

At the Meeting of the **WEST DEVON BOROUGH COUNCIL** held in the **COUNCIL CHAMBER, KILWORTHY PARK, TAVISTOCK** on **TUESDAY** the **5<sup>th</sup>** day of **DECEMBER 2017** at **4.30pm** pursuant to Notice given and Summons duly served.

**Present**

Cllr J B Moody – Mayor (In the Chair)

|                      |                    |
|----------------------|--------------------|
| Cllr R E Baldwin     | Cllr W G Cann OBE  |
| Cllr R Cheadle       | Cllr D W Cloke     |
| Cllr C Edmonds       | Cllr J Evans       |
| Cllr L J G Hockridge | Cllr N Jory        |
| Cllr P Kimber        | Cllr B Lamb        |
| Cllr J R McInnes     | Cllr C Mott        |
| Cllr D E Moyse       | Cllr C R Musgrave  |
| Cllr R J Oxborough   | Cllr G Parker      |
| Cllr T G Pearce      | Cllr P J Ridgers   |
| Cllr A Roberts       | Cllr R F D Sampson |
| Cllr L Samuel        | Cllr P R Sanders   |
| Cllr D K A Sellis    | Cllr J Sheldon     |
| Cllr J Yelland       |                    |

Head of Paid Service  
Executive Director – Service Delivery and Commercial  
Development  
Monitoring Officer  
Senior Specialist – Democratic Services  
Section 151 Officer  
Group Manager – Commercial Services  
Group Manager – Business Development

**CM 38 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs K Ball, M Davies, A F Leech, B Stephens and L Watts.

**CM 39 CONFIRMATION OF MINUTES**

It was moved by Cllr P R Sanders, seconded by Cllr L Samuel 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 held on 26 September 2017 and the Special Meeting held on 31 October 2017 as a true record.”

**CM 40 DECLARATION OF INTEREST**

Prior to inviting Members to declare any interests in the items of business to be considered during the course of the meeting, the Mayor asked the Monitoring Officer to provide some advice in respect of Unstarred Minute HC 53 ‘*Residential Property Purchase*’.

In so doing, the Monitoring Officer advised that there was a distinct difference in the strategic role of a Hub Committee Member and the planning role of a Development Management and Licensing Committee Member. As a consequence, she could see no reason why those Members who served on both Committees could not take a full part in the debate and vote on this unstarred minute at this meeting today.

Following this advice, interests were declared (and recorded) as follows:-

Cllr J B Moody declared a personal interest in Item 9(iv): 'Minutes of Committees' (Minute CM 43(d) below refers) and specifically unstarred minute HC 53 (Residential Property Purchase) by virtue of currently being a Substitute Member of the Development Management and Licensing Committee;

Cllr R E Baldwin declared a personal interest in Item 9(iv): 'Minutes of Committees' (Minute CM 43(d) below refers) and specifically unstarred minute HC 53 (Residential Property Purchase) by virtue of currently being a Member of the Development Management and Licensing Committee and the local Ward Member;

Cllr P R Sanders declared a personal interest in Item 9(iv): 'Minutes of Committees' (Minute CM 43(d) below refers) and specifically unstarred minute HC 53 (Residential Property Purchase) by virtue of currently being the Chairman of the Development Management and Licensing Committee;

Cllr J Evans declared a personal interest in Item 9(iv): 'Minutes of Committees' (Minute CM 43(d) below refers) and specifically unstarred minute HC 53 (Residential Property Purchase) by virtue of attending a Parish Council meeting for which she was a Member. In declaring this interest, Cllr Evans emphasised that she had also declared a personal interest at the Parish Council meeting and had expressed no opinions or voted on any decisions at this meeting;

Cllr T G Pearce declared a personal interest in Item 9(iv): 'Minutes of Committees' (Minute CM 43(d) below refers) and specifically unstarred minute HC 53 (Residential Property Purchase) by virtue of currently being a Member of the Development Management and Licensing Committee and a Council representative on the Devon Building Control Partnership;

Cllr C Edmonds declared a personal interest in Item 9(iv): 'Minutes of Committees' (Minute CM 43(d) below refers) and specifically unstarred minute HC 53 (Residential Property Purchase) by virtue of currently being a Substitute Member of the Development Management and Licensing Committee;

Cllr J Sheldon declared a personal interest in Item 9(iv): 'Minutes of Committees' (Minute CM 43(d) below refers) and specifically unstarred minute HC 53 (Residential Property Purchase) by virtue of currently being a Substitute Member of the Development Management and Licensing Committee;

Cllr B Lamb declared a personal interest in Item 9(iv): 'Minutes of Committees' (Minute CM 43(d) below refers) and specifically unstarred minute HC 53 (Residential Property Purchase) by virtue of currently being a Substitute Member of the Development Management and Licensing Committee;

Cllr W G Cann OBE declared a personal interest in Item 9(iv): 'Minutes of Committees' (Minute CM 43(d) below refers) and specifically unstarred minute HC 53 (Residential Property Purchase) by virtue of currently being a Member of the Development Management and Licensing Committee;

Cllr J Yelland declared a personal Interest in Item 9(iv): 'Minutes of Committees' (Minute CM 43(d) below refers) and specifically unstarred minute HC 53 (Residential Property Purchase) by virtue of currently being a Member of the Development Management and Licensing Committee and Item 13: 'Community Governance Review – Initial Submissions' (Minute CM 47 below refers) by virtue of being a member of Okehampton Town Council;

#### **CM 41            MAYOR'S ANNOUNCEMENTS**

At his discretion, the Mayor made reference to:-

##### **(a) The Head of Paid Service**

Since this was the last Council meeting before Mr Steve Jordan left the employ of the Council, the Mayor and Group Leaders paid tribute to his hard work, commitment and dedication and wished him and his family every success and happiness in the future.

##### **(b) Mayor's Christmas Tea**

The Mayor reminded the Council that his Christmas Tea was taking place upon the rising of this meeting and all Members were welcome to attend.

#### **CM 42            URGENT BUSINESS**

The Mayor informed that he had agreed for three urgent items to be raised at this meeting that related to:

- the West Devon Parking Strategy;
- the Corporate Strategy; and
- Member Allowances – Request from Cllr Sanders.

It was noted that each of these items had been deemed urgent in light of their associated time constraints.

**(a) West Devon Parking Strategy**

The Council considered a report that presented the recommendations of the West Devon Parking Strategy Group in respect of the adoption of a revised Parking Strategy.

In the ensuing discussion, reference was made to a reluctance to approve the Strategy at this time. Some Members expressed their reservations and confusion over the Strategy in its current form and particular concerns were highlighted in relation to its purpose, lack of supporting evidence and the content potentially pre-empting the work of the Financial Stability Member Working Group. As a result, these Members were of the view that a decision on the Strategy should be deferred for consideration at a future meeting of the Hub Committee. In the meantime, these Members also asked that a meeting be held between assets and car parks officers to ensure that the Strategy was more co-ordinated between these two areas.

However, in contrast, other Members highlighted that the Strategy was already significantly out of date and stated that a decision to defer would impinge upon the work of the Parking Strategy Group.

Nonetheless, having been moved by Cllr G Parker and seconded by Cllr D K A Sellis, it was declared to be **CARRIED** and “**RESOLVED** that a decision on the West Devon Parking Strategy be deferred to a future meeting of the Hub Committee for its consideration.”

**(b) Corporate Strategy**

The Mayor advised that, following recent discussions, the general consensus amongst Hub Committee Members was that a Member Working Group should be formally established to consider the draft Corporate Strategy. In support of this consensus, the Leader also felt it important that he and the Leader of the Independent Group nominate the most appropriate representatives to serve on this Working Group regardless of their political affiliation.

It was then moved by Cllr P R Sanders, seconded by Cllr R F D Sampson and upon being submitted to the Meeting was declared to be **CARRIED** and “**RESOLVED** that:

1. a Corporate Strategy Member Working Group comprising of 6 Members be formally established, with Delegated Authority being granted to the Commissioning Manager, in consultation with the Group Leaders, to agree the Terms of Reference; and

2. appointments to serve on this Group be delegated to the Group Leaders and determined on a fit for purpose basis.”

**(c) Member Allowances – Request from Cllr Sanders**

The Mayor proceeded to inform that, under Part 6, Paragraph 10.1 of the Council Constitution (Members’ Allowances Scheme):

*‘no payment can be made of any Travel and Subsistence Claim made more than three months after the meeting for which the claim is made without the authority of Council in every case.’*

Having received a request from Cllr Sanders, it was moved by Cllr J B Moody, seconded by Cllr R F D Sampson and upon being submitted to the Meeting was declared to be **CARRIED** and “**RESOLVED** that Cllr Sanders be in receipt of payment of expenses dating back to July 2017 that amount to £304.55.”

**CM 43**

**MINUTES OF COMMITTEES**

**a. Overview and Scrutiny Committee – 5 September 2017, 17 October 2017 and 7 November 2017**

It was moved by Cllr J Yelland, seconded by Cllr R Cheadle and upon being submitted to the Meeting was declared to be **CARRIED** and “**RESOLVED** that the Minutes of the 5 September 2017, 17 October 2017 and 7 November 2017 meetings be received and noted”.

**b. Audit Committee – 19 September 2017**

It was moved by Cllr W G Cann OBE, seconded by Cllr B Lamb and upon being submitted to the Meeting was declared to be **CARRIED** and “**RESOLVED** that the Minutes of the 19 September 2017 meeting be received and noted”.

**c. Development Management and Licensing Committee – 19 September 2017, 17 October 2017 and 14 November 2017**

It was moved by Cllr P R Sanders, seconded by Cllr A Roberts and upon being submitted to the Meeting was declared to be **CARRIED** and “**RESOLVED** that the Minutes of the 19 September 2017, 17 October 2017 and 14 November 2017 meeting be received and noted”.

**d. Hub Committee – 31 October 2017 and 28 November 2017**

It was moved by Cllr P R Sanders, seconded by Cllr L Samuel and upon being submitted to the Meeting was declared to be **CARRIED** and “**RESOLVED** that the Minutes of the 31 October 2017 and 28 November 2017 meetings be received and noted, with the exception of Unstarred Minutes HC 32, HC 41, HC 44, HC 45, HC 46, HC 47, HC 48, HC 49, HC 52 and HC 53”.

In respect of the Unstarred Minutes:

i. **HC 32 Formation of a Community Lottery for West Devon and South Hams**

Some Members were unsupportive of the Hub Committee recommendations and, in light of the close linkages with gambling, did not feel that the Council's reputation would be enhanced through the adoption of such a scheme. Furthermore, a Member expressed some specific concerns in relation to the recommendation to appoint Gatherwell Ltd as the 'External Lottery Manager (ELM)' and was of the view that the Council should have at least made contact with other ELM's within this market.

In reply, other Members felt that the proposals were a mechanism to raise some much needed monies for good causes. In respect of Gatherwell Ltd, it was noted that this was the only company at present that underwrote the prize fund.

It was then moved by Cllr P R Sanders, seconded by Cllr L Samuel and upon being submitted to the Meeting was declared to be **CARRIED** and "**RESOLVED** that:

1. subject to approval from South Hams District Council, the proposed business case for the establishment of a joint West Devon and South Hams Local Community Lottery Scheme be approved and implemented;
2. Gatherwell Ltd be appointed as an External Lottery Manager and Aylesbury Vale District Council to assist with project implementation (subject to a successful Contract Exemption application);
3. authority be delegated to the Head of Paid Service to nominate two officers to be responsible for holding the Council's lottery licence and submit the necessary application to the Gambling Commission; and
4. authority be delegated to the Group Manager (Business Development), in consultation with the lead Hub Committee Member for Assets to approve the bespoke lottery business model policies required in order to submit a valid application to the Gambling Commission in order to obtain a lottery licence."

ii. **HC 41 Quarter 2 Revenue Budget Monitoring 2017/18**

It was moved by Cllr P R Sanders, seconded by Cllr L Samuel and upon being submitted to the Meeting was declared to be **CARRIED** and “**RESOLVED** that the underspend on Homelessness Prevention be transferred into the Homelessness Earmarked Reserve at the end of the 2017/18 Financial Year (NOTE. this is expected to be £65,000).”

iii. **HC 44 Heart of the South West – Joint Committee**

In response to a question, the Head of Paid Service gave a commitment to circulate to all Members the draft version of the Productivity Plan as soon as it had been received.

It was then moved by Cllr P R Sanders, seconded by Cllr L Samuel and upon being submitted to the Meeting was declared to be **CARRIED** and “**RESOLVED** that:

1. the recommendation of the Heart of the South West Leaders (meeting as a shadow Joint Committee) to form a Joint Committee for the Heart of the South West be approved;
2. the Arrangements and the Inter-Authority Agreement documents (as set out in Appendices A and B of the presented agenda report) for the establishment of the Joint Committee be approved, with the commencement date being Monday, 22 January 2018;
3. the Leader and the Deputy Leader of Council be appointed as the Council’s named representative and substitute named representative on the Joint Committee;
4. Somerset County Council be appointed as the Administering Authority for the Joint Committee for a two-year period commencing on 22 January 2018;
5. the transfer of the remaining Joint Devolution budget to meet the support costs of the Joint Committee for the remainder of 2017/18 Financial Year be approved, subject to the approval of any expenditure by the Administering Authority;
6. an initial contribution of £1,400 for 2018/19 to fund the administration and the work programme of the Joint Committee be approved, noting that any expenditure will be subject to the approval of the Administering Authority;

7. it be agreed that the key function of the Joint Committee is to approve the Productivity Strategy (NB. it is intended to bring the Strategy to the Joint Committee for approval by February 2018);
8. the initial work programme of the Joint Committee (aimed at the successful delivery of the Productivity Strategy) be authorised; and
9. the proposed meeting arrangements for the Joint Committee (including the timetable of meetings for the Joint Committee as proposed in paragraph 2.14 of the presented agenda report) be agreed.”

iv. **HC 45 Low Cost Self and Custom Build Initiative for Local People**

It was moved by Cllr P R Sanders, seconded by Cllr G Parker and upon being submitted to the Meeting was declared to be **CARRIED** and “**RESOLVED** that:

1. the custom self-build initiative be implemented through the current policy (H37) and the emerging policy TTV31;
2. the initiative is included in the emerging SPD; and
3. the New Burdens Funding is committed to additional staff resource.”

v. **HC 46 Business Rates – Section 47 Discretionary Business Rate Relief Policy**

It was moved by Cllr P R Sanders, seconded by Cllr L Samuel and upon being submitted to the Meeting was declared to be **CARRIED** and “**RESOLVED** that a Business Rate Relief Policy for the discretionary relief awarded by the Rate Relief Panel be adopted.”

vi. **HC 47 Council Tax Reduction Scheme 2018/19**

It was moved by Cllr P R Sanders, seconded by Cllr L Samuel and upon being submitted to the Meeting was declared to be **CARRIED** and “**RESOLVED** that the Council continue with the existing Council Tax Reduction Scheme for 2018/19, with the uprate of Personal Allowances, Premiums and Non Dependent deductions in line with national welfare benefits.”

vii. **HC 48 Direct Lets Scheme**

It was moved by Cllr P R Sanders, seconded by Cllr L Samuel and upon being submitted to the Meeting was declared to be **CARRIED** and “**RESOLVED** that:

1. a Local Authority Lettings Scheme be introduced for private rented accommodation managed by local authority staff; and
2. approval be given to the appointment of one 0.6 full-time employee (Level 7 Case Manager) for the delivery of the scheme.

viii. **HC 49 Purchase of 18 North Road, Okehampton**

It was moved by Cllr P R Sanders, seconded by Cllr L Samuel and upon being submitted to the Meeting was declared to be **CARRIED** and “**RESOLVED** that:

1. the residential property 18 North Road, Okehampton be purchased to support future development ambitions for Wonnacotts Meadow and to provide short-term emergency accommodation for families in the area;
2. the purchase be funded (as set out in Appendix A of the agenda report presented to the Hub Committee), along with legal and associated costs from the Innovation Fund (Invest to Earn) Earmarked Reserve; and
3. the Community Of Practice Lead Assets be authorised, in consultation with the Section 151 Officer and lead Hub Committee Member for Assets, to conclude the purchase on the terms as outlined in Appendix A of the agenda report presented to the Hub Committee.”

(NOTE: in accordance with Council Procedure Rule 19(6) ‘Right to Require Individual Vote to be Recorded’: Cllr P J Ridgers asked that his vote to abstain on this matter be formally recorded).

ix. **HC 52 Annual Review of Health and Safety Policy**

In his introduction, the Leader emphasised the importance of compliance with the Health and Safety Policy and stressed that a number of elements of this Policy (e.g. lone working) were of particular relevance to Members.

It was then moved by Cllr P R Sanders, seconded by Cllr L Samuel and upon being submitted to the Meeting was declared to be **CARRIED** and “**RESOLVED** that the revised Health and Safety Policy be adopted and signed off by the Head of Paid Service and the Leader of the Council.”

x. **HC 53 Residential Property Purchase**

In the debate on this Unstarred Minute, reference was made to:-

- the lack of local consultation prior to the Hub Committee meeting taking place;
- the local Neighbourhood Planning Group having an alternative preferred site. As a result, some Members questioned the incentive of local Groups developing a Neighbourhood Plan;
- the upfront financial assistance being a cause of some concern;
- the concept having a lot of merit in principle. Subject to the required due diligence being undertaken, such initiatives were considered to be an excellent way of generating additional affordable housing in the Borough;
- the importance of Members keeping the principle of the Scheme and the merits of any subsequent planning application as wholly separate issues;
- an Overview and Scrutiny Committee review. In light of the concerns that had been raised, a number of Members informed that they were willing to support the principle of the scheme, subject to the Overview and Scrutiny Committee first undertaking a detailed review, to ensure that it was suitably assured before any decision could then take effect. In the event of the Committee not being suitably assured, it was confirmed that the matter would be presented to the next Council meeting on 20 February 2018 for an ultimate decision.

It was then moved by Cllr P R Sanders, seconded by Cllr L Samuel and upon being submitted to the Meeting was declared to be **CARRIED** and “**RESOLVED** that:

1. the Scheme be supported in principle to formally agree to acquire up to 18 residential units (as outlined in Appendix 3 of the presented agenda report to the Hub Committee), subject to both the Overview and Scrutiny Committee first undertaking a review and specialist external legal and treasury management advice being obtained;

2. up to £2.55 million be borrowed from the Public Works Loan Board to fund the acquisition costs;
3. the borrowing limits of the Council be increased by £2.55 million in the Council's Treasury Management Strategy;
4. the Head of Paid Service, in consultation with the Deputy Leader, Lead Hub Committee for Assets and the Section 151 Officer, be given delegated authority to agree (without further recourse to the Council):
  - any minor deviations from the draft terms (as detailed in Appendix 3 of the presented agenda report). (NOTE: a major deviation (overall spend) will be returned to Council for consideration);
  - the structure of the borrowing to cover the acquisition (up to a maximum of £2.55 million);
  - which properties will be sold or which will be retained to let; and
  - the terms applicable to any sale or property let; and
5. the Business Development Group Manager, in consultation with the Head of Paid Service, the Section 151 Officer and the lead Hub Committee Member for Assets identify the most appropriate structure to hold any properties retained to let. If a new company structure is required, this will be brought back to the Hub Committee and Council for approval in due course.

(NOTE: in accordance with Council Procedure Rule 19(6) '*Right to Require Individual Vote to be Recorded*': Cllrs R E Baldwin; C Edmonds, J Evans, J B Moody, D E Moyse, T G Pearce, P R Sanders, D K A Sellis and J Yelland asked that their vote to abstain on this matter be formally recorded).

#### **CM 44**

#### **HEAD OF PAID SERVICE REPLACEMENT**

The Council considered a report that sought to designate the Executive Director (Service Delivery and Commercial Development) to be the Head of Paid Service for an initial interim period, with an option to extend for a further period (if required).

In discussion, the following points were raised:-

- (a) The Leader informed that the proposed way forward had been discussed at great length with his Deputy and their counterparts at South Hams District Council and they were in unanimous support for these recommendations;

- (b) Prior to moving the recommendation, the Leader also advised of his intention to make a slight adjustment to make it explicit that the West Devon Member representatives involved in the six month review were himself, the Deputy Leader and the Leader of the Opposition Group.

It was then moved by Cllr P R Sanders and seconded by Cllr L Samuel and declared **CARRIED** and **RESOLVED** that:

1. the Council designates the Executive Director (Service Delivery and Commercial Development) to be the Head of Paid Service for an interim period until the end of the current administration (May 2019) with an option to extend for a further period if required;
2. a report be brought back to the Council towards the end of the interim period to consider the permanent strategic leadership and Senior Management arrangements;
3. the Executive Director (Service Delivery and Commercial Development) receives an uplift of £3,000 in recognition of the Head of Paid Service responsibilities;
4. a further salary uplift of £10,000 be approved for the Executive Director (Service Delivery and Commercial Development) in recognition of the Head of Paid Service responsibilities;
5. the Executive Director (Service Delivery and Commercial Development) maintains strategic leadership and senior management capacity by allocating additional responsibilities to member of the Senior and Extended Leadership Team, in consultation with the Leader and Deputy Leader of both West Devon Borough Council and South Hams District Council; and
6. a review be undertaken by the Leader, Deputy Leader of Council and the Leader of the Opposition Group of the arrangements after six months to ensure that all responsibilities are being satisfactorily covered.”

**CM 45**

**COMMERCIAL PROPERTY ACQUISITION STRATEGY UPDATE**

A report was considered that sought Council approval and implementation of an updated Commercial Property Acquisition Strategy.

In the ensuing discussion, particular reference was made to:-

- (a) the intention of the proposals being to enable greater flexibility in the Strategy. In addition, the view was expressed that the extent of the risk would be reduced by increasing the size of the Commercial Property portfolio;

- (b) the importance of the Strategy being a success when considering the Council's significant budgetary constraints. Furthermore, the need to act quickly was emphasised;
- (c) the risks associated with the Strategy. In referring to their views that had been previously raised at the Council meeting on 25 July 2017 (Minute CM 25 refers), some Members reiterated their concerns that this Strategy was too risky and these concerns were only enhanced by the proposals to borrow even more money. In addition, another Member emphasised the amount of borrowing being proposed and urged his fellow Members not to underestimate the significance of this decision;
- (d) the Budget Consultation Survey. A Member expressed his frustrations that half of his colleagues had failed to complete the recent Budget Consultation Survey exercise.

It was then moved by Cllr P R Sanders and seconded by Cllr L Samuel and declared **CARRIED** and **RESOLVED** that:

1. the updated Commercial Property Acquisition Strategy (as detailed in Appendix A of the presented agenda report) be approved and implemented; and
2. funds be borrowed on fixed rate terms from the appropriate source in order to pursue this Strategy. (To complete Tranche 1, this would require total borrowing of up to £37.45 million (£35 million plus acquisition costs of 7%)).

(NOTE: in accordance with Council Procedure Rule 19(6) 'Right to Require Individual Vote to be Recorded': Cllr D K A Sellis asked that her vote against this matter be formally recorded).

## **CM 46**

### **2017/18 TREASURY MANAGEMENT STRATEGY**

The Council considered a report that sought approval of a revised Treasury Management Strategy and Investment Strategy together with their associated prudential indicators. The report stressed that good financial management and administration underpinned the entire strategy.

In her introduction, the Section 151 Officer informed that, as a procedural matter, this report had been presented to reflect the knock-on implications of the decisions made earlier at this meeting.

In discussion, a Member felt that the Council's approach to borrowing should be looked at holistically and, in light of a request, it was agreed that a tabulation of all borrowings would be circulated to all Members.

It was then moved by Cllr C Edmonds and seconded by Cllr P R Sanders and declared **CARRIED** and **RESOLVED** that:

1. the prudential indicators and limits for 2017/18 to 2019/20 contained within Appendix A of the presented agenda report be approved;
2. the Minimum Revenue Provision (MRP) Statement contained within Appendix A of the presented agenda report which sets out the Council's policy on MRP be approved;
3. the revised Treasury Management Strategy for 2017/18 and the treasury prudential indicators 2017/18 to 2019/20 contained within Appendix B of the presented agenda report be approved; and
4. the Investment Strategy 2017//18 (as outlined in Appendix C of the presented agenda report) and the detailed criteria (as included in Appendix D of the presented agenda report) be approved.

#### **CM 47**

#### **COMMUNITY GOVERNANCE REVIEW – INITIAL SUBMISSIONS**

The Council considered a report that presented the recommendations of the Political Structures Working Group on the initial submissions received on the Community Governance Review into a proposal to increase the membership of Okehampton Hamlets Parish Council from 8 to 10 members.

It was then moved by Cllr J R McInnes and seconded by Cllr P R Sanders and declared **CARRIED** and **"RESOLVED** that:

1. the main points arising from the initial submissions (as outlined at paragraph 2.6 of the presented agenda report) be noted;

In light of the initial submissions received:-

2. an additional consultation stage be built into the Review timetable to provide an opportunity for those who have made initial representations to produce definitive proposal(s) for potential changes to the Okehampton Town-Okehampton Hamlets Parish Boundary before Friday, 2 February 2018; and
3. the Terms of Reference for this Review be updated in line with Appendix B of the presented agenda report.

(NOTE: in accordance with Council Procedure Rule 19(6) 'Right to Require Individual Vote to be Recorded': Cllr J Yelland asked that her vote to abstain on this matter be formally recorded).

#### **CM 48**

#### **REGULATION OF INVESTIGATORY POWERS ACT 2000 (RIPA) POLICY AND UPDATE**

The Council considered a report that sought to:-

- review the Council's RIPA Policy and approve guidance on Social Networking Sites in investigations;
- update Members on the use of RIPA;

- report on the role of the Office of Surveillance Commissioners; and
- report on training for Officers.

With no debate ensuing, it was then moved by Cllr C Edmonds and seconded by Cllr R F D Sampson and declared **CARRIED** and **RESOLVED** that the guidance on Social Networking Sites in investigations (as outlined at Appendix B of the presented agenda report) be approved and included in the Council's RIPA Policy."

(The Meeting terminated at 7.55 pm)

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**Mayor**