provision of the refreshments had been an opportunity for Members to meet informally. A comment was made that a later start of 6.30pm was beneficial for working Councillors and those who might consider standing as a Councillor but were in full time employment.

The former chair of the Efficiency Task Group advised that when this issue was under consideration the cost of providing these refreshments had been £8,000 and this had to be borne in mind if this was to be reintroduced. A further comment in support of reinstating the provision of these refreshments was made; it was suggested that the cost of doing so was small in comparison to the Council's overall budget and the opportunity for Members to interact and catch up with each other was of benefit to the working of the Council. Another Member indicated her support to retain the 6pm start for the Planning Committee and to reinstate the refreshments as they tended to be long meetings but the other Committees and Council should continue to start at 6.30pm. In support of providing the refreshments, the Member said it was important to have consideration for the Officers supporting meetings as well.

The Chief Executive advised that budgetary provision would need to be set up for the refreshments before meetings and the matter referred back to the Council for final determination.

Following a vote, it was

RESOLVED:

(1) that the following be adopted and incorporated into this Council's Constitution:-

(a) Planning matters

Subject to an amendment to Appendix A, reflecting that the Chair of the Planning Committee may exercise their discretion in relation to the requirement for Ward Councillors (or replacement Councillors) to give at least 24 hours notice before addressing the Planning Committee;

(b) Minutes Procedure

To approve the Minutes Procedure document and the tracked changes at Appendix B.

(2) the proposed Calendar of Meetings be referred to Full Council at the Annual Meeting;

(3) the start time of 6pm for Planning Committee and 6.30pm for other Committees and Full Council be retained with a further report being brought back to Council on the budget implications for providing refreshments before meetings of committees and Full Council.

Governance Committee: 4 April 2017 – Minute G.70: Anti Bribery Policy

Councillor Chandler moved the recommendation as set out on the Order Paper stating that this was a policy which had been adopted by the County and City Councils as well as other Leicestershire districts. The motion was seconded by Councillor Illingworth. Upon being put to the vote, the motion was carried unanimously.

RESOLVED that the Anti Bribery Policy at Appendix A be adopted and incorporation into this Council's Constitution.

CO106. QUESTIONS FROM MEMBERS

(a) Members had before them the reports of the following Committees, upon which the Chairmen of those Committees may be asked to answer any questions upon items when those items are being received or under consideration by the Council in accordance with Council Procedure Rule 10.1 of the Constitution :-

Rural Economic & Environmental Affairs Committee	8 March 2017
Town Area Committee	13 March 2017
Planning Committee	16 March 2017
Community & Social Affairs Committee	21 March 2017
Governance Committee	4 April 2017
Town Area Committee	10 April 2017
Policy, Finance & Administration Committee	12 April 2017

(b) In accordance with Council Procedure Rule 10.5(a), the following question was received from Councillor Malise Graham MBE on 30 March 2017:

“Has Melton Borough Council undergone a Cyber Essentials assessment?”

A written response by the Leader was circulated at the meeting which stated:

Melton Borough Council has had its security compliance reviewed and has demonstrated that its infrastructure is sufficiently secure to connect to the (Public Services Network) PSN during the period 12th July 2016 to 12th July 2017 and associated compliance certificate issued accordingly. This means the Council demonstrated that its infrastructure is sufficiently secure so that connection would not present an unacceptable risk to the security of the network. The PSN requirements are designed to defend against common threats such as opportunistic hackers and abuses of business processes, while remaining proportionate and aligned with wider business goals. This is an annual process and the organisation will seek to be recertified in the summer of 2017.

The Cyber Essentials programme is a government-backed, industry supported scheme to help organizations protect themselves against common cyber attacks in an effort to encourage businesses that government organizations deal with to adopt the same high standards of security and compliance certified under PSN. From 1 October 2014, government requires all suppliers bidding for certain sensitive and personal information handling contracts to be certified against the Cyber Essentials scheme. It should be noted there is no legal requirement for local government to adopt the Cyber Essentials programme as it is was developed to help businesses Central Government procure services from and that PSN Compliance requirements are greater than the Cyber Essentials programme in the view of the ICT Partnership.

Members may wish to note in December 2016 the Cyber Security Coordinator from the East Midlands Regional Cyber Crime Unit was invited to attend a meeting of the Council’s Management Team, facilitated by Internal Audit, to discuss the risks posed by Cyber Crime. The session was held to explore the

measures, controls and actions the Council can take to actively manage this risk, both for the Council and for the local community. The Cyber Essentials accreditations were discussed, amongst a number of other potential areas for consideration, and it was agreed that an Internal Audit review would be conducted in 2017/18 to explore this further, with specialist support and partnership working from the Police Cyber Crime Unit, to assess the Council's current controls and procedures and to develop a formal action plan.

Councillor Graham requested that the result of the Internal Audit review on the Council's current controls and procedures be circulated to all Members. The Leader confirmed that this would happen.

CO107. MOTIONS ON NOTICE

There were no motions on notice submitted. There being no other business, the Mayor called the meeting to a close.

The meeting, which commenced at 6.30 p.m., closed at 7.25 p.m.

Mayor