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North Devon Council
Brynsworthy Environment Centre
Barnstaple
North Devon EX31 3NP

K. Miles
Chief Executive.

POLICY DEVELOPMENT COMMITTEE

A meeting of the Policy Development Committee will be held in the Barum Room - Brynsworthy on **THURSDAY, 13TH FEBRUARY, 2020 at 10.00 am.**

(NOTE: A location plan for the Brynsworthy Environment Centre is attached to the agenda front pages. There are limited car parking spaces in the Visitors parking area. If no spaces are available, please find an alternative space. Please ensure that you enter your name and car registration details in the book in front of the entrance door)

Members of the Policy Development Councillor D. Spear (Chair)
Committee

Councillors Campbell, Crabb, Hunt, Jenkins, Luggar, Mack, Roome, Walker and York

AGENDA

8. Review of Charges and Fees for Services 2020/21. (Pages 5 - 6)
Report by the Head of Resources to the Strategy and Resources Committee on 3rd February 2020 (attached).
 - (a) Minute Extract of the Strategy and Resources Committee held on 3rd February 2020 (attached).

If you have any enquiries about this agenda, please contact Corporate and Community Services, telephone 01271 388253

5.02.20



North Devon Council protocol on recording/filming at Council meetings

The Council is committed to openness and transparency in its decision-making. Recording is permitted at Council meetings that are open to the public. The Council understands that some members of the public attending its meetings may not wish to be recorded. The Chairman of the meeting will make sure any request not to be recorded is respected.

The rules that the Council will apply are:

1. The recording must be overt (clearly visible to anyone at the meeting) and must not disrupt proceedings. The Council will put signs up at any meeting where we know recording is taking place.
2. The Chairman of the meeting has absolute discretion to stop or suspend recording if, in their opinion, continuing to do so would prejudice proceedings at the meeting or if the person recording is in breach of these rules.
3. We will ask for recording to stop if the meeting goes into 'part B' where the public is excluded for confidentiality reasons. In such a case, the person filming should leave the room ensuring all recording equipment is switched off.
4. Any member of the public has the right not to be recorded. We ensure that agendas for, and signage at, Council meetings make it clear that recording can take place – anyone not wishing to be recorded must advise the Chairman at the earliest opportunity.
5. The recording should not be edited in a way that could lead to misinterpretation or misrepresentation of the proceedings or in a way that ridicules or shows a lack of respect for those in the recording. The Council would expect any recording in breach of these rules to be removed from public view.

Notes for guidance:

Please contact either our Corporate and Community Services team or our Communications team in advance of the meeting you wish to record at so we can make all the necessary arrangements for you on the day.

For more information contact the Corporate and Community Services team on **01271 388253** or email **memberservices@northdevon.gov.uk** or the Communications Team on **01271 388278**, email **communications@northdevon.gov.uk**.

North Devon Council offices at Brynsworth, the full address is:
Brynsworth Environment Centre (BEC), Roundswell,
Barnstaple, Devon, EX31 3NP.

Sat Nav postcode is EX31 3NS.

At the Roundswell roundabout take the exit onto the B3232, after about ½ mile take the first right, BEC is about ½ a mile on the right.

Drive into the site, visitors parking is in front of the main building on the left hand side.

On arrival at the main entrance, please dial 8253 for Corporate and Community Services.



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NORTH DEVON COUNCIL

POLICY DEVELOPMENT COMMITTEE: 13TH FEBRUARY 2020

MINUTE EXTRACT OF COUNCIL HELD ON 15TH JANUARY 2020 IN RESPECT OF ITEM 8 ON THE POLICY DEVELOPMENT COMMITTEE AGENDA

94 REVIEW OF CHARGES AND FEES FOR SERVICES 2020/21

The Committee considered a report by the Head of Resources (circulated previously) regarding the review of Charges and Fees for Services 2020/21.

The Head of Resources highlighted the following:

- It was proposed that the fees and charges be increased by 3% which was in line with inflation with the exception of the services outlined in paragraphs 4.3 to 4.8 in the report.

In response to questions, the Head of Resources advised the following:

- The review of the Trade Waste Service from Holiday homes had been reviewed replacing the weekly collections with fortnightly collections. This was to align the service with others part of the Waste and Recycling service. However, clarification would be sought as to whether customers had been consulted on the proposed changes to the frequency of collections and the reason for the proposed change. This information would be presented to the Policy Development Committee at its meeting on 13th February 2020 and circulated to Councillors prior to Council on 26th February 2020.
- The charges for the collection of Trade Waste were still competitive. The Trade Service would be reviewed as part of the Works and Recycling Service Plan for 2020/21 to ensure that the service was more efficient and fees covered the costs of the provision of the service. Once this review had been completed work would be undertaken to promote the service.
- The Barnstaple Town Centre Manager sat on the Pannier Market Traders Committee. There was currently no Councillor appointed to the Committee.

The Chief Executive advised that previously the Leader of the Council informally sat on the Pannier Market Traders Committee and that a formal appointment of a representative on the Committee would be made if required.

RECOMMENDED:

- (a) That there be a 3% increase in fees for 2020/21 financial year, for the following services:

Allotments – Appendix A
Trade Waste – Appendix C
Cemetery fees – Appendix F
Sports pitches – Appendix G
Pannier Market Charges (subject to consultation with the traders committee)

Appendix H
Bulky Collections – Appendix I

- (b) That the remaining fees be varied by the elements outlined in paragraphs 4.3 to 4.8 in the report.