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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 5.55 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 Barum Room - Brynsworthy on **WEDNESDAY, 15TH MARCH, 2023 at 6.30 pm.**

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

Chief Executive

AGENDA

14. Outside Bodies - Report by Appointees (Pages 7 - 8)
Report by Head of Governance (attached).

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

7.03.23

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. Members of the public that attend meetings must be aware that these meetings are open to the public and so therefore both individuals and the Council itself have the right to record the meeting. The Council understands that some members of the public attending its meetings may not wish to be filmed. The Chair of the meeting will make sure any request not to be filmed 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 Chair 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 recording should leave the room ensuring all recording equipment is switched off.
4. Any member of the public has the right not to be filmed. We ensure that agendas for, and signage at, Council meetings make it clear that recording can take place – anyone not wishing to be filmed must advise the Chair at the earliest opportunity to allow them to be directed to an area in the room where they will not be caught on camera. Subject to paragraphs 1, 2 and 3 above, audio recordings shall be permitted at all times during public meetings.
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.

All public meetings held at Brynsworthy Environment Centre are held on the ground floor and are accessible through the main entrance to the building or via a ramp located adjacent to the main entrance





REPORT TO:

Date: 6TH MARCH 2023

**OUTSIDE BODY:
CHULMLEIGH
TOWN HALL
COMMITTEE**

REPORT BY: Councillor KEVIN DAVIES

1 ACTIVITY

1.1 The committee have met three times formally during the year including the AGM although most of the committee will meet informally, sharing ideas and resolving various issues on a weekly basis. I am now a Trustee and have been elected as the Vice Chair and re-elected as the Health & Safety Officer. I am pleased to report a 6th member has recently joined the committee and we all look forward to a busy year and fulfilling our purpose as best we can.

2 PURPOSE

2.1 The Committee are responsible for the general management and control of the Trust Premises being the Town Hall. The Committee make and alter the Rules and Regulations for the conduct of its business and for the summoning and conduct of its meetings and in particular with reference to: the terms and conditions upon which the Trust Premises may be used; the appointment of an Auditor, Treasurer and officers and their terms of office; the engagement and dismissal of such paid officers and servants for the Trust Premises and the number of members who shall form a quorum at its meetings.

The Town Hall is held upon trust for the purpose of physical and mental training and recreation and social moral and intellectual development through the medium of reading and recreation rooms, library lectures, classed recreations and entertainments or otherwise as may be found expedient for the benefit of the inhabitants of the Parish of Chulmleigh and its immediate vicinity without distinction of sex or of political, religious or other opinions.

2.2 The Town Hall is a publically accessible 'hub venue' in the centre of Chulmleigh. It hosts and promotes numerous activities including for education, social engagement and leisure & fitness. I am in no doubt that the body engages and furthers the interests, quality of life, well-being and development of the community. Involvement with the body aligns with the councils priority areas.

3 ACHIEVEMENTS

3.1 The Town Hall continues to attract a myriad of users and groups from all sectors of the community. These include the following: Parish Council Meetings, Board Games, the Police, Chulmleigh Old Fair, Chulmleigh Floral Art Club, Sunday Lunch Club, Life Drawing Class, Line Dancing, CAMEO and Circle of Friends.

Coffee Mornings are held on Saturdays. These are available to and run by local groups, clubs and charities. These include: Chulmleigh and Chawleigh Churches, local sports clubs (tennis, table tennis, football, cricket, badminton, bowls etc), other clubs (Pre-School, Cubs, Scouts etc), Garden Society, Chulmleigh Recreation Association, Chulmleigh Old Fair and North Devon Hospice.

Various seasonal events are held in particular for Christmas and The Chulmleigh Old Fair. Pancake day is a favourite and there have been a number of fund raising events to support Ukraine and more recently for Syria and Turkey following the earthquake.

3.2 The usage is stable and has risen in recent months with two new weekly users being the Board Games & Soup (warm space) and Life Drawing Classes. The Chulmleigh Town Hall Committee remains financially sound.

4 THE FUTURE

4.1 The body is effective in trying to meet its aims.

4.2 At this time I do not see that it is necessary for the council to make a further appointment to the body.

5 OTHER

5.1 The committee has been awarded grant funding of £6000 from s106 funds for a Town Hall Enhancement Project being the provision of acoustic insulation to separate the upper and lower halls. This will enable the halls to be used at the same time with disturbance.

5.2 The committee are looking at other enhancement projects that include the provision of solar pv and insulating/ vaulting the roof space to expose the king post trusses.