

**MINUTES OF THE ANNUAL MEETING OF THE SOUTH HAMS DISTRICT
COUNCIL HELD AT FOLLATON HOUSE, TOTNES ON THURSDAY 19 MAY 2016**

MEMBERS

* Cllr I Bramble – Chairman

* Cllr P C Smerdon – Vice-Chairman

* Cllr K J Baldry	* Cllr T R Holway
* Cllr H D Bastone	* Cllr D Horsburgh
* Cllr J I G Blackler	∅ Cllr D W May
* Cllr J Brazil	* Cllr J A Pearce
∅ Cllr D Brown	* Cllr J T Pennington
* Cllr B F Cane	* Cllr K Pringle
* Cllr P K Cuthbert	∅ Cllr R Rowe
* Cllr R J Foss	* Cllr M F Saltern
* Cllr R D Gilbert	* Cllr R C Steer
* Cllr J P Green	* Cllr R J Tucker
* Cllr J D Hawkins	* Cllr R J Vint
* Cllr M J Hicks	* Cllr L A H Ward
* Cllr P W Hitchins	* Cllr K R H Wingate
* Cllr N A Hopwood	* Cllr S A E Wright
* Cllr J M Hodgson	

* Denotes attendance

∅ Denotes apology for absence

Officers in attendance and participating:

For all items: Head of Paid Service, Executive Director (Service Delivery and Commercial Development), Monitoring Officer, Senior Specialist – Democratic Services and Senior Specialist – Environmental Health and Licensing

01/16 ELECTION OF THE CHAIRMAN OF COUNCIL

RESOLVED

That Cllr P C Smerdon be elected Chairman of the Council for the period expiring on the date of the Annual Meeting of the Council in 2017.

Cllr Smerdon subsequently declared and signed his acceptance of office.

02/16 ADDRESS BY THE NEW CHAIRMAN OF COUNCIL

In addressing the Council, Cllr Smerdon expressed his honour at being elected as Chairman of the Council and wished to thank his fellow Members for their vote of confidence. In particular, he proceeded to pay a personal tribute to the Leader of Council, who he felt provided outstanding commitment and vision to the Council.

In his address, Cllr Smerdon also made specific reference to:-

- his belief that the Council was in a strong position due to sound financial management and forward thinking. As a result, the Chairman felt that the Council could move forward confidently and continue to deliver good service to its residents;
- the major work areas for the upcoming year. The Chairman made the point that the year ahead would be another busy one for the Council and drew particular attention to: Our Plan; the Local Authority Controlled Company proposals; the Devolution Bid and the Health and Wellbeing agenda;
- his personal commitment to help villages provide rural housing across the South Hams. Furthermore, it was his intention for a rural theme to run throughout his year of office. For example, his Civic Service would coincide with the Harvest Festival during early October 2016;
- the excellent support he received from his wife; and
- his chosen charity for the year being South Brent Caring.

03/16

VOTE OF THANKS TO RETIRING CHAIRMAN

RESOLVED

That the thanks of the Council be extended to Cllr Bramble for the manner in which he performed his duties during his term of office as Chairman of the Council.

04/16

RESPONSE OF THE RETIRING CHAIRMAN

Cllr Bramble addressed the Council and highlighted what an enjoyable year in office it had been. In so doing, particular reference was made to:-

- his honour and privilege at being elected the Chairman of South Hams District Council. Having attended a number of official engagements, it was his impression that the Council was generally held in high esteem;
- the support of fellow Members during his year of office;
- the work undertaken by officers, for whom he wished to personally thank, applaud and pay tribute; and
- just over £1,500 having been raised for his chosen charity: Devon Air Ambulance.

05/16

APPOINTMENT OF VICE CHAIRMAN OF COUNCIL

RESOLVED

That Cllr P K Cuthbert be appointed Vice Chairman of the Council for the period expiring on the date of the Annual Meeting of the Council in 2017.

Cllr Cuthbert subsequently declared and signed her acceptance of office.

06/16 **MINUTES**

The minutes of the meetings of Council held on 11 February 2016, 25 February 2016 and 7 April 2016 were each confirmed as a correct record and signed by the Chairman.

07/16 **REPRESENTATION ON POLITICAL GROUPS**

The Chairman advised Members that a review of the representation of the political groups on the Council's Bodies had been carried out in consultation with the Leaders of the two Political Groups.

It was then:

RESOLVED

1. That it be noted that the Political Composition of the Council is as follows:-
 - A Conservative Group of 25 Members; and
 - An Opposition Group of 6 Members.
2. That the overall political balance of Council Bodies, as reflected in the paper tabled to the meeting, be approved.

08/16 **APPOINTMENT OF MEMBERS OF THE BODIES OF THE COUNCIL**

The Council subsequently received nominations from the Group Leaders for the membership of the Bodies of the Council.

It was then:

RESOLVED

That, for the 2016/17 Municipal Year, Members be appointed to the Bodies of the Council as set out in Appendix A to these minutes.

09/16 **ELECTION OF CHAIRMEN AND VICE CHAIRMEN OF THE BODIES OF THE COUNCIL**

The Council received nominations from its Group Leaders for the positions of Chairmen and Vice Chairmen of the Bodies of the Council.

Two nominations (Cllrs K J Baldry and M F Saltern) had been received to the position of Chairman of the Overview and Scrutiny Panel.

When put to the vote, it was declared **CARRIED** that Cllr M F Saltern be appointed to the role of Overview and Scrutiny Panel Chairman.

It was then:

RESOLVED

That the Chairmen and Vice Chairmen of the Bodies of the Council for the 2016 / 2017 Municipal Year be as indicated below:-

Body	Chairman	Vice Chairman
Audit Committee	Cllr K R H Wingate	Cllr J T Pennington
Development Management Committee	Cllr R C Steer	Cllr R J Foss
Licensing Committee	Cllr D W May	Cllr T R Holway
Overview and Scrutiny Panel	Cllr M F Saltern	Cllr K R H Wingate
Salcombe Harbour Board	Cllr J Brazil	Co-opted Member

10/16

APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES

A report was considered which set out details of those Outside Bodies to which the Council appointed representatives and included a list of nominations for representation on these Outside Bodies.

In discussion, particular reference was made to the Devon and Cornwall Housing (DCH) Community Interest Company (CIC). As an update, the Head of Paid Service advised that he had met recently with Mr Paul Crawford (DCH Chief Executive) following the organisation's governance review. In terms of working with the Council, Mr Crawford had confirmed that DCH would continue to both invest in affordable housing provision in the South Hams and fund Disabled Facilities Grants. As an indicator, DCH it was noted that DCH would be investing over £50 million in the next five years to deliver in excess of 350 affordable homes of various tenures in the South Hams.

In addition, Mr Crawford would continue to report annually to the Overview and Scrutiny Panel and would meet with the Head of Paid Service on a quarterly basis. In welcoming this dialogue, a Member also hoped that similar discussions would take place between the Council and other registered social housing providers.

To partly offset the loss of Member representation on the CIC, it was noted that the Council was still negotiating with DCH to ensure it received additional monies to support Disabled Facilities Grant requests in the South Hams.

Three nominations (Cllrs D Brown, J P Green and N A Hopwood) had been received for the two positions on the South Devon AONB Partnership Committee.

In line with the Council Constitution, it was necessary for these vacancies to be filled by virtue of a ballot. Upon completion of the ballot, it was subsequently declared **CARRIED** that Cllrs D Brown and N A Hopwood be appointed to serve on the South Devon AONB Partnership Committee.

It was then:

RESOLVED

1. That the Council should be represented on the list of Outside Bodies as presented to the meeting;
2. That the Members named in Appendix B to these minutes be appointed as the Council's representatives to those Bodies for the 2016/17 Municipal Year, and that for the purposes of Members' Allowances, attendance at meetings of these bodies be regarded as an approved duty;
3. That Members appointed to Outside Bodies provide regular feedback and consultation on the issues affecting the Bodies concerned.

11/16

APPOINTMENT OF OTHER GROUPS

Members proceeded to confirm the appointment for the 2016/2017 Municipal Year of the:-

- (a) Beach Management Working Group;
- (b) Council Tax Setting Panel;
- (c) Devon Building Control Partnership;
- (d) Discretionary Business Rate Relief Decision Panel;
- (e) Joint SH/WD Economic Development Working Group
- (f) Joint SH/WD Leisure Board;
- (g) Joint SH/WD/Plymouth Local Plan Steering Group;
- (h) Political Structures Working Group;
- (i) Public Spaces Working Group;
- (j) Slapton Line Steering Group;
- (k) Strategic Planning Working Group;
- (l) Youth Engagement Working Group.

Council then considered the appointments to the above bodies.

RESOLVED

That the appointment of the Other Groups of the Council for the 2016/2017 Municipal Year be approved, as shown in Appendix C to these minutes.

12/16

URGENT BUSINESS

The Chairman informed that he had agreed for one urgent item to be raised at this meeting that related to an update being provided on the ongoing fire at Cockwells Nursery, Harberton. The Chairman confirmed that it was his intention for this update to be given immediately.

(a) Update on the Ongoing Fire at Cockwells Nursery, Harberton

The Senior Specialist (Environmental Health and Licensing) read the following statement:

'The out of hours Environmental Health Officer received a call on Monday 16 May to inform the Council of a large scale waste wood fire at Cockwells Nursery, Harberton. The call from the fire brigade was asking for Public Health advice in regards to the smoke from the fire, as the intention of the fire officer on site was to allow the fire to burn out on its own accord.

Advice was provided to the fire officer advising that they should inform nearby residents to keep doors and windows closed, and the plan of leaving the fire to burn out was agreed. This was due to the close proximity of a number of watercourses which could be impacted by fire water, and the fact the smoke was going straight up and having limited impact.

The Council did send a crew of 4 chainsaw operatives down to aid with creating a fire break on Monday afternoon, as there was some concern that the fire may spread into a belt of adjoining trees.

The fire brigade have been in attendance at all times since the fire started, monitoring the spread and trying to minimise the length of burn, however the waste area originally was approximately the same size as a football pitch but has now reduced to about a fifth of the size. The area remaining is very deep (about 15 foot) and consists of various pieces of wood including treated wood. It is giving off a large smoke plume that at times has drifted across the B road between Avonwick and Totnes. The fire brigade has been in touch with Highways regarding the road and it is currently still open.

There are traffic lights in place and they have a hose across the road from a hydrant. The quantity of Smoke across the road is being monitored.

In consultation with the Environment Agency yesterday and following ongoing concerns over the amount of smoke, it was agreed to actively tackle the fire using water on the remaining wood pile.

The fire is likely to continue to burn for a few more days so the continuing advice to any complainants is to keep windows and doors closed if the smoke is blowing in their direction. We have asked if this advice can be given out as part of any Radio Devon traffic announcement.'

In the subsequent discussion, it was confirmed that this statement would also be published on the Council website later today and officers were thanked for their work in this regard and for keeping Members regularly updated.

13/16 **DECLARATIONS OF INTEREST**

Members were invited to declare any interests in the items of business to be considered during the course of the meeting and these were recorded as follows:-

Having sought the advice of the Monitoring Officer, Cllrs J D Hawkins and R J Vint both declared a Personal Interest in Item 19(c): 'Notice of Motions' (Minute 16/16(c) below refers) by virtue of being Members of the Devon County Council Development Management Committee. In declaring these interests, both Members confirmed that they would abstain from taking part in the discussion and the subsequent vote on this motion.

14/16 **CHAIRMAN'S ANNOUNCEMENTS**

The previous Chairman wished to make specific reference to his attendance at a visit to the Dartmoor Search and Rescue Team. During this visit, the level of commitment and dedication of the Team were in evidence and were considered to be absolutely extraordinary.

15/16 **QUESTIONS**

It was noted that five questions had been received in accordance with Council Procedure Rule 8.

From Cllr Baldry to Cllr Tucker, Leader of the Council

(a) *'For the 2017 Overview and Scrutiny Panel Budget meeting, will the Constitution of the Council be changed in order that all Members may play a part, including full voting?'*

In reply, Cllr Tucker advised that he saw no reason to change the Constitution of the Council at this time. Currently, all Members of the Council had the ability to take part at the Panel Budget meeting. In addition, all Members had a vote at the full Council meeting when the Budget was ultimately approved.

In asking a supplementary question, Cllr Baldry was of the view that there was a democratic deficit in the current decision-making process and urged a re-think. In response, the Leader informed that he would ensure that this matter is considered by the Political Structures Working Group.

From Cllr Baldry to Cllr Wright, lead Executive Member for Support Services

(b) *'As you know, the Government has set all public sector employers an annual target of apprentices making 2.3% of the workforce. What percentage of SHDC employees are apprentices?'*

In response, Cllr Wright informed that:

- the proposed 2.3% (from April 2017) would, based upon the current head count of Council staff, result in the need for 9 apprentices to be employed by the Council;
- the Council currently employed 3 apprentices. However, subject to Council approval, it was hoped that an additional 13 apprentices would be taken on before the end of 2016. In the future, Cllr Wright hoped that the number of employed apprentices would be maintained at this level and work was ongoing with local schools and colleges in an attempt to build up relationships. In support of this point, Cllr Wright presented some photographs that illustrated how the Council had recently been represented at a careers event at Exeter University.

From Cllr Baldry to Cllr Wright, lead Executive Member for Support Services

(c) *'Publicity issued by SHDC, other local authorities and the government traditionally quotes Band D properties as 'the Average'. The use of the term 'average' is statistically questionable in this context. Across the District, what is the percentage of residential Council Tax paying properties in each Council Tax band?'*

In response, Cllr Wright advised that the Band D definition was recognised as being the 'average' in line with the criteria set out in the Local Government Finance Act 1992.

In replying to a supplementary question, Cllr Wright stated that any wish to change this definition would require the lobbying of central government.

From Cllr Hodgson to Cllr Tucker, Leader of the Council

(d) *"When will the public along with Town and Parish Councils be consulted on the Devolution Bid that has now been submitted to the Secretary of State for Local Communities? Can the Leader assure us that this will be a comprehensive consultation where all elements of the bid will be open to comment and input from the public and with widespread promotion to ensure full public awareness and engagement in the process?"*

In light of there being no requirement to formally consult on the Devolution Bid at this time, Cllr Tucker responded that there were no plans at this time to follow this course of action. This view was expressed in light of it being considered very difficult to consult until it was known what was being proposed by Central Government. However, the Council would release relevant information to the Bid on its website and via social media as and when it became available.

In response to a supplementary question, Cllr Tucker stated that, in light of the time delay, he did not see any merit in responding to the Parliamentary Committee with regard to its views expressed on 25 January 2016.

From Cllr Hodgson to Cllr Tucker, Leader of the Council

- (e) *“Further to my question asked at full Council on 8 October 2015 and again on 10 December 2015, please can the Leader update us on the situation with regard to the Syrian refugee resettlement programme that I understand this Council is supporting? With the further commitment of the UK Government to take 3,000 unaccompanied children and the recent atrocities of bombing refugee camps and hospitals within Syria, this humanitarian crisis and the role of local authorities has now become even more urgent.*

Please can the Leader confirm that this Council is committed to playing its part in welcoming, supporting and accommodating its fair share of refugees including unaccompanied children; will he write to the Prime Minister to assure him that South Hams District Council stands ready and willing to help at this time of crisis?”

Cllr Tucker replied that the Council remained committed to taking refugees and was still working with Devon County Council in this respect. The Council remained committed and a report was due to be considered by the Executive at its meeting on 16 June 2016. This report would ultimately seek Council approval to participate in the national Syrian Vulnerable Persons Relocation Scheme.

With regard to the 3,000 unaccompanied children, it was the responsibility of Devon County Council (who were responsible for Children’s Services and Education) and the district council would not get consulted in this regard.

In his supplementary question, Cllr Tucker reinforced the point that the Council’s approach to the resettlement programme was undertaken in partnership with the county council.

NOTICE OF MOTIONS

It was noted that five motions had been received in accordance with Council Procedure Rule 10.1.

(a) By Cllrs Tucker and Brazil

“This Council is very concerned with some of the consequences of the Housing Bill. We may find ourselves unable to address our local housing needs and welcome some of the amendments proposed by the Lords, in particular those in respect of ‘Starter Homes’. We call upon local MPs to lobby Government Ministers and, as a last resort, vote against Government legislation that will prevent planning authorities doing what’s best for our local communities.”

In light of emerging information that had become apparent since this motion had been submitted, the proposer and seconder confirmed that it was their wish to formally withdraw it from being considered at this meeting.

(b) By Cllrs Green and Hodgson

“This Council notes the suffering forced upon local residents as a result of this government’s cuts programme and asserts that there is an alternative to its ideologically driven attack on public services, namely the levy of a financial transaction tax on the speculative activities that have accelerated the recent enrichment of the few to the detriment of the many. The Council therefore calls upon the Government to enact a financial transaction tax (Robin Hood Tax) and use the revenues from this measure to reverse ongoing shrinkage in central grants to our Council. In doing so, we would be combatting austerity both within our authority and beyond joining 70 other councils, including Edinburgh, Cardiff, Islington, Manchester and Sheffield.”

In introducing this motion, the proposer made reference to:-

- the potential for this tax to raise in the region of £20 billion per year;
- this proposal having the support of a number of local authorities; and
- the motion seeking approval to write a letter to central government outlining our support for these proposals.

During the ensuing debate, some Members highlighted the widespread support amongst world leaders and the UK population for these proposals.

When put to the vote, the motion was declared **LOST**.

(c) By Cllrs Hodgson and Green

“This Council develops a policy opposing the use of the process known as ‘Fracking’ in South Hams to obtain fossil fuels. ‘Fracking’ is a dangerous exploitive process that brings a low rate of return of energy, can create mini earthquakes and can pollute drinking water supplies.”

The proposer introduced the motion and informed that it reflected local concerns over fracking and the consequent need to develop a policy.

In discussion, there was a brief debate on the suitability of fracking in the South Hams and whether or not the geology of the district lent itself to shale gas.

When put to the vote, the motion was declared **LOST**.

(d) By Cllrs Hodgson and Green

“This Council bans the use of Glyphosphate herbicide as a dangerous pollutant on council land. Glyphosphate is now listed by the World Health Organisation as a probably carcinogen and is dangerous to wildlife and drinking water supplies. It is banned in Denmark, Holland, Paris and Sri Lanka. France, Brazil and El Salvador are also currently considering full bans.”

In introducing her motion, the proposer made particular reference to:-

- her realising that the correct spelling of the herbicide was in fact ‘glyphosate’;
- scientific evidence indicating that glyphosate probably caused cancer. In addition, the proposer wished to highlight that this herbicide was found in water and air where it had been sprayed;
- the motion being brought in light of concerns being raised with the proposer by residents who lived in Totnes, Dartington and Staverton;
- the view that a decision to ban the use of glyphosate on Council owned land would set a good example and that there were alternative options in existence that should be used instead;

In discussion, reference was made to:-

- (a) the need for Members to listen and adhere to international guidance in this respect;
- (b) particular concerns being raised in relation to the potential health implications for young people who were exposed to glyphosate which was being used on play areas.

When put to the vote, the motion was declared **LOST**.

(e) By Cllrs Hodgson and Baldry

“This Council will not permit the culling of badgers on Council owned land, it will instead permit the Bovine TB vaccination programme to be carried out on badgers. The Badger cull is barbaric and dangerous for humans and wildlife within the (two mile) shooting range and interferes with wildlife and natural habitats. The vaccination programme is safe, cheaper and more reliable to avoid any spread of Bovine TB.”

The proposer introduced her motion and made reference to:-

- a ban on Council owned land would set a good example and illustrate that there were alternative means of vaccination;
- the cost of every Bovine TB outbreak costing in the region of £34,000;
- the offers made by George Eustace MP to help Bovine TB from spreading should be taken up.

In support of the motion, other Members made the following points:-

- (a) the average cost of the vaccination programme being only £30 per badger. In addition, vaccination was considered to be a far more effective and efficient method than simply culling badgers;
- (b) the cull being supported by less than one-third of the UK population.

When put to the vote, the motion was declared **LOST**.

17/16

COMMUNITY GOVERNANCE REVIEW

A report was considered that provided an update on the current Community Governance Review to transfer the area to the East of Ivybridge (recently added to create the new Ivybridge East Ward) from Ugborough Parish to the Ivybridge Parish. The report also sought approval to progress the Review to the next consultation phase.

In discussion, the following points were raised:-

- (a) Some Members stressed the importance of Ugborough Parish Council responding during the next consultation phase;
- (b) In highlighting the precepting implications for those affected residents, a Member was unsupportive of the Review proceeding to the next stage. In reply, other Members felt that the process underpinning the Review should be allowed to run its course;
- (c) A local Member made reference to the extent of the future development planned in the affected area and the fact that these sites would be reliant upon Ivybridge based services.

It was then:

RESOLVED

1. That the main points arising from the initial submissions (paragraph 3.2 of the presented agenda report refers) be noted;

2. That the draft proposal to transfer the area to the East of Ivybridge (recently added to create the new Ivybridge East Ward) from Ugborough Parish to the Ivybridge Parish be published for further consultation;
3. That the impact of any future Section 106 contributions should be considered in relation to any boundary change, whilst bearing in mind the Section 122 Community Infrastructure Levy regulations; and
4. That, in the event of any boundary change being approved, the procedure for determining applications made to the Community Re-Investment Fund be amended to ensure that, for relevant applications, the local Ward Member for Ermington and Ugborough also be included as a consultee alongside the local ward Members for Ivybridge (East) and Ivybridge (West).

18/16

CALENDAR OF MEETINGS 2016/17

The Council considered a report that sought Member approval of the Calendar of Meetings for the 2016/17 Municipal Year.

In discussion, reference was made to:-

- (a) the complexities of drafting the Calendar of Meetings. Members recognised the difficulties associated with setting the Calendar and wished to pay tribute to the lead officer;
- (b) meetings held during August. Some Members reiterated their previously raised concerns that the Calendar was proposing meetings during the month of August. In particular, these Members were unhappy at the proposed Development Management Committee meeting on 3 August 2016;
- (c) some minor amendments to the draft Calendar. In proposing its adoption, the following amendments were included:
 - o That an additional Overview and Scrutiny Panel meeting be added to the Calendar to be held on Wednesday, 29 June 2016; and
 - o That the Annual Council meeting in 2017 be brought forward by a week to 11 May 2017.

It was then:

RESOLVED

That the Calendar of Meetings for the 2016/17 Municipal Year be adopted (as per Appendix D to these minutes).

19/16

SALCOMBE HARBOUR BOARD – APPOINTMENT OF CO-OPTED BOARD MEMBERS

A report was considered that sought approval of the appointment of Co-opted Members to the Salcombe Harbour Board, following the recommendations of the Independent Panel.

In presenting the report, the Harbour Board Chairman emphasised the strength of the applications received.

It was then:

RESOLVED

That with immediate effect:-

1. Mr Hugh Marriage, Dr Kit Harling CBE and Mr Mark Long be appointed to the Salcombe Harbour Board as Co-opted Members for the period to the date of the Annual Council in May 2019; and
2. the appointments process in respect of Co-opted Members be amended as outlined in paragraph 3.5 of the presented agenda report.

20/16

REPORTS OF BODIES**RESOLVED**

That the minutes and recommendations of the undermentioned bodies be received and approved subject to any amendments listed below:-

- | | | |
|-----|----------------------------------|------------------|
| (a) | Development Management Committee | 17 February 2016 |
| (b) | Overview and Scrutiny Panel | 25 February 2016 |
| (c) | Council Tax Setting Panel | 25 February 2016 |
| (d) | Salcombe Harbour Board | 29 February 2016 |
| (e) | Executive | 10 March 2016 |

E.71/15: Treasury Management and Annual Investment Strategy for 2016/17**RESOLVED**

1. That the prudential indicators and limits for 2016/17 to 2018/19 (as contained within Appendix A of the presented agenda report to the Executive) be approved;

2. That the Treasury Management Strategy 2016/17 and the treasury prudential indicators 2016/17 to 2018/19 (as contained within Appendix B of the presented agenda report to the Executive) be approved; and
3. That the Investment Strategy 2016/17 (Appendix C of the presented agenda report to the Executive refers) and the detailed criteria included in Appendix D of the presented agenda report to the Executive be approved.

E.75/15: Implementation of the Devon Districts Procurement Strategy

RESOLVED

That the Devon Districts Procurement Strategy 2015-18 be formally adopted, with its contents implemented.

E.76/15: Corporate Debt Recovery Policy

RESOLVED

That the Joint Corporate Debt Recovery Policy be adopted.

E.78/15: The Future of the Devon Authorities Waste Reduction and Recycling Committee (DAWRRC)

RESOLVED

1. That the proposal to wind up the Devon Authorities Waste Reduction and Recycling Committee be supported;
2. That the establishment of the joint Devon Authorities Strategic Waste Committee be agreed on the draft terms of reference set out in the Operating Rules (as attached at Appendix 1 of the presented agenda report) and that any significant changes to the terms of reference be brought back to Council for further approval;
3. That agreement be given to any minor changes considered necessary to the terms as highlighted being delegated to the Lead Specialist Waste Strategy (Strategy and Commissioning) in consultation with the lead Executive Member for Commercial Services.

E.79/15: Communications Protocols and Policies

RESOLVED

1. That the joint Communications and Social Media Policies (as attached at Appendix A of the presented agenda report) be adopted; and

2. That the protocols in the revised Communications protocol 2016 be acknowledged and adopted.

- (f) Development Management Committee 16 March 2016
- (g) Audit Committee 24 March 2016

A.36/15: Review of the Council's Constitution

In response to a request, it was agreed that all Members would be sent a copy of the draft Constitution that outlined (via track changes) the recommended amendments.

RESOLVED

1. That the amendments to the Council Constitution be approved (as summarised in paragraph 2 of the presented agenda report and fully outlined on the Council website) and that the revised Constitution be adopted at the Annual Meeting in May 2016; and
2. That the need for an imminent review into both the Contract and Financial Procedure Rules be acknowledged.

Upon the conclusion of the presentation of these minutes, the Chairman (on behalf of the Council) wished to thank Cllr Pennington for all of his hard work and efforts during his time as Chairman of the Audit Committee.

- (h) Overview and Scrutiny Panel 7 April 2016
- (i) Executive 7 April 2016

E.83/15: Dartmouth Park and Ride Site – Out Of Season Arrangements

RESOLVED

That approval be given to the elimination of parking charges at Dartmouth Park and Ride site during the closed season.

E.84/15: Amendment to the Air Quality Management Area for Totnes

RESOLVED

1. That, having considered the two options, the Air Quality Management Area Order made by the Council on 28 May 2009 be amended to reflect preferred Option One (paragraph 4 of the presented agenda report refers); and

2. That the Air Quality Action Plan for Ivybridge be reviewed and a Briefing Note be produced dealing all Air Quality Management Areas and Air Quality Action Plans and any associated costs in revisiting them.

(j) Development Management Committee 7 April 2016

DM.70/15: Review of Planning Scheme of Delegation

RESOLVED

1. That the revised Planning Scheme of Delegation (as outlined at Appendix A of the presented agenda report) be adopted; and
2. That authority to make any minor amendments prior to adoption be delegated to the Community Of Practice Lead Specialist Development Management, in consultation with the Chairman of the Development Management Committee.

(k) Overview and Scrutiny Panel 21 April 2016

(Meeting commenced at 2.00 pm and concluded at 4.10 pm)

Chairman

Membership of Council Bodies 2016/17**Appendix A****A. Audit Committee**

Cllr I Bramble
 Cllr J Brazil
 Cllr J A Pearce
 Cllr J T Pennington
 Cllr K R H Wingate

B. Development Management Committee

Cllr I Bramble
 Cllr J Brazil
 Cllr B F Cane
 Cllr P K Cuthbert
 Cllr R J Foss
 Cllr P W Hitchins
 Cllr J M Hodgson
 Cllr T R Holway
 Cllr J A Pearce
 Cllr R Rowe
 Cllr R C Steer
 Cllr R J Vint

C. Executive

Cllr H D Bastone
 Cllr R D Gilbert
 Cllr M J Hicks
 Cllr R J Tucker
 Cllr L A H Ward
 Cllr S A E Wright

D. Licensing Committee

Cllr K J Baldry
 Cllr J I G Blackler
 Cllr D Brown
 Cllr B F Cane
 Cllr P K Cuthbert
 Cllr R J Foss
 Cllr P W Hitchins
 Cllr T R Holway
 Cllr D Hopwood
 Cllr D W May
 Cllr K Pringle
 Cllr R Rowe

E. Overview and Scrutiny Panel

Cllr K J Baldry
 Cllr J I G Blackler
 Cllr D Brown
 Cllr J P Green
 Cllr J D Hawkins
 Cllr N A Hopwood
 Cllr D Horsburgh
 Cllr D W May
 Cllr J T Pennington
 Cllr K Pringle
 Cllr M F Saltern
 Cllr P C Smerdon
 Cllr K R H Wingate

Representation on Outside Bodies 2016 / 2017**Appendix B**

	ORGANISATION	Nominee(s)
1.	Avon Estuary Forum	Cllr L A H Ward
2.	Dartmoor National Park Authority	Cllr P W Hitchins
3.	Dartmoor National Park Forum	Cllr P C Smerdon
4.	Devon Authorities Strategic Waste Committee	Cllr R D Gilbert (Substitute: Cllr N A Hopwood)
5.	Devon County/South Hams Highways and Traffic Orders Committee	Cllrs D Horsburgh and J T Pennington
6.	Devon Districts Forum have made the following appointment:- The Investment and Pension Fund Committee -	Cllr M J Hicks (in substitute capacity)
7.	Devon Economic Partnership	Cllr M J Hicks
8.	Governance Board (South Devon Healthcare NHS Foundation Trust)	Cllr S A E Wright
9.	Greater Dartmoor Local Enterprise Action Fund	Cllr P W Hitchins
10.	Hope Harbour	Cllr S A E Wright
11.	iESE Transformation Limited	Cllr M J Hicks
12.	Joint Advisory Committee (JAC) on Housing for Local Needs in the Dartmoor National Park	Cllrs J I G Blackler and J Brazil
13.	Langage Local Liaison Committee	Cllrs J I G Blackler and D Brown
14.	Local Government Association:- (i) General Assembly - Cllr L A H Ward (ii) South West Branch – Leader (iii) Rural Commission - Leader or Deputy Leader (iv) LGA Committee, Panel, etc appointments (NB: These appointments are made via an Electoral College process through the LGA. Council has been given delegated authority to the Monitoring Officer, in consultation with the Leaders of the political groups, to agree any such appointments).	
15.	PATROL – Parking and Traffic Regulations Outside London	Cllr K J Baldry
16.	Plymouth and Peninsula City Deal	Leader of Council

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|-----|---|---|
| 17. | Police & Crime Commissioners Scrutiny Panel | Cllr M F Saltern |
| 18. | River Yealm Harbour Authority | Cllr T R Holway |
| 19. | Salcombe-Kingsbridge Estuary Conservation Forum | Cllr S A E Wright and Chairman of Salcombe Harbour Board (or nominee) |
| 20. | South Devon AONB Partnership Committee | Cllrs D Brown and N A Hopwood |
| 21. | South Devon Coastal Local Action Group | Cllr M J Hicks |
| 22. | South Devon and Dartmoor Community Safety Partnership | Cllr S A E Wright |
| 23. | South Hams Citizens' Advice Bureau | Cllr L A H Ward |
| 24. | South Hams Community and Voluntary Services - Executive Committee | Cllrs K Pringle and P C Smerdon |
| 25. | South West Councils | Cllr R J Tucker |
| 26. | SPARSE Rural and Rural Services Network | Cllr M J Hicks |
| 27. | Tamar Estuary Consultative Forum | Cllr P W Hitchins |
| 28. | Totnes and District Swimming Pool Association | Cllrs P C Smerdon and R J Vint |
| 29. | Yealm Estuary Forum | Cllr K J Baldry |

Appointment of Other Groups 2016/2017**Appendix C**

- (a) **Beach Management Working Group**
 Cllr D Brown
 Cllr R J Foss
 Cllr K R H Wingate
 Cllr S A E Wright
- (b) **Council Tax Setting Panel**
 Chairman of Council
 Leader of Council
 Chairman of Overview and Scrutiny Panel
 Leader of the Opposition
- (c) **Devon Building Control Partnership**
 Cllr H D Bastone
 Cllr M J Hicks
- (d) **Discretionary Business Rate Relief Decision Panel**
 Chairman of the Overview and Scrutiny Panel
 Lead Executive Member for Business Development
 Leader of Council
- Substitute Member:
 Deputy Leader of Council
- (e) **Joint SH/WD Economic Development Working Group**
 Cllr N A Hopwood
 Cllr L A H Ward
 Cllr K R H Wingate
- (f) **Joint SH/WD Leisure Board**
 Cllr H D Bastone
 Cllr M J Hicks
 Cllr L A H Ward
- (g) **Joint SH/WD/Plymouth Local Plan Steering Group**
 Cllr M J Hicks
 Cllr J A Pearce
- (h) **Political Structures Working Group**
 Cllr K J Baldry
 Cllr J P Green
 Cllr P W Hitchins
 Cllr D Horsburgh
 Cllr J T Pennington
 Cllr M F Saltern
 Cllr R J Tucker
 Cllr L A H Ward
- (i) **Public Spaces Working Group**
 Cllr R J Foss
 Cllr R C Steer
 Cllr R J Vint
 Cllr S A E Wright

- (j) Slapton Line Steering Group**
Cllr J Brazil
Cllr R J Foss
- (k) Strategic Planning Working Group**
Cllr M J Hicks
Cllr J M Hodgson
Cllr J A Pearce
Cllr J T Pennington
Cllr R C Steer
Cllr R J Vint
- (l) Youth Engagement Working Group**
Cllr D Brown
Cllr P K Cuthbert
Cllr J M Hodgson
Cllr L A H Ward

Calendar of Meetings 2016/17**Appendix D****May 2016**

03	Site Inspections
11	Development Management Committee
19	ANNUAL COUNCIL
31	Site Inspections

June 2016

02	Overview and Scrutiny
08	Development Management Committee
16	Executive
27	Site Inspections
29	Overview and Scrutiny
30	Audit Committee
30	Special Council

July 2016

06	Development Management Committee
11	Salcombe Harbour Annual Inspection
21	Executive
25	Site Inspections
28	Special Council (am)
28	Audit Committee (pm)

August 2016

03	Development Management Committee
04	Overview and Scrutiny Panel
30	Site Inspections

September 2016

07	Development Management Committee
15	Executive
19	Site Inspections
22	Audit Committee

- 26 Salcombe Harbour Board
- 28 Development Management Committee
- 29 Council

October 2016

- 06 Overview and Scrutiny Panel
- 13 Licensing Committee
- 17 Site Inspections
- 20 Executive
- 26 Development Management Committee

November 2016

- 03 Overview and Scrutiny Panel
- 14 Site Inspections
- 21 Salcombe Harbour Board
- 23 Development Management Committee
- 24 Overview and Scrutiny Panel

December 2016

- 01 Executive
- 15 Council

January 2017

- 09 Site Inspections
- 12 Audit Committee
- 18 Development Management Committee
- 19 Overview and Scrutiny Panel

February 2017

- 02 Executive
- 06 Site Inspections
- 09 Council
- 15 Development Management Committee
- 20 Salcombe Harbour Board
- 23 Overview and Scrutiny Panel

23 Council Tax Setting Panel

March 2017

- 06 Site Inspections**
- 09 Executive**
- 15 Development Management Committee**
- 23 Audit Committee**

April 2017

- 03 Site Inspections**
- 06 Overview and Scrutiny Panel**
- 12 Development Management Committee**
- 20 Executive**

May 2017

- 02 Site Inspections**
- 04 Overview and Scrutiny Panel**
- 10 Development Management Committee**
- 11 Annual Council**
- 31 Site Inspections**

June 2017

- 07 Development Management Committee**
- 26 Site Inspections**
- 29 Executive**
- 29 Audit Committee**

July 2017

- 04 Development Management Committee**
- 05 Overview and Scrutiny Panel**
- 10 Salcombe Harbour Board Annual Inspection**
- 20 Executive**
- 20 Audit Committee**
- 24 Site Inspections**
- 27 Overview and Scrutiny Panel**

August 2017

- 02 Development Management Committee**
- 21 Site Inspections**
- 30 Development Management Committee**

September 2017

- 07 Executive**
- 18 Site Inspections**
- 21 Council**
- 25 Salcombe Harbour Board**
- 27 Development Management Committee**