

Please ask for: Tony Rose

Your ref:

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Date: 6th February 2012

COUNCIL SUMMONS

You are hereby summoned to attend a Meeting of the **WEST DEVON BOROUGH COUNCIL** to be held at the Council Chamber, Council Offices, Kilworthy Park, **TAVISTOCK** on **TUESDAY** the **14th** day of **FEBRUARY 2012** at **4.30 pm**.

THE FOLLOWING BUSINESS IS PROPOSED TO BE TRANSACTED.

1. Prayers by Mrs S Tucker, the Church of England's Rural Officer for Devon
2. Apologies for absence
3. Declarations of Interest
Members are reminded to declare any personal or prejudicial interests they may have in any item on this Summons

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4. To approve and adopt as a correct record the Minutes of Council held on 13th December 2011. 5
5. To receive communications from the Mayor or person presiding
6. Business brought forward by or with the consent of the Mayor
7. To respond to any questions submitted by the public and to receive deputations or petitions under Council Procedure Rule 21
8. To consider motions of which notice has been submitted by Members of the Council in accordance with Council Procedure Rule 15
9. To consider questions submitted by Members under Council Procedure Rule 21
10. To receive the Minutes of the following Committees, to note the delegated decisions and to consider the adoption of those Minutes which require approval
 - (i) **Environment & Community Committee**
Meeting held on 17th January 2012 11

(ii)	Overview & Scrutiny Committee Meeting held on 17 th January 2012 Council is asked to note the recommendation to the Strategies & Resources Committee contained within Minute No. OSC 19 Performance Indicator Review Working Group	15
(iii)	Planning & Licensing Committee Meeting held on 6 th December 2011 Meeting held on 3 rd January 2012 Meeting held on 31 st January 2012	18 33 40
(iv)	Standards Committee Meeting held on 24 th January 2012	44
(v)	Strategies & Resources Committee Meeting held on 24 th January 2012	46

Unstarred Minutes to agree:

S&R 35 – Revenue Budget For 2012-2013

Please Note: This item is included in agendum 11 where the vote will be taken.

That in order to set a Balanced Budget for 2012-2013, an increase in Council Tax of 2.5% will be set (the Band D Council Tax for West Devon Borough Council will be £196.95 for 2012-13, an increase of £4.80 per year or 9 pence per week) as per Section 5.14 of the presented report;

That the financial pressures in Appendix A of the presented report should be accepted (total of £197,500);

To agree the schedule of savings identified in Appendix A, totalling £469,398;

To agree to use £200,000 of funding from the New Homes Bonus Scheme as per paragraph 7.5 of the presented report;

To agree the details set out in Section 4.8 of the presented report on the fees and charges which the Council has the discretion to levy;

To set a target for additional savings from shared services of £50,000 for 2012-13 as per Section 4.5 of the presented report;

To allocate £40,250 of the New Homes Bonus to the Dartmoor National Park Authority; and

That the Discretionary bids should be accepted (as shown in Appendix A of the presented report totalling £12,500).

S&R 37 – Capital Programme 2012/2013 to 2014/2015

Please Note: This item is included in agendum 12 where the vote will be taken.

1. The budget for the 2012/13 Capital Programme totalling £1,045,000 as shown in Section 5.1 of the presented report be approved;
2. The proposed method of funding the Bids shown in Section 5.2 of the presented report be approved; and
3. Approval be delegated to the Head of Environmental Health and Housing, in consultation with the Head of Finance, to be able to amalgamate the Private Sector Renewal Grant budget and the Disabled Facilities Grant budget in each financial year and to use the total budget in order to meet the demands of both capital schemes.

S&R 38 – New Website

Members are recommended to agree:

1. Expenditure required to proceed with procurement and implementation of the new website be approved; and
2. The cost of the new website be funded from the existing budget of £35,000 within the approved Capital Programme for 2011/12 plus an additional bid for £5,000 to the Capital Programme for 2012/13.

S&R 41 – New Revenue and Benefits Software Contract

Members are recommended to agree:

1. That the project be added to the Capital Programme for 2012/13; and
2. That the cost of the new system is funded from the Revenues and Benefits Earmarked Reserve, plus an additional bid to General Fund Earmarked Reserves.

11.	To receive the report of the Head of Finance on the General Fund Revenue Budget for 2012/2013	51
12.	To receive the report of the Head of Finance on the Capital Programme 2012/2013 to 2014/2015	84
13.	To receive the report of the Chief Executive on proposed Democratic Arrangements	96
14.	To Order the affixing of the Common Seal For the information of Members, a list of documents sealed by the Council and witnessed by the Mayor and the Chief Executive during the period 24 th November 2011 to 31 st January 2012 is attached.	104

PART TWO – ITEMS WHICH MAY BE TAKEN IN THE ABSENCE OF THE PRESS AND PUBLIC ON THE GROUNDS THAT EXEMPT INFORMATION MAY BE DISCLOSED (if any).

If any, the Council is recommended to pass the following resolution:

“RESOLVED that under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the Meeting on the grounds that exempt information may be disclosed as defined in Part I of Schedule 12(A) to the Act.”

Dated this 6th day of February 2012

A handwritten signature in black ink, appearing to read "R. Heard". The signature is written in a cursive style with a large initial "R".

Chief Executive