



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

K. Miles
Chief Executive.

To: All Members of the Council
and Chief Officers

COUNCIL MEETING

YOU ARE HEREBY SUMMONED to attend a meeting of **NORTH DEVON COUNCIL** to be held in the G107, 1st Floor, South West Institute Development Building, Petroc, Barnstaple - Petroc College on **WEDNESDAY, 4TH OCTOBER, 2023 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

1. Apologies for absence
2. To approve as a correct record the minutes of the meeting held on 19 July 2023 (attached)
3. Chair's announcements
4. Business brought forward by or with the consent of the Chair
5. Replies to any questions submitted by the Public and/or to receive Petitions under Part 4, Council Procedures Rules, Paragraphs 8 and 9 of the Constitution
6. To consider motions of which notice has been submitted by Members in accordance with Part 4, Council Procedure Rules, Paragraph 11 of the Constitution
 - (a) To consider the following notice of motion received from Councillor Patrinos

“The Mobile Library Service

This council recognises the huge importance of the mobile library service across the whole of North Devon. To help lift our communities out of poverty, deprivation, isolation and loneliness we should be increasing access to books, not removing them.

We request that Devon County Council rethinks their decision to close the service across Devon and seeks a way to replace the mobile library vans. We ask that DCC explores future possibilities of the mobile service which will further enhance lives for our rural communities.”

(b) To consider the following notice of motion received from Councillor Wilkinson

“Call For An Independent Review Of Water Authorities

At the recent meeting of the LGA Coastal Issues Bathing Water Quality group concern was expressed about reports of the continued practice of discharging raw sewage into our waterways and coastline. Incidents such as the stomach upsets experienced by 45 of the competitors in the Sunderland Triathlon following their swim to the raw sewage discharge at Harlyn Bay in Cornwall indicate that this is a nationwide problem and involves all of the water authorities. In North Devon there have been several occasions this Summer when poor water quality has triggered the Pollution Risk Forecast.

This motion seeks North Devon Council’s support to there being an immediate independent review of all Water Authorities.”

7. Declarations of Interest

(NB. Members only need to re-declare any interests previously declared at Committee and Sub-Committee meetings if the item is discussed at Council).

8. Chair's replies to any questions to Council by Members submitted under Part 4, Council Procedures Rules, Paragraph 10 of the Constitution

9. To agree the agenda between Part 'A' and Part 'B' (Confidential Restricted Information).

PART A

10. **Report of the Leader of the Council** (Pages 11 - 12)

Report by Leader of the Council (attached).

11. **Questions by Members**

Questions to the Leader or the Chair of a Committee submitted under Part 4, Council Procedure Rules, paragraph 10.4 of the Constitution.

12. **Making of the Braunton Neighbourhood Plan** (Pages 13 - 22)

Report by Head of Place, Property and Regeneration (attached).

13. **Performance and Financial Management Quarter 1 2023/24** (Pages 23 - 54)

Report by Director of Resources and Deputy Chief Executive to the Strategy and Resources Committee on 4 September 2023 (attached).

(a) Report of the Policy Development Committee

To receive the report of the Policy Development Committee held on 14 September 2023 (to follow).

(b) Report of meeting of the Strategy and Resources Committee (Pages 55 - 56)

To receive the report of the Strategy and Resources Committee held on 4 September 2023 (attached).

14. **Change of date of future Council meeting - February 2024**

To consider whether to change the date of the meeting of Council that was scheduled to be held on Wednesday 28 February 2024 at 6.30 pm to be held on Wednesday 21 February 2024 at 6.30 pm instead as the original date will have an impact on issuing the Council Tax bills.

15. **Half Yearly Report from the Chair of the Governance Committee** (Pages 57 - 60)

Report by the Chair of Governance Committee (attached).

16. **Minutes of Committees**

Council is recommended to note the schedule of Committee minutes and approve recommendations as listed below:

(a) Building Control Joint Committee (Pages 61 - 64)

(i) 10 August 2023

(b) Harbour Board (Pages 65 - 78)

(i) 8 August 2023

- a. Minute 6: Appointment of two Independent Representatives to the Harbour Board
- b. Minute 8: Ilfracombe Harbour Consultative Forum
- c. Minute 12: Future Projects

(c) Planning Committee (Pages 79 - 94)

(i) 27 July 2023

(ii) 9 August 2023

(iii) 6 September 2023

(d) Policy Development Committee

(i) 14 September 2023 (to follow)

- (e) Strategy and Resources Committee (Pages 95 - 114)
 - (i) 4 September 2023
 - a. Minute 34 (c): Section 106 report
 - (ii) 2 October 2023 (to follow)
 - a. Approval and Release of Section 106 Public Open Space Funds - Ilfracombe

PART B (CONFIDENTIAL RESTRICTED INFORMATION)

Nil.

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

26.09.23

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.

Room G107 is located on the first floor of the South West Institute Development building at Petroc, Old Sticklepath Hill, Barnstaple, Devon EX31 2BQ. A lift is available to the first floor.

The following page shows a location plan of Petroc.

G Block on the plan indicates the South West Institute Development building.

Parking

Point 5 on the plan indicates the short stay car park which is located adjacent to the South West Institute Development building which is free to park after 5.00 p.m.

Cycle Racks

Covered cycle racks are located on the grassed area opposite Petroc's main reception, before the Lifestyle building.

Bus Routes

Stops in **Sticklepath Hill** (East bound) bus service 310
Wrey Arms (West bound) bus services 5B, 21, 21A, 21C, 62C, 322, 386, 646, 815, 821, 903, 921
([Sticklepath, Barnstaple – Bus Times](#))

Fire evacuation procedures

Fire evacuation procedures - Upon hearing a constant 2-tone alarm, please leave the building via your nearest marked fire exit and make your way to the nearest assembly point which is the short stay car park (Point 5 on the map). Lifts are not to be used. Please do not take time to pick up personal belongings and leave the building promptly.

