

WEST DEVON COUNCIL



West Devon
Borough
Council

Minutes of a meeting of the **West Devon Council** held on **Tuesday, 21st May, 2024** at **11.00 am** at the **Chamber - Kilworthy Park**

Present: **Councillors:**

Chairman Cllr Daniel
Vice Chairman Cllr Sellis

Cllr Ball	Cllr Bridgewater
Cllr Calder	Cllr Casbolt
Cllr Cunningham	Cllr Dexter
Cllr Edmonds	Cllr Elliott
Cllr Ewings	Cllr Guthrie
Cllr Johnson	Cllr Jory
Cllr Kimber	Cllr Leech
Cllr Mann	Cllr Moody
Cllr Mott	Cllr Oxborough
Cllr Renders	Cllr Saxby
Cllr Southcott	Cllr Vachon
Cllr Wakeham	Cllr Watts
Cllr Viney	Cllr West

In attendance:

Chief Executive
Deputy Chief Executive
Director of Place & Enterprise
Deputy Monitoring Officer
Head Of Democratic Services
Assistant Director Strategy
Communications Officers

Also In Attendance

Alderman Diana Moyse and Terry Pearce

1. **Apologies for Absence**

CM 1/24

Apologies for absence were received from Cllrs A Blackman, R Cheadle and H Greenberry-Pullen

2. **To elect The Mayor of the Borough for the ensuing year**

CM 2/24

Cllr M Ewings moved the appointment of Cllr D Sellis as Mayor for the ensuing year and Cllr Jory subsequently seconded the motion.

No other nominations were received and, upon the motion being submitted to the meeting, it was declared to be **CARRIED** and **"RESOLVED** that Cllr D Sellis be appointed Mayor for the ensuing year".

The retiring Mayor and newly elected Mayor left the Council Chamber so that Cllr Sellis could be invested with the civic regalia.

Upon returning to the Council Chamber, the newly elected Mayor made the Declaration of Acceptance of Office, signed the Register and addressed the Council.

Cllr Sellis then chaired the remainder of the meeting.

Cllr M Renders proposed a vote of thanks to the retiring Mayor. The proposition was seconded by Cllr Jory.

Cllr D Sellis then invested Cllr L Daniel and Cllr M Calder with the Past Mayor's and her Consort's Medallions.

The retiring Mayor, Cllr L Daniel proceeded to address the meeting.

3. **To elect The Deputy Mayor of the Borough for the ensuing year**

CM 3/24

The Mayor called for nominations for the position of Deputy Mayor.

Cllr N Jory moved the appointment of Cllr P Vachon and Cllr M Ewings subsequently seconded the motion.

There being no other nominations, it was declared to be **CARRIED** and **"RESOLVED** that Cllr P Vachon be appointed as Deputy Mayor for the ensuing year".

The Deputy Mayor then made the Declaration of Acceptance of Office, signed the register and proceeded to address the Council.

4. **Declarations of Interest**

CM 4/24

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.

5. **Confirmation of Minutes**

CM 5/24

It was moved by Cllr M Ewings, seconded by Cllr M 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 26 March 2024 meeting".

6. **To appoint a Leader of the Council for the ensuing year**

CM 6/24

a. **Leader**

It was moved by Cllr N Jory, seconded by Cllr M Renders and upon the motion being submitted to the Meeting was declared to be **CARRIED** and **"RESOLVED** that Cllr M Ewings be appointed Leader of the Council for the ensuing year."

b. **Deputy Leader**

It was moved by Cllr M Ewings, seconded by Cllr N Jory and upon the motion being submitted to the Meeting was declared to be **CARRIED** and **"RESOLVED** that Cllr M Renders be appointed Deputy Leader of the Council for the ensuing year.

7. **To report on the composition of political groups**

CM 7/24

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

- 20 West Devon Alliance Group Members: and
- 11 Conservative Group Members.

8. **To approve the Committee Structure for the coming year**

CM 8/24

It was moved by Cllr M Ewings, seconded by Cllr N Jory and upon the motion being submitted to the Meeting was declared to be **CARRIED** and **"RESOLVED** that the Committee structure be as follows for the coming year:

Audit & Governance	7 Members;
Hub	9 Members;
Overview & Scrutiny	15 Members;
Development Management & Licensing	10 Members;
Council Tax Setting	4 Members;
Regeneration & Investment	3 Members: and
Dartmoor National Park Authority	2 Members.

with all of the appointments to the above Committees being politically balanced and all Members serving on one of either the Audit & Governance Committee; the Hub Committee; or the Overview & Scrutiny Committee”.

9. **Appointment of Members (and Substitute Members) of the Bodies of the Council**

CM 9/24

A list of nominations made to the Committees by the two political groups for the ensuing year had been circulated and were proposed by Cllr M Ewings and seconded by Cllr N Jory to be duly approved.

When put to the vote, the circulated list (as shown in Appendix A to these minutes) was declared to be **CARRIED**.

10. **To appoint the Chairman and Vice-Chairman to the Committees of the Council for the ensuing year**

CM 10/24

The following appointments were proposed by Cllr M Ewings and seconded by Cllr N Jory and when put to the vote were declared to be **CARRIED**:

Audit Committee: Cllr G Dexter (Chairman);
Cllr R Oxborough (Vice Chairman)

Council Tax Setting Committee: Cllr D Sellis (Chairman);

Development Management & Licensing Committee Cllr R Cheadle (Chairman);
Cllr T Southcott (Vice Chairman)

Hub Committee Cllr M Ewings (Chairman)
Cllr M Renders (Vice Chairman)

Overview & Scrutiny Committee Cllr P Kimber (Chairman)
Cllr C West (Vice Chairman)

Regeneration & Investment Committee Lead Hub Committee Member for Performance & Resources (Cllr C Edmonds (Chairman))

11. **To appoint representatives to the list of Governance Boards for the ensuing year**

CM 11/24

Members proceeded to consider the appointment for the 2024/25 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) Member Development Steering Group;
- e) Tamar Valley National Landscapes Partnership Committee; and
- f) Waste Working Group

It was then proposed by Cllr M Ewings, seconded by Cllr Jory and upon being submitted to the Meeting was declared to be **CARRIED** and **"RESOLVED** that the number, size and appointment of the Governance Boards / Panels of the Council for the 2024/25 Municipal Year be approved, as shown in Appendix B to these minutes."

12. **To appoint representatives to the list of Outside Bodies for the ensuing year**

CM 12/24

Members proceeded to consider the appointment for the 2024/25 Municipal Year of the Outside Bodies as circulated to the meeting.

It was then proposed by Cllr M Ewings, seconded by Cllr Jory and upon being submitted to the Meeting was declared to be **CARRIED** and **"RESOLVED** that the number and appointment of the Outside Bodies as circulated to the meeting for the 2024/25 Municipal Year be approved, as shown in Appendix C to these minutes."

13. **Hub Advisory Groups**

CM 13/24

Following the recently undertaken Corporate Peer Challenge, the Council gave consideration to a report advising of the intention to review the current Terms of Reference and Membership lists of the Council's Hub Advisory Groups.

In discussion, there was support expressed for the recommended way forward and 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 it be noted that, as part of the consideration by the Hub Committee of the 'Local Government Association (LGA) Corporate Peer Challenge Feedback Report' (23 July 2024 Committee Meeting), and the recommendations arising from that, the Hub Committee will consider the Terms of Reference for Advisory Groups (and membership lists)."

14. **Appointment of Independent Persons - Standards and the Audit & Governance Committee**

CM 14/24

Members considered a report which sought approval for the re-appointment of the Independent Persons – Standards and, through the delegation of authority to the Section 151 Officer and Chairman and Vice Chairman of the Audit & Governance Committee, the appointment of an Independent Person to sit on the Audit & Governance Committee.

With there being no debate, 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 remainder of the 2023/27 Council administration:

1. the following persons be re-appointed as 'Independent Persons' to assist in the discharge of the Council's arrangements for dealing with standards complaints:

- George Barnicott;
- Peter Boreham;
- Martin Gleed;
- Trevor Kirkin; and
- Victoria Spence; and

2. authority be delegated to the Section 151 Officer, in consultation with the Chairman and Vice-Chairman of the Audit & Governance Committee, to appoint the 'Independent Person' to serve on the Audit & Governance Committee."

15. **Reports of Bodies**

CM 15/24

(a) Development Management & Licensing Committee – 27 February 2024 and 16 April 2024

It was moved by Cllr T Southcott seconded by Cllr N Jory and upon being submitted to the Meeting was declared to be **CARRIED** and **"RESOLVED** that the Minutes of the meetings of 27 February 2024 and 16 April 2024 be received and noted".

(b) Audit & Governance Committee – 19 March 2024

It was moved by Cllr G Dexter seconded by Cllr A Cunningham and upon being submitted to the Meeting was declared to be **CARRIED** and **"RESOLVED** that the Minutes of the 19 March 2024 meeting be received and noted".

(c) Hub Committee – 9 April 2024

It was moved 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 Minutes of the 9 April 2024 meeting be received and noted".

(d) Overview & Scrutiny Committee - 23 April 2024

It was moved by Cllr P Kimber, seconded by Cllr A Johnson and upon being submitted to the Meeting was declared to be **CARRIED** and **"RESOLVED** that the Minutes of the 23 April 2024 meeting be received and noted".

16.

Council Constitution

CM 16/24

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 set out in Appendix A of the presented report.

In introducing the report, the Deputy Monitoring Officer advised that, in light of discussions held with some Members prior to this meeting, it was her hope that an alternative parts 2, 3 and 4 of the recommendation could be **PROPOSED** and **SECONDED** that read as follows:

2. *agrees the proposed changes to the Council's Constitution as set out in Appendix A to the report in so far as they relate to administrative and legislative changes and those relating to changes made throughout the past year;*
3. *adopts the Constitution as amended in so far as specified in part 2 (above); and*
4. *requests that the remainder of the proposed changes in Appendix A, not specified in part 2 (above) to be referred to the Audit & Governance Committee for consideration and recommendation to Council.*

In debate, the alternative wording was supported by a number of Members and it was then proposed by Cllr M Ewings and seconded by Cllr M Renders and upon being submitted to the Meeting was declared to be **CARRIED** and **"RESOLVED**

1. that a co-opted independent member to the Audit and Governance Committee be appointed;
2. that the proposed changes to the Council's Constitution (as set out in Appendix A of the presented agenda report) be agreed, in so far as they relate to administrative and legislative changes and those relating to changes throughout the past year;
3. that the Constitution as amended in so far as specified in part 2 (above) be adopted; and
4. that the remainder of the proposed changes presented in Appendix A of the published agenda report, not specified in part

2 (above), be considered by the Audit & Governance Committee and recommended to Council accordingly.”

17. **Mayor's Concluding Comments**

CM 17/24

In closing the meeting, the Mayor thanked the membership for its support in electing her as Mayor for the 2024/25 Municipal Year and wished the Council a productive and successful year.

The Meeting concluded at 12.10 pm

Signed by:

Chairman

Members of the Bodies of the Council for 2024 / 25**A. Audit & Governance Committee****(7 Members)**

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

B. Dartmoor National Park Authority**(2 Members)**

Cllr C Mott
 Cllr M Renders

C. Hub Committee

Cllr A Bridgewater
 (Neighbourhood Services)
 Cllr C Edmonds
 (Performance and Resources)
 Cllr J Elliott
 (Community Wellbeing)
 Cllr M Ewings
 (Leader)
 Cllr N Jory
 (Economy & Jobs)
 Cllr U Mann
 (Climate & Biodiversity)
 Cllr J Moody
 (Customer Experience and Accessible Services)
 Cllr C Mott
 (Planning & Built Environment)
 Cllr M Renders
 (Deputy Leader – Housing)

D. Regeneration and Investment Committee**(3 Members)**

Cllr G Dexter
 Cllr C Edmonds
 Cllr R Oxborough

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

Cllr A Blackman
 Cllr M Calder
 Cllr M Casbolt
 Cllr A Cunningham
 Cllr L Daniel
 Cllr H Greenberry-Pullen
 Cllr S Guthrie
 Cllr P Kimber
 Cllr T Leech
 Cllr I Saxby
 Cllr T Southcott
 Cllr P Vachon
 Cllr N Viney
 Cllr S Wakeham
 Cllr C West

Development Management & 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 G Dexter
 Cllr M Ewings
 Cllr P Kimber
 Cllr M Renders
 Cllr P Vachon

G. Council Tax Setting Committee**(4 Members)**

Cllr M Ewings
 Cllr N Jory
 Cllr M Renders
 Cllr D Sellis

Substitute:

Cllr C Edmonds

Appointment of Governance Boards / Panels: 2024/25

- (a) **Devon Building Control Partnership**
Cllr R Cheadle
Cllr T Southcott
- Substitute Member**
Cllr T Leech
- (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) **Member Development Steering Group**
Cllr M Calder
Cllr L Daniel
Cllr C Edmonds
Cllr M Ewings (Chairman)
Cllr N Jory
Cllr P Kimber
Cllr T Leech
Cllr C Mott
Cllr M Renders
Cllr C West
- (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 Climate & Biodiversity
Leader of the Opposition Group
Chairman of the Overview & Scrutiny Committee
Vice-Chairman of the Overview & Scrutiny Committee

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REPRESENTATIVES ON OUTSIDE BODIES: 2024/25

1. **Armed Forces Champion for the Armed Forces Covenant**
Cllr R Oxborough
2. **Cornwall and West Devon Mining Landscape World Heritage Site Partnership**
Cllr C Mott
3. **Dartmoor National Park – Joint Advisory Committee on Housing**
Cllrs L Daniel and M Renders
4. **Devon Audit Partnership Committee**
Cllrs G Dexter and R Oxborough
5. **Devon Authorities Strategic Waste Committee**
Cllr U Mann Substitute: Cllr Daniel
6. **Devon County Locality Committee**** (**Note:** this Committee was abolished at the Devon County Council Annual Meeting held on 23 May 2024)
Cllrs A Johnson and S Wakeham
7. **Devon Districts Forum**
Leader of Council
8. **Devon Rail Forum**
Cllr A Johnson
9. **District Councils' Network**
Leader of Council
10. **Heritage Alliance Group**
Cllr C Mott
11. **Highways and Traffic Orders Committee**
Cllrs A Johnson and T Southcott
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. SSAFA (Soldiers', Sailors', and Airmen's Families Association) Lead Member**
Cllr K Ball
- 20. Tamar Estuary Consultative Forum**
Cllr A Blackman
- 21. Tamar Valley AONB Partnership Committee**
Cllr I Saxby
- 22. Tavistock Business Improvement District (BID)**
Cllr N Jory
- 23. Tavistock College Endowment Fund Trustees**
Cllr A Bridgewater
- 24. Tavistock Rail Group**
Cllr J Moody
- 25. UNESCO Biosphere Reserve Partnership**
Cllr M Calder