



## 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 5.55 P.M. PRIOR TO THE COUNCIL MEETING FOR ANY MEMBER WHO WISHES TO ATTEND**

### **ANNUAL COUNCIL MEETING**

**YOU ARE HEREBY SUMMONED** to attend a Annual meeting of **NORTH DEVON COUNCIL** to be held in the Barum Room - Brynsworthy on **THURSDAY, 18TH MAY, 2023 at 2.30 pm.**

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

**Chief Executive**

### **AGENDA**

10. Appointments to Outside Bodies (Pages 7 - 8)  
Report by Head of Governance (attached). (Amended Appendix)

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

10.05.23

## **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](mailto:memberservices@northdevon.gov.uk) or the Communications Team on **01271 388278**, email [communications@northdevon.gov.uk](mailto: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



# Agenda Item 10

Outside Body	Number of Representative(s)	Notes For Consideration
Barnstaple and District Chamber of Commerce	1	
Barnstaple Town Centre Management	2	
Barnstaple Youth House Association	1	
Braunton Marsh Internal Drainage Board	3	
The Bridge Trust	2	
Chulmleigh Town Hall Committee	1	
Citizen's Advice (Torrige, North Devon, Mid Devon and Bude)	1	
Combe Martin Business Association	1	
Campaign for the Protection of Rural England (CPRE)	1	
Devon and Cornwall Police Crime Panel	1	
Devon Districts Forum	2 (1 Member and 1 Officer)	
Devon Rail Forum (formerly Devon and Exeter Rail Project Working Party)	1	Member appointed believes that this appointment is not relevant to NDC interests.
Devon Waste Reduction and Recycling Committee	1	
District Council's Network Assembly	1	
Exmoor National Park Authority	2	
Go North Devon	1	

# Agenda Item 10

Ifracombe and District Business Tourism Association	1	It has been previously noted by appointed Members that they did not think this appointment was relevant to NDC interests.  IDBTA was contacted and believe that a Member being appointed to them is desired.
North Devon Against Domestic Abuse	1	
Northern Devon Areas of Outstanding Natural Beauty	1	
North Devon Athenaeum	1	
North Devon Biosphere	1	
Northern Devon Growth Board	1	
North Devon County Locality Committee  <i>(This meeting follows immediately after HATOC)</i>	3	
North Devon Highways and Transport Orders Committee	3	
North Devon Voluntary Services	1	
One Barnstaple	1	
PATROL	1	
Safer North Devon Community Safety Partnership Board	1	
South West Provincial Council for Local Authority Services	1	
Trustees of Pilton Charities	1	This Outside Body has previously appointed by Mr Cameron, who has retired from this position as of April 2023.
Woolacombe and Morteohoe Tourism Association	1	