

At the Meeting of the **WEST DEVON BOROUGH COUNCIL** held in the **COUNCIL CHAMBER, KILWORTHY PARK, TAVISTOCK** on **TUESDAY** the **2ND** day of **OCTOBER 2012** at **4.30pm** pursuant to Notice given and Summons duly served.

Present Cllr C R Musgrave – The Mayor (In the Chair)
Cllr W G Cann OBE – Deputy Mayor

Cllr S C Bailey	Cllr K Ball
Cllr M J R Benson	Cllr A Clish-Green
Cllr D W Cloke	Cllr M V L Ewings
Cllr C Hall	Cllr T J Hill
Cllr L J G Hockridge	Cllr D M Horn
Cllr A F Leech	Cllr C M Marsh
Cllr J R McInnes	Cllr N Morgan
Cllr M E Morse	Cllr D E Moyse
Cllr R J Oxborough	Cllr P J Ridgers
Cllr L B Rose	Cllr R F D Sampson
Cllr P R Sanders	Cllr D K A Sellis
Cllr J Sheldon	Cllr E H Sherrell
Cllr D Whitcomb	Cllr D M Wilde

Chief Executive
Monitoring Officer
Democratic Services Manager

CM 42 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs R E Baldwin, J B Moody and T G Pearce.

CM 43 DECLARATION OF INTEREST

The following declarations of interest were made:

1. Cllrs S C Bailey, M V L Ewings, E H Sherrell and D Whitcomb in Item 11 (Tavistock Townscape Heritage Initiative Bid 2012) – personal as each was a Member of Tavistock Town Council and therefore remained in the meeting and took part in the vote thereon.
2. Cllr R J Oxborough also in Item 11 (Tavistock Townscape Heritage Initiative Bid 2012) – personal as a tenant who could be a potential beneficiary from the initiative and remained in the meeting and took part in the vote on this item.
3. Cllr M J R Benson in Item 9(iii) (Minutes of the Planning and Licensing Committee) – personal as a member of the Weir Quay Sailing Club and took part in the vote on this item.

At this point, the Monitoring Officer was invited to provide some advice and in so doing, she advised that:-

- In respect of agenda item 11, she did not feel that Tavistock Town Councillors should be required to declare an interest in this matter;

- In relation to the Planning and Licensing Committee, there is no need for any Member to declare a personal interest for being a local Ward Member; and
- Any membership of other bodies was classified as a Personal Interest and not a Disclosable Pecuniary Interest, which therefore did not prevent any Member from partaking on the debate and vote.

In light of the advice of the Monitoring Officer, Cllr P R Sanders advised that despite also being a Tavistock Town Councillor, he was not minded to declare any interest in agenda item 11.

CM 44 CONFIRMATION OF MINUTES

It was moved by Cllr P R Sanders, seconded by Cllr R F D Sampson and upon the motion being submitted to the Meeting was declared to be **CARRIED** and “**RESOLVED** that the Council agree the Minutes of the Meeting of Council held on 31 July 2012 as a true record.”

CM 45 COMMUNICATIONS FROM THE MAYOR

The Mayor wished to make reference to his Civic and Community Service which was to take place on Sunday, 7 October 2012. The Mayor wished to thank those Members and officers who had accepted his invitation to attend.

CM 46 BUSINESS BROUGHT FORWARD BY THE MAYOR

The Mayor advised Members that he had no items of urgent business to be raised at this meeting.

CM 47 MINUTES OF COMMITTEES

a. Audit Committee – 31 July 2012

Prior to introducing these minutes, Cllr D K A Sellis wished to put on record her gratitude and congratulations to the Finance team for the positive outcome received from the recent external audit undertaken by Grant Thornton. The Mayor echoed these sentiments and also added that this had been a common outcome throughout his time on the Council, which indicated a high level of consistency.

It was then moved by Cllr D K A Sellis, seconded by Cllr D M Wilde and upon being submitted to the Meeting was declared to be **CARRIED** and “**RESOLVED** that the Minutes of the 31 July 2012 meeting be received and noted, with the exception of Unstarred Minutes AC 7 and AC 9”.

In respect of the Unstarred Minutes:

i. **AC 7 – Treasury Management Annual Review**

It was moved by Cllr D K A Sellis, seconded by Cllr D M Wilde and upon being submitted to the Meeting was declared to be carried and “**RESOLVED** that the Council:-

1. note the Treasury Management Report for 2011/12;
2. approve the actual 2011/12 prudential indicators within the report (as shown in Appendix A of the presented agenda report); and
3. approve the minimum Reserve Provision Statement for 2011/12 (as detailed in paragraph 6.2 of the presented agenda report).

ii. **AC 9 – System of Internal Control and Annual Governance Statement**

It was moved by Cllr D K A Sellis, seconded by Cllr D M Wilde and upon being submitted to the Meeting was declared to be **CARRIED** and “**RESOLVED** that the draft Annual Governance Statement for 2011/12 and supporting evidence provided by the presented report and approval of the Statement be adopted by the Council.”

b. **Community Services Committee – 4 September 2012**

It was moved by Cllr R J Oxborough, seconded by Cllr R F D Sampson and upon being submitted to the Meeting was declared to be **CARRIED** and “**RESOLVED** that the Minutes of the 4 September 2012 meeting be received and noted”.

c. **Planning and Licensing Committee – 14 August 2012 and 11 September 2012**

It was moved by Cllr C M Marsh, seconded by Cllr L B Rose and upon being submitted to the Meeting was declared to be **CARRIED** and “**RESOLVED** that the Minutes of the 14 August 2012 meeting and the 11 September 2012 meeting be received and noted”.

d. **Resources Committee – 18 September 2012**

It was moved by Cllr P R Sanders, seconded by Cllr C M Marsh and upon being submitted to the Meeting was declared to be **CARRIED** and “**RESOLVED** that the Minutes of the 18 September 2012 meeting be received and noted, with the exception of Unstarred Minutes RC 13 and RC 17”.

In respect of the Unstarred Minutes:-

- i. **RC 13 – Medium Term Financial Strategy 2013/14 to 2016/17**
It was moved by Cllr P R Sanders, seconded by Cllr C M Marsh and upon being submitted to the Meeting was declared to be **CARRIED** and “**RESOLVED** that:
 1. The Financial Strategy, including the schedule of Earmarked Reserves, be accepted as a foundation document for the Council’s budget setting process;
 2. The minimum level of the Unearmarked General Fund Revenue Reserves be maintained to at least £750,000 (as per paragraph 10.3 of the presented report); and
 3. The Senior Management Team be tasked with identifying options to bridge the budget gap to balance the 2013/14 budget.”
 - ii. **RC 17 – West Devon Members’ Bulletin**
It was moved by Cllr P R Sanders, seconded by Cllr C M Marsh and upon being submitted to the Meeting was declared to be **CARRIED** and “**RESOLVED** that the Members’ Bulletin be the primary method of communication from officers to elected Members of West Devon Borough Council.”
- e. **Standards Committee – 4 September 2012**
It was moved by Cllr J R McInnes, seconded by Cllr M V L Ewings and upon being submitted to the Meeting was declared to be **CARRIED** and “**RESOLVED** that the Minutes of the 4 September 2012 meeting be received and noted, with the exception of Unstarred Minute SC 9”.

In respect of the Unstarred Minute:-

- i. **SC 9 – General Dispensations and Amendment to Delegation of Powers to Grant Dispensations**
It was moved by Cllr J R McInnes, seconded by Cllr M V L Ewings and upon being submitted to the Meeting was declared to be **CARRIED** and “**RESOLVED** that the delegation of powers to grant dispensations be amended to enable a Standards Sub-Committee (or the Monitoring Officer), in consultation with the Chairman and Vice-Chairman of the Standards Committee, to grant dispensations when it would not be expedient to wait until the next scheduled meeting of the Standards Committee.”

CM 48

REVIEW OF THE BLUEPRINT – RESOURCES BID

A report was considered which sought to summarise the use of delegated powers to meet service demands and bring about changes to improve customer service.

It was then moved by Cllr N Morgan, seconded by Cllr R F D Sampson and upon the motion being submitted to the Meeting was declared to be **CARRIED** and **“RESOLVED** that the Council notes and endorses the use of delegated powers by the Head of Finance and Audit for the sums for additional resources as shown in Appendix A of the presented agenda report”.

CM 49

TAVISTOCK TOWNSCAPE HERITAGE INITIATIVE BID 2012

The Council considered a report which outlined the opportunity for the Council to join with Tavistock Town Council and other partners to submit a bid to the Heritage Lottery for grant funding towards a Townscape Heritage Initiative project.

In discussion, Members were given assurances that whilst the timescales were tight, the bid documentation would need to be written before a meeting at Tavistock Town Council on 16 October 2012.

It was then moved by Cllr P R Sanders, seconded by Cllr S C Bailey and upon the motion being submitted to the Meeting was declared to be **CARRIED** and **“RESOLVED** that the Council agrees to delegate the approval of the Stage One bid; confirmation that it is prepared to act as the Accountable Body for the Tavistock Townscape Heritage Initiative Scheme and any financial contributions towards the development and delivery phases of the scheme, to a special meeting of the Resources Committee, to be held on 30 October 2012 at 4.00pm, or upon the rising of the Community Services Committee, whichever is the later”.

CM 50

COMMON SEAL

A copy of the documents signed by the Mayor during the period 13 June 2012 and 24 September 2012 was circulated to Members and noted by the Meeting.

It was then moved by Cllr E H Sherrell, seconded by Cllr R F D Sampson and upon the motion being submitted to the Meeting was declared to be **CARRIED** and **“RESOLVED** that the Mayor and the Chief Executive (or deputies appointed by them) be authorised to witness the fixing of the seal on any documents for the forthcoming year”.

(The Meeting terminated at 5.05 pm)

Mayor