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

K. Miles
Chief Executive.

To: All Members of the Council
and Chief Officers

NOTE: PLEASE NOTE THAT PRAYERS WILL BE SAID AT 6.25 P.M. PRIOR TO THE COUNCIL MEETING FOR ANY MEMBER WHO WISHES TO ATTEND

COUNCIL MEETING

YOU ARE HEREBY SUMMONED to attend a meeting of **NORTH DEVON COUNCIL** to be held in the Virtual - Online meeting on **WEDNESDAY, 25TH NOVEMBER, 2020 at 6.30 pm.**

A handwritten signature in black ink, appearing to read 'K. Miles', written in a cursive style.

Chief Executive

AGENDA

19. Appointment of Committees for 2019/20 (Pages 5 - 10)
Report by Chief Executive (attached).

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

17.11.20

GUIDANCE NOTES FOR RULES OF DEBATE AT MEETINGS OF COUNCIL

Part 4, Council Procedure Rules of the Constitution

The basics

At a meeting of Full Council, Members shall stand when speaking unless unable to do so and shall address the Chair.

While a Member is speaking, other Members shall remain seated unless rising for a point of order, a point of information or in personal explanation.

No speeches may be made after the mover had moved a proposal and explained the purpose of it until the motion has been seconded.

Unless notice of motion has already been given, the Chair may require it to be written down and handed to him before it is discussed.

When seconding a motion or amendment, a member may reserve their speech until later in the debate.

Speeches must be directed to the question under discussion or to be personal explanation or point of order.

A speech by the mover of a motion may not exceed 5 minutes without the consent of the Chair.

Speeches by other Members may not exceed 3 minutes without the consent of the Chair, unless when the Council's annual budget is under discussion, the leader of each political group on the Council may speak for up to 5 minutes or such longer period as the Chair shall allow.

The rules of Question Time

At a meeting of the Council, other than the Annual meeting, a Member of the Council may ask the Leader or the chair of a committee any question without notice upon an item of the report of a committee when that item is being received or under consideration by the Council.



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 Brynsworthy, the full address is:
Brynsworthy 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.



NORTH DEVON COUNCIL

REPORT TO: COUNCIL

Date: 25th November 2020

TOPIC: APPOINTMENT OF COMMITTEES FOR 2019/20

REPORT BY: CHIEF EXECUTIVE

1. Appointments are required to the following standing committees which are required to reflect the political composition of the Council:

Table 1 - Politically Balanced Committees					
	Number of Cllrs	Liberal Democrat	Conservative	Independent	Green Group
Building Control Joint Committee	2	1	1		
Governance Committee (see note below)	9	5	2	2	0
Harbour Board	4	2	1	1	0
Licensing and Community Safety Committee	15	7	4	3	1
North Devon Crematorium Joint Committee	7	4	2	1	0
Planning Committee	15	6	4	5	0
Policy Development Committee (see note below)	10	5	2	2	1
Strategy and Resources Committee (see note below)	11	5	3	2	1
Total	73	35	19	16	3

Notes on Table 1:

Seats have been allocated to political groups in accordance with the rules laid down in the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations 1990.

Governance Committee

- Cannot include Strategy and Resources Committee Members.

Strategy and Resources Committee:

- The Chair of this Committee shall be the Leader of the Council and membership will include all Group Leaders where political balance allows.

Policy Development Committee

- The Chair of the Committee may not be a Member of the Strategy and Resources Committee.

2. In addition 9 appointments are required to a Reserve List of members from which any substitutes required to sit on the Planning Committee shall be drawn, provided that Council will ensure so far as is practicable that the composition of the Reserve List reflects the political balance on Full Council.

TABLE 2					
Reserve list for Planning Committee substitutions					
	Number of Cllrs	Liberal Democrat	Conservative	Independent	Green Group
Planning	9	5	2	2	0

Table 3				
Group Nominations to Committees:	Liberal Democrat	Conservative	Independent	Green Group
Building Control Joint Committee	○ Tucker	○ Yabsley		
Governance Committee	○ Bushell ○ Phillips ○ Roome ○ Topps ○ Walker	○ Jenkins ○ Luggar	○ Campbell ○	
Harbour Board	○ Fowler ○ Wilkinson	○ Turton	○ Campbell	
Licensing and Community Safety Committee	○ Cann ○ Hunt ○ Orange ○ D. Spear ○ E. Spear ○ Tucker ○ York	○ Bulled ○ Chesters ○ Henderson ○ Luggar	○ Biederman ○ Campbell ○ Gubb	○ Mack

Table 3					
Group Nominations to Committees:	Liberal Democrat	Conservative	Independent	Green Group	
North Devon Crematorium Joint Committee	<ul style="list-style-type: none"> ○ Cann ○ Lovering ○ Phillips ○ Walker 	<ul style="list-style-type: none"> ○ Bulled ○ Davis 	<ul style="list-style-type: none"> ○ Gubb 		
Planning Committee	<ul style="list-style-type: none"> ○ Davies ○ Fowler ○ Leaver ○ D. Spear ○ E. Spear ○ Tucker 	<ul style="list-style-type: none"> ○ Chesters ○ Crabb ○ Luggar ○ Yabsley 	<ul style="list-style-type: none"> ○ Gubb ○ Lane ○ Ley ○ Mackie ○ Prowse 		
Policy Development Committee	<ul style="list-style-type: none"> ○ Hunt ○ Roome ○ D. Spear ○ Walker ○ York 	<ul style="list-style-type: none"> ○ Jenkins ○ Luggar 	<ul style="list-style-type: none"> ○ Campbell ○ 	<ul style="list-style-type: none"> ○ Mack 	

Table 3				
Group Nominations to Committees:	Liberal Democrat	Conservative	Independent	Green Group
Strategy and Resources Committee	○ Knight	○ Crabb	○ Patrinos	○ Pearson
	○ Lofthouse	○ Henderson	○ Prowse	
	○ E. Spear	○ Yabsley		
	○ Wilkinson			
	○ Worden			
Planning Committee Reserve List for substitutions	○ Bushell	○ Barker	○ Biederman	
	○ Hunt	○ Jenkins	○ Campbell	
	○ Lofthouse			
	○ Phillips			
	○ Worden			

Author: Ken Miles/Bev Triggs

Date: 23 November 2020

Reference: T:\Democratic\Committee\Reports\Council\2020.11.25\2020.11.25 Appointments Council - supplementary document.doc

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