

NORTH DEVON COUNCIL

Minutes of a meeting of NORTH DEVON COUNCIL held at Brynsworthy Environment Centre, Barnstaple on Wednesday 21st November 2018 at 6.00 p.m.

PRESENT: Members:

Councillor Moore (Chair)

Councillors Barker, Biederman, Bonds, Bradford, Brailey, J. Cann, R. Cann, Chesters, Chugg, Croft, Davis, Edgell, Edmunds, Fowler, Greenslade, Gubb, Hunt, Jones, Lane, Leaver, Lovering, Luggar, Mackie, Manuel, Mathews, Meadlarkin, Moores, Patinos, Prowse, Tucker, Wilkinson, Worden and Yabsley.

Officers:

Chief Executive, Head of Resources, Head of Corporate and Community and Senior Corporate and Community Services Officer (BT).

49 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Campbell, Flynn, Haywood, Ley, Roome, Spear and Webber.

50 MINUTES

RESOLVED that the minutes of the meetings held on 26th September 2018 and 29th October 2018 (circulated previously) be approved as correct records and signed by the Chairman.

51 CHAIRMAN'S ANNOUNCEMENTS

The Chairman thanked the Leader of the Council for the flowers received on behalf of the Council in recognition of his and his wife's 60th wedding anniversary and thanked Councillor Biederman for covering his duties whilst he recovered from a recent operation.

52 REPLIES TO ANY QUESTIONS SUBMITTED BY THE PUBLIC AND/OR TO RECEIVE PETITIONS UNDER PART 4 COUNCIL PROCEDURE RULES, PARAGRAPHS 8 AND 9 OF THE CONSTITUTION

(a) To consider the following question received from Ms Jane Faust to Councillor Brailey

Council received the following question from Ms Jane Faust:

“NDC is not following the government Inspectors’ Conditions for measuring and assessing the noise levels from the wind turbines at Batsworthy Cross. Subsequently, to establish why this process is failing, a member of the Overview & Scrutiny Committee referred this matter to the Overview and Scrutiny Committee. However the Chair of the Overview and Scrutiny Committee says that *“as this is clearly a planning matter it can not be a matter for the O&S Committee.”*

However, the following reasons, supported with referenced evidence to the legislation below, show this matter can be referred to the OSC, Overview and Scrutiny Committee:

- 1) The OSC can investigate the discharge of any local authority function; and this case is about a failure to deliver a service.
- 2) While there are exclusions on referrals, (for example, on matters relating to planning), these do not apply if, as in this case, the referrer is a member of the OSC.
- 3) Regardless, even if the referrer was not a member of the OSC, the exclusions do not apply, if as in this case, there is allegation of a failure to discharge a service.

In light of these evidenced findings, to ensure the Overview and Scrutiny Committee is not prevented from acting in line with its duties, the Leader of the Council is asked please, (using reasons directly referenced in the pertinent numbered legislation), whether the Overview and Scrutiny Committee Chair's stance complies with the Overview and Scrutiny legislation, in other words, whether allegations of NDC's failure to deliver a service, can in fact be referred to the Overview and Scrutiny Committee?”

In response to the question, the Leader advised “The question that has been raised now appears to be requesting that Overview and Scrutiny look at an issue that is wider than that covered by the original request made by Councillor Ley. On that basis, I will speak with the Chair of Overview and Scrutiny and ask him to speak with Councillor Ley about calling your question to Overview and Scrutiny.” A copy of the response was tabled.

Ms Jane Faust asked a supplementary question requesting confirmation that their concerns will go to Overview and Scrutiny as North Devon Council was not delivering conditions that the Government determine necessary.

In response to the supplementary question, the Leader advised that he would ask the Chair of Overview and Scrutiny to review this with Councillor Ley and the Committee would look at all aspects.

Councillor Patrinos, Chair of Overview and Scrutiny Committee advised that he would speak with Councillor Ley and then consider when and how it would be considered by the Committee.

(b) To consider the following question received from Mrs Helen Walker

Council received the following question from Mrs Helen Walker to Councillor Yabsley:

“The roads, schools and services in Bickington and Fremington are already under pressure as a result of recent housing development west of Barnstaple. Can the Council reassure residents that any new house building as a result of the Garden Town initiative will not increase pressure on our infrastructure? Can they assure us that development will not be located in Roundswell, Bickington, Fremington or Instow? How will the council ensure that there is the infrastructure to support any such development in the Barnstaple area, both in the required local services and employment generation to support both families wishing to remain in the Barnstaple area and people wanting to relocate here? I am asking this question as the parent of young adults who would like to remain in the area they grew up in, but are finding the employment opportunities limited and low paid and housing expensive”.

In response to the question, Councillor Yabsley advised “The objective of the Garden Town proposal is to allow the public sector to take more control of future development in terms of infrastructure provision, quality and how it links into the rest of the town. Barnstaple has grown significantly over the years, as have all towns, but not had the ability to shape the future as we will have, should we become a Garden Town. This is because we will be planning for the longer term, will be seeking to address infrastructure issues early in the development process and will take a more active role, with Government and other partners, in ensuring that development is the right place and of high standard.

The current Local Plan runs up to 2031 and allocates significant new housing, employment and retail development in Barnstaple. The Garden Town proposal will give the Council and partners more tools, and funding, to be able to better plan the detail of these developments and ensure that they integrate better with the whole town. Some of these initiatives, such as better provision for pedestrians and cyclists, will be delivered across the whole town.

There is additional development included within the Garden Town submission but this is because we are looking beyond the Local Plan period when we would in any case be looking for further growth to meet the need at that time. Through the bid we are endeavouring to get in advance of the discussions to come in the Local Plan cycle about new development in the long term and start working on infrastructure requirements now, so that they are in place in good time and fit for purpose.

It is a requirement of the Garden Communities programme that submissions show not only how new housing growth will be developed in the best possible way but also that community facilities are catered for and that places are balanced through the provision of employment, leisure and education opportunities. The programme requires applicants to look at the whole town in a comprehensive way that has rarely been done since the original idea of garden towns 100 years ago. In terms of housing we aim to get the right mix of tenure, size and location that meets people’s

needs and along with suitable employment opportunities provide a future in the town for young people. We have a growing proportion of older people in the population and whilst we aim to plan better for their needs we also want to have the right type of affordable and good quality housing and employment opportunities that will not only help retain our young people but make Barnstaple and North Devon a place that young people and young families want to come to, benefiting from the great quality of life offered.

We are already working on supporting new businesses and helping existing companies to grow and today launched a Digital Strategy for Northern Devon. Just one example of how we are working actively to establish new modern businesses that utilise technology and provide well paid work in the local area.

Development and change presents challenges but we aim through the Garden Town to engage with communities on the longer term future of the town. This bid has some answers but is an ‘expression of interest’, designed to start a discussion with communities in the area, other public sector agencies, business and with central government on the long term future and how we can transform the town to be the best place it can be.” A copy of the response was tabled.

Mrs Helen Walker asked a supplementary question to Councillor Yabsley that “will you make sure that the part of any Garden Town in Barnstaple will ensure that Roundswell, Bickington, Fremington and Instow develop in their own right?”.

In response, Councillor Yabsley reassured Mrs Walker that those communities would retain their independence and the Council would seek opportunities for employment where possible.

53 **TO CONSIDER MOTIONS OF WHICH NOTICE HAS BEEN SUBMITTED BY MEMBERS IN ACCORDANCE WITH PART 4, COUNCIL PROCEDURE RULES, PARAGRAPH 11 OF THE CONSTITUTION**

(a) To consider the following notice of motion from Councillor Worden

Councillor Worden presented his notice of motion to Council.

It was moved by Councillor Worden and seconded by Councillor Tucker that “This Council regards the decision to close Appledore Ship Yard as a hammer blow to the economy of Northern Devon and calls on the Government and Babcock’s to investigate ways to see if this decision can be changed. Furthermore this council requests that the Government reverses its decision to close RMB Chivenor and instead looks to enhance its capacity by bringing 45 Commando from Scotland and 40 Commando from Norton Manor, Taunton to North Devon. The closure of both Appledore Ship Yard and RMB Chivenor would have a devastating impact on businesses, schools and public services and this council calls on the Government to face up to their responsibilities toward areas like North Devon where wages are already low and many residents are struggling financially.”

Councillor Brailey advised that “this Council was extremely sorry to see Babcock Marine close the ship yard at Appledore. As you no doubt know both the local MP’s Geoffrey Cox MP and Peter Heaton-Jones MP were heavily involved once the closure notice was notified by Babcock. You will understand this was a commercial decision that was outside of the remit of this council, however, I did have discussions with the Leader of Torridge Council and offered any support that we might be able to render. Mr Tim Jones is arranging discussions with the LEP and a task group will be set up which will include officers from this council. The objective is to look at how best we can help support both staff and suppliers of Appledore Shipyard. The Unions are also in discussion with the employers Babcock. Once I know more I will advise Councillors. With reference to RMB Chivenor our MP Peter Heaton-Jones is busy lobbying on our behalf. We have worked closely together to lobby government Peter has arranged a meeting with The Secretary of State for Defence Gavin Williamson MP to lobby him further. I will ask the Government to explain what the situation is for RMB Chivenor. However, as you may know no final decision has yet been taken.” A copy of the response was tabled.

RESOLVED that this Council regards the decision to close Appledore Ship Yard as a hammer blow to the economy of Northern Devon and calls on the Government and Babcock’s to investigate ways to see if this decision can be changed. Furthermore this council requests that the Government reverses its decision to close RMB Chivenor and instead looks to enhance its capacity by bringing 45 Commando from Scotland and 40 Commando from Norton Manor, Taunton to North Devon. The closure of both Appledore Ship Yard and RMB Chivenor would have a devastating impact on businesses, schools and public services and this council calls on the Government to face up to their responsibilities toward areas like North Devon where wages are already low and many residents are struggling financially.

(b) To consider the following notice of motion from Councillor Leaver

Councillor Leaver presented her notice of motion to Council.

It was moved by Councillor Leaver and seconded by Councillor Worden that “In the light of the recent report from the Citizens Advice Bureau (CAB) for North Devon into its work over the last six months, this Council re-affirms its support for the CAB and commits to on-going financial support for its work with the most vulnerable in North Devon’s communities, and in particular during the early years of the introduction of Universal Credit in North Devon.”

Councillor Brailey advised that “I met only yesterday with Vicki Rowe CAB manager and discussed how best we can help in the future. The Citizens Advice Bureau are a very important organisation that helps our residents in North Devon. I can reaffirm our commitment to help and support them in the best way we can. We understand what an excellent job they do in these very difficult times. As do many of our voluntary services.” A copy of the response was tabled.

The Chief Executive advised that the notice of motion could not commit the Council's future level of funding to the Citizens Advice Bureau (in advance of detailed consideration of the budget).

RESOLVED that in the light of the recent report from the Citizens Advice Bureau (CAB) for North Devon into its work over the last six months, this Council re-affirms its support for the CAB and commits to on-going financial support for its work with the most vulnerable in North Devon's communities, and in particular during the early years of the introduction of Universal Credit in North Devon.

54 DECLARATIONS OF INTEREST

There were no declarations of interest announced.

55 CHAIRMAN'S REPLIES TO ANY QUESTIONS TO COUNCIL BY MEMBERS SUBMITTED UNDER PART 4, COUNCIL PROCEDURE RULES, PARAGRAPH 10 OF THE CONSTITUTION

(a) To consider the following question from Councillor Manuel to the Leader

Council received the following question from Councillor Manuel to the Leader:

"I am concerned that there still seems to be difficulties with getting appropriate responses incorporated in press releases. Could the Leader tell me what has happened to the promised review of the press protocol. Is there likely to be something happening on this soon and will any review include input from the Ethics Committee?"

In response to the question, the Leader advised "You are right that a request was made to review the communications protocol but unfortunately due to other issues, this has not yet progressed. You will appreciate we are working with a protocol that was produced by your Group in the past and we have tried to stay closely with this. I appreciate that on occasions it has not been possible, for a variety of reasons, to include quotes from relevant Councillors but the normal position is that a quote will be sought from a ward member where ward issues are involved. I understand that you have concerns about not being quoted on one recent press release but also understand that efforts were made to contact you before a press deadline but you were on holiday. A decision was made to go ahead with the press release in any event as there was an important message to get out to the public regarding the closure of a play park you will appreciate that often there are deadlines which require a fast response. I will ask the governance working party to take a look at the protocol as this is already in being. However, your question on the Ethics committee's involvement I am advised they the Committee's terms of reference do not include considering such matters." A copy of the response was tabled.

Councillor Manuel asked a supplementary question to the Leader as to why the protocol had not been reviewed since the previous administration and advised that

even though she had been away she had been contactable and could have provided a quote for the press release referred to.

In response, the Leader confirmed that the response tabled was accurate as far as he was aware. The decision had been made to issue the press release as officers had been unable to contact Councillor Manuel for a comment. The Governance working group would consider the review of the protocol.

The Chief Executive confirmed that in accordance with the Constitution, only one supplementary question could be asked and answered and there could be no debate or comment made.

56 EXECUTIVE REPORTS

(a) Executive Leader Report

Council noted a report by the Leader of the Council (circulated previously) regarding the work of the Executive.

The Leader reported that in response to minute 31 (a) of the meeting of Council held on 26th September 2018, he had written a letter to Rt Hon James Brokenshire MP, Secretary of State for Housing, Communities and for Local Government. A copy of the letter to the Rt Hon James Brokenshire MP together with a response were tabled.

(b) Executive Members reports, as required

There were no Executive Member reports.

(c) Questions to Executive submitted under Part 4, Council Procedure Rules, Paragraph 10 of the Constitution

The following questions were submitted in advance of the meeting and responses provided by the Leader were tabled:

- (i) Question to Councillor Brailey from Councillor Tucker “At Full Council in April 2018, I asked the question regarding my concerns at the seven vacancies in the Planning and Enforcement dept. I was assured by the Leader, and Chief Executive everything was under control in this dept, and service would continue as normal. It has been brought to my attention recently the enforcement section are taking up to four months for a first time visit , and some Planning Officers are highly overworked causing long delays in answering correspondence. Please could you confirm when we will get back to normal service.” Councillor Brailey’s response “Councillor Tucker thank you for your question, in my reply in on the 4th of April 2018 the process of

recruiting was listed. At no time did I use the word assurance, mainly because one can never be sure how recruitment will go. However, both development management and enforcement teams are now fully staffed and working on the backlog. It should be noted that the last of the planning officer posts was only filled a few months ago and that the officers who have joined the Enforcement Team are undergoing training as they work. Enforcement Officers are prioritising both existing outstanding cases as well as new work coming in. If particular cases are brought to the Team's attention that require looking at earlier they will ensure these are given priority. It is difficult to answer your question on when we will get back to normal service, however, the Enforcement Team are aiming to have dealt with the backlog of visits by the end of the year, after which time they will normally be undertaken within 21 days of a complaint requiring a visit being received. A new planning software package is being installed which alongside process improvements partly enabled by the new IT will reduce some of the workload on planning officers, however, to start with this is placing an additional demand on planning officers time, as is enforcement work." Councillor Tucker asked Councillor Brailey a supplementary question "would the Leader in future ensure that when key officers retired that processes were put in place for a replacement rather than wait several weeks after the person had left to place an advertisement?" Councillor Brailey confirmed that the response provided had been in consultation with the new Head of Place. The Chief Executive advised Council that the delay in the replacement of the post had not occurred due to problems with recruitment. An internal appointment had been made, however internal issues had arisen which resulted in the internal appointment not being made. The post then had to be advertised.

- (ii) Question to Councillor Brailey from Councillor Leaver "What is the Leader's response to the recent report from the IPCC (Inter-governmental Panel on Climate Change) and would he agree that there is now an urgent need to set up a cross party committee to look at how the Council can take action to reduce emissions in North Devon, to encourage the use of green energy and investment, and to support biodiversity and natural capital net gains through developing and adopting relevant policies and procedures?" Councillor Brailey's response "As an authority we have been active in monitoring air pollution levels in strategic areas and we are working closely with DCC to implement measures to reduce emission levels. NDC has sponsored the promotion of an area

of research into tidal generation off of Foreland Point Lynmouth to take advantage of some of the highest tidal flows in the world. Through our Economic Generation Team we have been encouraging the introduction of electric vehicle charging points in the area and are investigating the possibility of installing electric points in some of NDC car parks. Our introduction of a separate food waste collection has enabled us to work with DCC to divert the waste to an Anaerobic Digestion plant to create energy. We have had a prominent role in setting up a North Devon Plastic Free consortium. Our recycling rates are improving and within months the materials we cannot recycle will be diverted to a waste to energy plant virtually eliminating our residue waste going to landfill. As an authority the protection of the environment and our natural assets are regarded as critical for the wellbeing of our area and its communities and we will continue pursue measures to enhance and protect them.” Councillor Leaver asked Councillor Brailey a supplementary question “are you content that the Council is doing everything that it can to meet the challenging IPPC report and whether there was any scope to work with partners and undertake a cross party approach to this?” Councillor Brailey advised that the Council had been very active and that Councillor Rodney Cann had been leading on this work on behalf of the Council and would continue to do so within the financial constraints of the Council. He advised that he would discuss with Councillor R. Cann the possibility of setting up a working group under his portfolio.

- (iii) Question to Councillor Brailey from Councillor Leaver “It was good to see the tremendous response of the public to the commemoration of one hundred years since the cessation of hostilities in Europe at the end of the First World War. Some Councils have taken the step of recognising the sacrifice made by local communities at a very local level by commemorating those who gave their lives during WW1 by putting up signs on every street noting the name, date of death and house number where that resident lived. Would the Council in the future consider marking the loss of local lives in conflicts around the world in this way, for example in 2019 which will be the 80th anniversary of the commencement of WW2?” Councillor Brailey’s response “Councillor Leaver thank you for your question. As a former member of Her Majesty’s Royal Air Force, having served for 39 years, I was both pleased and proud to see so many people turn out for the Children’s Remembrance and also for the main Remembrance Day parade on Sunday 11th

November 2018 in Barnstaple. I wrote to congratulate the Mayor on the towns arrangements which I thought were outstanding. I would also like to applaud all the towns and parishes who commemorated this special occasion. It is extremely important that we do not forget the sacrifice that our servicemen and women have given so that we may enjoy freedom. However, your suggestion about signs I think should be initially addressed to the Town and Parish Councils of our area who might wish to undertake such a task.” Councillor Leaver asked Councillor Brailey a supplementary question “can the signs be co-ordinated so that there was a North Devon approach?” Councillor Brailey advised that a note for Parish and Town Councils would be included on the Weekly Information Sheet.

- (iv) Question to Councillor Brailey from Councillor Greenslade “Can the Leader please say what steps he and the Administration of NDC took to try and support the campaign to keep Appledore Shipyard open and in light of the outrageous decision by Babcock to close the yard what steps is he and his colleagues taking to try and address the damage the closure will do to the Economy of northern Devon and also what is being done to fight the corner to retain RMB Chivenor as a military base?” Councillor Brailey’s response “Councillor Greenslade thank your question. This Council is extremely saddened by the decision to close Appledore Ship Yard. As you will no doubt know both the local MP’s were involved once they were notified of impending closure of the shipyard by Babcock Marine. You will understand this was a commercial decision, this is outside the remit of this Council, however, I did have discussions with the Leader of Torridge and offered any support that we might be able to render. Mr Tim Jones is arranging discussions with the LEP and a task group will be set up which will include both Councils to look at a way forward, officers from this Council will be attending. The Unions are talking with the employers Babcock. I will advise on the outcome of any discussions once I know more. With reference to RMB Chivenor our MP Peter Heaton-Jones is busy lobbying on our behalf and has arranged to meet the Secretary of State Gavin Williamson MP to lobby him further this week.” Councillor Greenslade asked Councillor Brailey a supplementary question “why had the Council not advised the public and employees of the work that the Council had undertaken?” Councillor Brailey advised that in relation to Chivenor he had written to the Minister on three occasions and also lobbied and had regular dialogue with Peter Heaton-Jones MP.

(d) Recommendations of Executive

Council considered the recommendations of the Executive held on 5th November 2019 (circulated previously).

It was moved by Councillor Croft and seconded by Councillor Edgell “that minutes 67 (c), 71 and 72 of the meeting of the Executive held on 5th November 2018 be adopted”.

RESOLVED that minutes 67 (c), 71 and 72 of the meeting of the Executive held on 5th November 2018 be adopted”.

57 PERFORMANCE AND FINANCIAL MANAGEMENT QUARTER 1 FOR 2018/19

(a) Report of meeting of the Overview and Scrutiny Committee

Councillor Patrinos, Chairman of the Overview and Scrutiny Committee presented the Committee’s report on the Performance and Financial Management for Quarter 1 of 2018/19 (circulated previously).

(b) Report of Meeting of the Executive

Councillor Brailey reported the recommendations of the Executive on the Performance and Financial Management for Quarter 1 of 2018/19 (circulated previously).

It was moved by Councillor Lane and seconded by Councillor Jones “that the recommendation in minute 51 (f) of the meeting of the Executive held on 4th September 2018 in relation to the Performance and Financial Management for Quarter 1 of 2018/19 be adopted”.

RESOLVED that the recommendation in minute 51 (f) of the meeting of the Executive held on 4th September 2018 in relation to the Performance and Financial Management for Quarter 1 of 2018/19 be adopted.

58 PERFORMANCE AND FINANCIAL MANAGEMENT QUARTER 2 FOR 2018/19

(a) Report of meeting of the Overview and Scrutiny Committee

Councillor Patrinos, Chairman of the Overview and Scrutiny Committee presented the Committee’s report on the Performance and Financial Management for Quarter 2 of 2018/19 (tabled).

(b) Report of Meeting of the Executive

Councillor Brailey reported the recommendations of the Executive on the Performance and Financial Management for Quarter 2 of 2018/19 (circulated previously).

It was moved by Councillor Brailey and seconded by Councillor Barker “that the recommendation in minute 68 (f) of the meeting of the Executive held on 5th November 2018 in relation to the Performance and Financial Management for Quarter 2 of 2018/19 be adopted”.

RESOLVED that the recommendation in minute 68 (f) of the meeting of the Executive held on 5th November 2018 in relation to the Performance and Financial Management for Quarter 2 of 2018/19 be adopted.

59 HEART OF THE SOUTH WEST LOCAL ENTERPRISE JOINT SCRUTINY COMMITTEE

Council considered the appointment of one Member to the Heart of the South West Local Enterprise Joint Committee.

It was moved by Councillor Brailey and seconded by Councillor Edmunds “that Councillor Chesters be appointed to the Heart of the South West Local Enterprise Partnership Joint Scrutiny Committee for the remainder of the municipal year 2018/19”.

RESOLVED “that Councillor Chesters be appointed to the Heart of the South West Local Enterprise Partnership Joint Scrutiny Committee for the remainder of the municipal year 2018/19”.

60 APPOINTMENT OF MEMBER TO THE PLANNING COMMITTEE RESERVE LIST FOR SUBSTITUTES 2018/19

Council considered the appointment of an Independent Member to the Planning Committee Reserve List for Substitutes for 2018/19.

It was moved by Councillor Edmunds and seconded by Councillor Prowse “that Councillor Mackie be appointed to the Planning Committee Reserve List for Substitutes 2018/19 for the remainder of the municipal year 2018/19”.

RESOLVED that Councillor Mackie be appointed to the Planning Committee Reserve List for Substitutes 2018/19 for the remainder of the municipal year 2018/19.

61 URGENT DECISIONS TAKEN DURING THE PERIOD 14TH SEPTEMBER 2018 – 12TH NOVEMBER 2018

Council noted the urgent decisions taken during the period 14th September 2018 to 12th November 2018 (circulated previously).

Council noted that the decision taken on 14th August 2018 regarding the “Purchase of Waste Collection Vehicles” had been incorrectly included within the report and had been previously presented to the Council meeting on 26th September 2018.

In response to a question from Councillor Greenslade, Councillor Brailey advised that a briefing for all Members had been arranged regarding the Garden Communities Bid on 7th November 2018. The briefing had been held earlier than the Council meeting as the deadline for the submission of the expression of interest to the Ministry of Housing, Communities and Local Government was 9th November 2018. He advised that if any Member wished to have a separate briefing with the Head of Place, to contact him direct and he would arrange. If the expression of interest was accepted, then a democratic decision would be made at a later date.

62 REPORT OF CHAIRMAN OF OVERVIEW AND SCRUTINY COMMITTEE

Council noted a report of the Chairman of Overview and Scrutiny Committee (circulated previously) regarding the work of the Overview and Scrutiny Committee. He reported on the outcomes of the Overview and Scrutiny Committee meeting held on 15th November 2018 regarding Health Services.

63 MINUTES OF COMMITTEES

(a) **Ethics Committee**

RESOLVED that the following minutes of the Ethics Committee (circulated previously) be noted and adopted as follows:

- (i) 17th October 2018

(b) **Licensing Committee**

RESOLVED that the following minutes of the Licensing Committee (circulated previously) be noted and adopted as follows:

- (i) 9th October 2018

(c) **Overview and Scrutiny Committee**

RESOLVED that the following minutes of the Overview and Scrutiny Committee (circulated previously) be noted and adopted as follows:

- (i) 11th October 2018
- (ii) 15th November 2018 (tabled)

(d) **Planning Committee**

RESOLVED that the following minutes of the Planning Committee (circulated previously) be noted and adopted as follows:

- (i) 12th September 2018
- (ii) 10th October 2018

Chairman

The meeting ended at 6.49 p.m.

NOTE: These minutes will be confirmed as a correct record at the next meeting of Council.