

At the Annual Meeting of the **WEST DEVON BOROUGH COUNCIL** held in the **COUNCIL CHAMBER, KILWORTHY PARK, TAVISTOCK** on **TUESDAY** the **27th** day of **JUNE 2023** at **2.30pm** pursuant to Notice given and Summons duly served.

Members in attendance

* Denotes attendance

∅ Denotes apology for absence

* Cllr L Daniel – The Mayor (In The Chair)

* Cllr K Ball	* Cllr T Leech
* Cllr A Blackman	* Cllr U Mann
* Cllr A Bridgewater	* Cllr J Moody
* Cllr M Calder	* Cllr C Mott
* Cllr M Casbolt	* Cllr R Oxborough
* Cllr R Cheadle	* Cllr M Renders
* Cllr A Cunningham	* Cllr I Saxby
* Cllr L Daniel	* Cllr D Sellis (Deputy Mayor)
* Cllr G Dexter	* Cllr T Southcott
* Cllr C Edmonds	* Cllr P Squire
* Cllr J Elliott	* Cllr P Vachon
* Cllr M Ewings	∅ Cllr N Viney
* Cllr S Guthrie	* Cllr S Wakeham
* Cllr A Johnson	* Cllr L Watts
* Cllr N Jory	* Cllr C West
* Cllr P Kimber	

Officers in attendance

Chief Executive; Section 151 Officer; Director of Strategy & Governance;
Director of Place & Enterprise; and Democratic Services Manager

CM 14/23 MAYOR'S INTRODUCTORY COMMENTS

During her introductions, the Mayor made particular reference to:

- her wish to welcome Cllrs Mann and West to their first Council meeting since their recent election on to the Borough Council; and
- the recent award gained by the Council's Senior Leadership Team. On behalf of the Council, the Mayor wished for their congratulations to be extended to the Council's Senior Leadership Team for recently winning the national 'MJ Senior Leadership Team of the Year in Local Government' award.

CM 15/23 APOLOGIES FOR ABSENCE

An apology for absence was received from Cllr N Viney.

CM 16/23 CONFIRMATION OF MINUTES

It was moved by Cllr Ewings, seconded by Cllr Renders and upon the motion being submitted to the Meeting was declared to be **CARRIED** and **“RESOLVED** that the Council agree the Minutes of the 30 May 2023 meeting”.

CM 17/23 DECLARATION OF INTEREST

The Mayor invited Members to declare any interests in the items of business to be considered during the course of the meeting, but there were none made.

CM 18/23 THE COUNCIL CONSTITUTION

The Council gave consideration to a report that presented the Council Constitution and the changes made to it by the Monitoring Officer under delegated powers. The changes were recorded in the Record of Changes set out in Appendix A of the presented report.

During debate, some concern was expressed over the removal of the Constitutional convention whereby all 31 Members of Council had to serve on one of either: the Hub Committee; the Overview & Scrutiny Committee; or the Audit & Governance Committee. A number of Members were of the view that it was important for all Members of the Council to have an active role on one of these Committees and an additional recommendation was **PROPOSED** and **SECONDED** as follows:

‘3. That the Constitution be updated to reinstate the convention whereby all 31 Members of the Council must serve on one of either: the Hub Committee; the Overview & Scrutiny Committee; or the Audit & Governance Committee.’

When put to the vote, this additional recommendation was declared **CARRIED**.

It was then proposed by Cllr Ewings, seconded by Cllr Renders and upon being submitted to the Meeting was declared to be **CARRIED** and **“RESOLVED** that:

1. the Constitution (as set out at: <https://westdevon.gov.uk/constitution>) be noted;
2. the changes made by the Monitoring Officer since the adoption of the Constitution and as set out in the Record of Changes (attached as Appendix A to the presented agenda report) be noted; and

3. the Constitution be updated to reinstate the convention whereby all 31 Members of the Council must serve on one of either: the Hub Committee; the Overview & Scrutiny Committee; or the Audit & Governance Committee.”

CM 19/23 BUSINESS BROUGHT FORWARD WITH THE CONSENT OF THE MAYOR

At the discretion of the Mayor, Cllr Ball was invited to address the meeting.

In so doing, Cllr Ball informed the meeting that Wednesday, 14 June 2023 had marked the 41 year anniversary of the Falklands War coming to an end. During the war, the nation had lost 4 Royal Navy ships; 2 ships run by the Army and one Civilian Ship, with 255 individuals tragically losing their lives.

Of these 255 deaths, 130 were naval personnel, with a further over 250 injured.

Cllr Ball proceeded to thank those who did their duty and wished to pay two special tributes:

1. For those who gave their lives or were injured; and
2. To Mr Mark ‘Mad Dog’ Murdoch, who had lived in Okehampton until his recent death.

In his concluding comments, Cllr Ball paid respect to all who had been involved in combat and emphasised that those who had lost their lives would be remembered.

CM 20/23 REPORT OF THE FORMATION OF POLITICAL GROUPS

Members noted the schedule of officially appointed political groups as follows:

- West Devon Alliance Group (comprising of 20 Members); and
- Conservative Group Members (comprising of 11 Members).

(NOTE: in light of the additional recommendation that was approved as part of the Council Constitution agenda item (CM 18/23 above refers), the Mayor briefly adjourned the meeting at 2.50pm to enable for some revisions to be put forward to the nominations lists for Council Committees. The meeting was then re-convened at 3.10pm).

CM 21/23 APPOINTMENT OF MEMBERS TO THE COMMITTEES OF THE COUNCIL

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

It was then proposed by Cllr M Ewings, seconded by Cllr M Renders and upon being submitted to the Meeting was declared to be **CARRIED** and **"RESOLVED** that, for the 2023/24 Municipal Year, Members be appointed to the Bodies of the Council as set out in Appendix A to these minutes.

CM 22/23 APPOINTMENT OF CHAIRMAN AND VICE-CHAIRMAN OF THOSE COMMITTEES 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 Ball and R Oxborough) had been received for the role of Vice-Chairman of the Audit & Governance Committee.

When put to the vote, it was declared **CARRIED** that Cllr R Oxborough be appointed to the role of Vice-Chairman of the Audit & Governance Committee.

It was then proposed by Cllr M Ewings, seconded by Cllr M Renders and upon being submitted to the Meeting was declared to be **CARRIED** and **"RESOLVED** that the remaining Chairmen and Vice Chairmen of the Bodies of the Council for the 2023/24 Municipal Year be as indicated below:-

Body	Chairman	Vice Chairman
Audit & Governance Committee	Cllr G Dexter	Cllr R Oxborough
Council Tax Setting Committee	Cllr L Daniel	
Development Management and Licensing Committee	Cllr R Cheadle	Cllr T Southcott
Overview and Scrutiny Committee	Cllr P Kimber	Cllr A Johnson
Regeneration and Investment Committee	Cllr C Edmonds	

CM 23/23 APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES

A paper was considered that 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.

Members proceeded to consider the appointments to each of these Bodies and it was then necessary for a vote to be undertaken for the two positions on the 'Dartmoor National Park Authority: Joint Advisory Committee on Housing' Outside Body for which three nominations had been received (Cllrs J Elliott, C Mott and M Renders).

In light of there being two positions available, the Mayor exercised her discretion to call for a recorded vote on these appointments, with the vote breakdown being as follows:

Cllr Elliott: 19 votes – Cllrs Bridgewater; Calder; Cheadle; Cunningham; Daniel; Dexter; Elliott; Ewings; Guthrie; Johnson; Leech; Mann; Moody; Oxborough; Renders; Saxby; Squire; Vachon and West;

Cllr Mott: 11 votes – Cllrs Ball; Blackman; Casbolt; Edmonds; Jory; Kimber; Mott; Sellis; Southcott; Wakeham and Watts;

Cllr Renders: 22 votes – Cllrs Bridgewater; Calder; Cheadle; Cunningham; Daniel; Dexter; Elliott; Ewings; Guthrie; Johnson; Leech; Mann; Moody; Mott; Oxborough; Renders; Saxby; Sellis; Southcott; Squire; Vachon and West;

Absent: 1 – Cllr Viney.

and it was therefore declared **CARRIED** that Cllrs J Elliott and M Renders be appointed to the two positions on the Dartmoor National Park Authority: Joint Advisory Committee on Housing.

Two nominations (Cllr P Kimber and N Viney) had been received for the position on the UNESCO Biosphere Reserve Partnership Outside Body.

When put to the vote, it was declared **CARRIED** that Cllr P Kimber be appointed to the position on the UNESCO Biosphere Reserve Partnership Outside Body.

It was then proposed by Cllr M Ewings, seconded by Cllr M Renders and upon being submitted to the Meeting was declared to be **CARRIED** and **”RESOLVED**

1. That the Council 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 2023/24 Municipal Year, and that, for the purposes of Members’ Allowances, attendance at meetings of these bodies be regarded as an approved duty; and
3. That Members appointed to Outside Bodies provide a written report following each meeting; regular feedback and consultation on the issues affecting the Bodies concerned.”

CM 24/23 APPOINTMENT OF GOVERNANCE BOARDS

Members proceeded to consider the appointment for the 2023/24 Municipal Year of the:-

- a) Devon Building Control Partnership;
- b) Discretionary Business Rates and Rate Relief Panel;
- c) Joint WD/SH/Plymouth Local Plan Steering Group;
- d) Tamar Valley AONB Partnership Committee; and
- e) Waste Working Group

Once the principle and size of these Boards and Panels had been determined by the Council, Members proceeded to consider the appointments to each of these Bodies.

It was then proposed by Cllr M Ewings, seconded by Cllr M Renders and upon being submitted to the Meeting was declared to be **CARRIED** and **"RESOLVED** that the appointment of the Governance Boards / Panels of the Council for the 2023/24 Municipal Year be approved, as shown in Appendix C to these minutes."

CM 25/23 APPOINTMENT OF HUB ADVISORY GROUPS

The Council gave consideration to the appointment for the 2023/24 Municipal Year of the Hub Advisory Groups as follows :-

- a) Built Environment
- b) Communications & Media
- c) Economy
- d) Housing
- e) Leisure & Wellbeing
- f) Natural Environment
- g) People & Community
- h) Resources

It was then proposed by Cllr M Ewings, seconded by Cllr M Renders and upon being submitted to the Meeting was declared to be **CARRIED** and **"RESOLVED** that:

1. the revised Hub Advisory Group Terms of Reference (as circulated to the Meeting) be adopted;
2. the appointment of the Hub Advisory Groups for the 2023/24 Municipal Year be approved, as shown in Appendix D to these minutes."

(The Meeting terminated at 3.15 pm)

Mayor

Members of the Bodies of the Council for 2023 / 24

**A. Audit & Governance Committee
7 Members)**

Cllr K Ball
Cllr R Cheadle
Cllr A Cunningham
Cllr G Dexter
Cllr R Oxborough
Cllr D Sellis
Cllr L Watts

B. Dartmoor National Park (2 Members)

Cllr C Mott
Cllr M Renders

C. Hub Committee (+ portfolio area) (9 Members)

Cllr A Bridgewater (Communities)
Cllr C Edmonds (Resources)
Cllr L Daniel (Natural Environment)
Cllr M Ewings (Leader)
Cllr N Jory (Economy)
Cllr A Leech (Leisure, Health & Wellbeing)
Cllr J Moody (Communications & Accessibility)
Cllr C Mott (Built Environment)
Cllr M Renders (Deputy Leader – Housing)



**E. Overview and Scrutiny Committee (15
Members)**

Cllr A Blackman
Cllr M Calder
Cllr M Casbolt
Cllr J Elliott
Cllr S Guthrie
Cllr A Johnson
Cllr P Kimber
Cllr U Mann
Cllr I Saxby
Cllr T Southcott
Cllr P Squire
Cllr P Vachon
Cllr N Viney
Cllr S Wakeham
Cllr C West

**F. DM and Licensing Committee (10
Members)**

Cllr R Cheadle
Cllr A Cunningham
Cllr S Guthrie
Cllr N Jory
Cllr T Leech
Cllr U Mann
Cllr J Moody
Cllr C Mott
Cllr T Southcott
Cllr S Wakeham

DM&L Substitutes:

Cllr A Blackman
Cllr A Bridgewater
Cllr G Dexter
Cllr M Ewings
Cllr P Kimber
Cllr M Renders

D. Regeneration and Investment Committee

(3 Members)

Cllr C Edmonds

Cllr R Oxborough

Cllr I Saxby

G. Council Tax Setting Committee

(4 Members)

Cllr L Daniel

Cllr M Ewings

Cllr N Jory

Cllr M Renders

Substitute Member(s):

Cllr C Edmonds

REPRESENTATIVES ON OUTSIDE BODIES: 2023/24

1. **Cornwall and West Devon Mining Landscape World Heritage Site Partnership**
Cllr C Mott
2. **Dartmoor National Park – Joint Advisory Committee on Housing**
Cllrs J Elliott and M Renders
3. **Devon Audit Partnership Committee**
Cllrs G Dexter and R Oxborough
4. **Devon Authorities Strategic Waste Committee**
Cllr L Daniel
5. **Devon County Locality Committee**
Cllrs A Bridgewater and A Johnson
6. **Devon Districts Forum**
Leader of Council
7. **Devon Rail Forum**
Cllr K Ball
8. **District Councils' Network**
Leader of Council
9. **Heart of the South West Devolution - Joint Committee**
Leader of Council (Substitute Member: Deputy Leader of Council)
10. **Highways and Traffic Orders Committee**
Cllrs A Johnson and T Southcott
11. **Local Action for Greater Dartmoor (LEAF)**
Cllr J Elliott
12. **Local Government Association**
 - (i) District Council Network – Leader of Council
 - (ii) General Assembly – Leader of Council
 - (ii) South West Branch – Leader of Council
13. **Okehampton Rail Forum**
Cllr G Dexter
14. **PATROL Adjudication Joint Committee**
Cllr A Bridgewater

- 15. Police and Crime Commissioners Scrutiny Panel**
Cllr M Ewings
- 16. South Devon and Dartmoor Community Safety Partnership**
Cllr M Ewings
- 17. South West Councils**
Leader of Council
- 18. SPARSE Rural**
Cllr S Guthrie
- 19. Tamar Estuary Consultative Forum**
Cllr A Blackman
- 20. Tamar Valley AONB Partnership Committee**
Cllr I Saxby
- 21. Tavistock College Endowment Fund Trustees**
Cllr A Bridgewater
- 22. Tavistock Rail Group**
Cllr J Moody
- 23. Tavistock Townscape Heritage Partnership**
Cllr J Moody
- 24. UNESCO Biosphere Reserve Partnership**
Cllr P Kimber

- (a) Devon Building Control Partnership**
Cllr R Cheadle
Cllr T Southcott
- (b) Discretionary Business Rates and Rate Relief Panel**
Leader of Council
Chairman of Overview and Scrutiny Committee
Mayor of Council
Lead Hub Committee Member for Economy
- (c) Joint WD/SH/Plymouth Local Plan Steering Group**
Cllr R Cheadle
Cllr C Mott
- (d) Tamar Valley AONB Partnership Committee**
Cllr I Saxby
- (e) Waste Working Group**
Leader of Council
Deputy Leader of Council
Lead Hub Committee Member for Built Environment
Lead Hub Committee Member for Communications & Accessibility
Lead Hub Committee Member for Natural Environment
Leader of the Opposition Group
Chairman of the Overview & Scrutiny Committee
Vice-Chairman of the Overview & Scrutiny Committee

Hub Advisory Group Nominations 2023/24

(a) Built Environment

Cllr C Mott (Hub lead and Group Chair)

Cllr A Blackman

Cllr R Cheadle

Cllr M Renders

Cllr T Southcott

Cllr N Viney

(b) Communications & Accessibility

Cllr J Moody (Hub lead and Group Chair)

Cllr R Cheadle

Cllr M Ewings

Cllr N Jory

Cllr P Kimber

(c) Economy

Cllr N Jory (Hub lead and Group Chair)

Cllr M Casbolt

Cllr C Edmonds

Cllr J Elliott

Cllr R Oxborough

Cllr I Saxby

Cllr P Vachon

(d) Housing

Cllr M Renders (Hub lead and Group Chair)

Cllr A Blackman

Cllr A Cunningham

Cllr G Dexter

Cllr M Ewings

Cllr S Guthrie

Cllr T Leech

Cllr U Mann

Cllr D Sellis

(e) Leisure & Wellbeing

Cllr T Leech (Hub lead and Group Chair)

Cllr M Calder

Cllr M Renders

Cllr P Squire

Cllr S Wakeham

Cllr L Watts

(f) Natural Environment

Cllr L Daniel (Hub lead and Group Chair)

Cllr S Guthrie

Cllr U Mann

Cllr C Mott

Cllr I Saxby

Cllr T Southcott

Cllr P Vachon

Cllr N Viney

Cllr S Wakeham

(g) People & Community

Cllr A Bridgewater (Hub lead and Group Chair)

Cllr K Ball

Cllr A Cunningham

Cllr J Elliott

Cllr P Kimber

Cllr A Johnson

Cllr J Moody

Cllr P Squire

Cllr C West

(h) Resources

Cllr C Edmonds (Hub lead and Group Chair)

Cllr K Ball

Cllr G Dexter

Cllr J Elliott

Cllr A Johnson

Cllr R Oxborough

Cllr L Watts

Cllr C West