

Please ask for: Tony Rose

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Date: 14<sup>th</sup> July 2014

## 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 **22<sup>nd</sup>** day of **JULY 2014** at **4.30 pm**.

Prior to the Meeting, the Reverend N Shutt, Vicar of Walkhampton has been invited to say prayers.

### THE FOLLOWING BUSINESS IS PROPOSED TO BE TRANSACTED.

1. Apologies for absence
2. Declarations of Interest  
Members are invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have in any items to be considered at this meeting.

If Councillors have any questions relating to predetermination, bias or interests in items on this Summons, then please contact the Monitoring Officer in advance of the meeting.

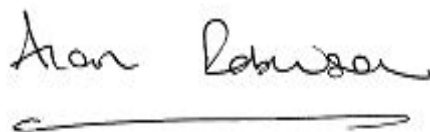
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3. To approve and adopt as a correct record the Minutes of the Meetings of the Council held on:
  - (i) Special Meeting held on 1<sup>st</sup> May 2014 (deferred from Annual Meeting – Minute No CM 5 – 2014/2015 refers) **1**
  - (ii) Annual Meeting held on 13<sup>th</sup> May 2014 **5**
  - (iii) Special Meeting held on 24<sup>th</sup> June 2014 **16**
  - (iv) Special Meeting held on 15<sup>th</sup> July 2014 **To follow**
4. To receive communications from the Mayor or person presiding
5. Business brought forward by or with the consent of the Mayor
6. To respond to any questions submitted by the public and to receive deputations or petitions under Council Procedure Rule 21
7. To consider motions of which notice has been submitted by Members of the Council in accordance with Council Procedure Rule 15

8. To consider questions submitted by Members under Council Procedure Rule 21
9. 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) **Audit Committee**  
Meeting held on 10<sup>th</sup> June 2014 **23**
- Unstarred Minute to agree**  
Members are recommended to agree:
- AC 5 Revision of the Contract Procedure Rules**  
**RECOMMENDED** that, subject to the removal of paragraph 24 “Development Arrangements” (page 77 to the Audit Committee Agenda) for the time being, the proposed revised Contract Procedure Rules as set out in Appendix A be approved by Council and included within the Council’s Constitution and that a report on Development Agreements be presented to a future meeting of the Audit Committee.
- (ii) **Community Services Committee**  
Meeting held on 17<sup>th</sup> June 2014 **28**
- Unstarred Minute to agree**  
Members are recommended to agree:
- CS 4 Coach Parking in Mill Road Car Park, Okehampton**  
**RECOMMENDED** that that the Council approves the provision of free coach parking in the Mill Road car park in Okehampton and that the Off-Street Car Parking Order be amended accordingly subject to public consultation.
- (iii) **Overview & Scrutiny Committee**  
Meeting held on 24<sup>th</sup> June 2014 **32**
- (iv) **Planning & Licensing Committee**  
Meeting held on 6<sup>th</sup> May 2014 **39**
- Meeting held on 3<sup>rd</sup> June 2014 **45**
- Meeting held on 1<sup>st</sup> July 2014 **51**
- (v) **Resources Committee**  
Meeting held on 15<sup>th</sup> July 2014 **To follow**
- (vi) **Standards Committee**  
Meeting scheduled for 15<sup>th</sup> July 2014 – **Cancelled**
10. To receive the report of the Head of Environmental Health & Housing on forming a Local Authority Trading Company **69**

11. To receive the report of the Democratic Service Manager updating the Council's Constitution. **79**
12. To receive the report of the Leader of the Council on the appointment of Substitute Members to the Audit Committee **84**
13. To receive the Overview and Scrutiny Annual Report **87**
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 Monitoring Officer during the period from 6<sup>th</sup> May 2014 to 7<sup>th</sup> July 2014. **90**

Dated this 14<sup>th</sup> day of July 2014

A handwritten signature in black ink, appearing to read "Alan Lawson". The signature is written in a cursive style and is positioned above a horizontal line that serves as a separator or underline.

Executive Director (Communities) & Head of Paid Service