



## Public Document Pack

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', is written over a light blue horizontal line.

**Chief Executive**

### **AGENDA**

13. Questions by Members (Pages 5 - 6)  
Questions to the Leader or the Chair of a Committee submitted under Part 4, Council Procedure Rules, paragraph 10.4 of the Constitution.

**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

COUNCIL: 25 NOVEMBER 2020

### QUESTIONS TO THE LEADER OR THE CHAIR OF A COMMITTEE SUBMITTED UNDER PART 4 COUNCIL PROCEDURE RULES, PARAGRAPH 10.4 OF THE CONSTITUTION

#### Questions for the Leader

1. **Question from Councillor Hunt** “Can we do something to help those who are desperate for a food voucher to be able to get one from the Council? At present the front desks are closed and people are struggling to get vouchers.”

**Leader’s response:** “You are right Cllr Julie Hunt in drawing this to our attention as the number of people struggling financially is rising. In Devon as a whole one in eight people of working age – from 16 to 64 – are now on Universal Credit. In North Devon it is about one in seven or 14% and has doubled since March and the threat of homelessness, hunger and debt is very real for many people at this time. I know that you and the North Devon food banks have been doing a great job in responding to those in genuine need and the public have been generous in their donations of food. The challenge we have is that as many of our staff as possible are working from home rather than coming into their offices. Exactly what we will be able to do depends partly on what Tier we will be in from next week and whether we can open our front desks. We also have the problem that some of our staff are self-isolating because of Covid. We will look into what can be done and discuss it with you as a matter of urgency.”

2. **Question from Councillor Hunt** “What is happening about the homeless this winter as I am concerned about their safety during the cold weather? Last year we had ‘Safe sleep’. What are we replacing it with?”

**Leader’s response:** “Thank you for this question Cllr Julie Hunt. It is a very important one and the Housing Team is working on a variety of solutions as we are in a very unusual scenario this year. Dormitory type accommodation is virtually impossible this year because of the coronavirus situation and regulations. What we are working on includes the following : -

- a. Licensing Beaufort flats from North Devon Homes. This will provide eight units of accommodation for rough sleepers and will hopefully provide a stepping stone to move at least some on to supported accommodation.

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- b. We have two self contained pods on the way and so with the Salvation Army one will have three available this winter.
- c. We are planning to lease a shared house property which will provide accommodation for several of those in need.
- d. We have secured two units of supported accommodation at Alabare Christian Care in Bideford.
- e. For our statutory demand we will be using Boyton House (the old women's refuge) in Barnstaple.
- f. A proposal to lease Victoria House from the Pickwell Foundation will be coming to committee shortly.

The Housing Team are conscious that demand is increasing and it isn't going to be easy monitoring all the provisions which we are putting in place but I can assure you that they are working extremely hard to make it all work during this difficult time."