

At the Annual Meeting of the **WEST DEVON BOROUGH COUNCIL** held in the **COUNCIL CHAMBER, KILWORTHY PARK, TAVISTOCK** on **TUESDAY** the **3rd** day of **OCTOBER 2023** at **4.00pm** pursuant to Notice given and Summons duly served.

Members in attendance

- * Denotes attendance
- ∅ Denotes apology for absence
- ** Denotes attendance via Teams

* Cllr L Daniel – The Mayor (In The Chair)

* Cllr K Ball	* Cllr T Leech
∅ Cllr A Blackman	* Cllr U Mann
* Cllr A Bridgewater	* Cllr J Moody
* Cllr M Calder	* Cllr C Mott
* Cllr M Casbolt	* Cllr R Oxborough
∅ Cllr R Cheadle	* Cllr M Renders
* Cllr A Cunningham	* Cllr I Saxby
* Cllr L Daniel	* Cllr D Sellis (Deputy Mayor)
* Cllr G Dexter	* Cllr T Southcott
* Cllr C Edmonds	* Cllr P Squire
* Cllr J Elliott	* Cllr P Vachon
* Cllr M Ewings	* Cllr N Viney
* Cllr S Guthrie	* Cllr S Wakeham
* Cllr A Johnson	∅ Cllr L Watts**
* Cllr N Jory	* Cllr C West
* Cllr P Kimber	

Officers in attendance

Chief Executive, Director – Strategy & Governance; Monitoring Officer; Democratic Services Manager, Assistant Director – Strategy & Organisational Development (via Teams); Head of Revenues & Benefits (via Teams); and Head of Finance (via Teams)

CM 35/23 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Blackman, Cheadle and Watts, who joined the meeting in a non-voting capacity via Teams.

CM 36/23 CONFIRMATION OF MINUTES

It was moved by Cllr Ewings, seconded by Cllr Renders and upon the motion being submitted to the Meeting was declared to be **CARRIED** and **“RESOLVED** that the Council agree the Minutes of the 18 July 2023 meeting.”

CM 37/23 DECLARATIONS OF INTEREST

The Mayor invited Members to declare any interests in the items of business to be considered during the course of the meeting and these were recorded as follows:

Having previously sought the advice of the Monitoring Officer, Cllr T Leech declared a personal interest in agenda item 10: '*Okehampton and Sydenham Damerel Community Governance Reviews – Initial Submissions*' (Minute CM 44/23 below refers) by virtue of being a serving Okehampton Town Councillor and proceeded to remain in the meeting during the debate, but abstain from the vote, on this agenda item.

CM 38/23 BUSINESS BROUGHT FORWARD BY THE MAYOR

The Mayor proceeded to inform the meeting of:

(a) Mayor's Young Persons Environment Award

The Mayor took pleasure in advising those present that Okehampton Brownies had won her inaugural 'Mayor's Young Persons Environment Award' for September.

(b) King Charles III's Coronation

The Mayor stated that the Council had recently received a card from King Charles III formally thanking Members for their congratulations following his Coronation.

CM 39/23 PUBLIC QUESTIONS

The Mayor informed the Meeting that no Public Questions had been received in accordance with the Council Procedure Rules.

CM 40/23 QUESTIONS ON NOTICE

Members noted that no Questions on Notice had been received from the membership in accordance with the Council Procedure Rules.

CM 41/23 MOTIONS ON NOTICE

The Mayor advised that one Motion on Notice had been received from the membership in accordance with the Council Procedure Rules.

(a) By Cllr C Mott:

'With West Devon's long connection with the armed forces within the Borough, in particular the army, this council formally reaffirms its commitment to the Armed Forces Covenant and support to the Armed Forces Community. The council recognises the contribution that Service Personnel, both regular, reservist, veterans' and their families make to our council, community, and country.'

In order to support this, we will formally apply for the bronze level in The Defence Employer Recognition Scheme and appoint a Member to become a spokesperson for this worthy cause.

In her introduction, Cllr Mott made reference to:

- having had the honour of attending several military functions on behalf of the Council. Cllr Mott informed that one such event had been the Lord Lieutenant of Devon's Awards Ceremony where members of the community who worked or volunteered within the reserves and cadets were recognised for their hard work. At the Ceremony, businesses were recognised with Silver Awards under the Defence Employer Recognition Scheme if they had demonstrated notable support for all in the Defence community. Finally at the Ceremony, appointments of the Lord Lieutenant's Cadets were announced and to hear them speak in person of their achievements had been a real privilege;
- this Motion on Notice having been brought forward due to the importance of the Council formally recognising the contribution our Armed Services make to society, the sacrifices made and the difficulties that some had in returning to civilian life;
- the covenant was a promise from the nation to all those who served and specifically stated that: *'we will do all we can to ensure they are treated fairly and are not disadvantaged in their day to day lives'* and the Motion sought to reaffirm the support of the Borough Council and promote our commitment to support the Devon Forces Family website and directed users to help and support in the wider region;
- the Motion intending to take that commitment one step further and sign the Council up for the bronze level in the Defence Employer Recognition Scheme. To obtain this level, the Council will need to, in addition to signing the covenant, commit to:
 - o support the armed forces, including existing or prospective employees who are members of the community; and
 - o promoting being armed forces-friendly and being open to employing reservists, armed forces veterans (including the wounded, injured and sick, cadet instructors and military spouses and partners; and
- her hope that Members could be formally appointed to serve as the Council's:
 - o Armed Forces Champion for the Armed Forces Covenant; and
 - o Lead Member for the SSAFA (Soldiers', Sailors' and Airmen's Families Association).

During the ensuing debate, there was widespread support expressed for the Motion and the following Member nominations were **PROPOSED** and **SECONDED**:

- That Cllr R Oxborough be appointed as the Council's Armed Forces Champion for the Armed Forces Covenant; and
- That Cllr K Ball be appointed as the Council's lead Member for the SSAFA.

Having received these nominations, both Members expressed their thanks and set out their commitment to fulfilling these roles to the best of their abilities.

It was then proposed by Cllr C Mott, seconded by Cllr M Ewings and upon being submitted to the Meeting was declared to be **CARRIED** and **"RESOLVED** that, with West Devon's long connection with the armed forces within the Borough, in particular the army, this council formally reaffirms its commitment to the Armed Forces Covenant and support to the Armed Forces Community. The council recognises the contribution that Service Personnel, both regular, reservist, veterans' and their families make to our council, community, and country. In order to support this, we will formally apply for the bronze level in The Defence Employer Recognition Scheme and appoint Members to the following roles:

- That Cllr R Oxborough be appointed as the Council's Armed Forces Champion for the Armed Forces Covenant; and
- That Cllr K Ball be appointed as the Council's lead Member for the SSAFA.

(NB. these appointments will initially be for the 2023/24 Municipal Year and, for the purposes of the Scheme of Members Allowances, will be considered to be 'Approved Duties')."

CM 42/23 MINUTES OF COMMITTEES

(a) Development Management & Licensing Committee – 18 July and 5 September 2023

It was moved by Cllr T Southcott, seconded by Cllr P Squire and upon being submitted to the Meeting was declared to be **CARRIED** and **"RESOLVED** that the Minutes of the meetings held on 18 July 2023 and 5 September 2023 be received and noted."

(b) Audit & Governance Committee – 25 July 2023

It was moved by Cllr G Dexter, seconded by Cllr M Renders and upon being submitted to the Meeting was declared to be **CARRIED** and **"RESOLVED** that the Minutes of the meeting held on 25 July 2023 be received and noted."

(c) Overview & Scrutiny Committee – 25 July 2023

It was moved by Cllr P Kimber, seconded by Cllr A Johnson and upon being submitted to the Meeting was declared to be **CARRIED** and **“RESOLVED** that the Minutes of the meeting held on 25 July 2023 be received and noted.”

(d) Hub Committee – 19 September 2023

It was moved by Cllr M Ewings, seconded by Cllr M Renders and upon being submitted to the Meeting was declared to be **CARRIED** and **“RESOLVED** that the Minutes of the meeting held on 19 September 2023 be received and noted.”

In respect of Recommendation:

HC 15/23 Supporting Our Care Leavers: Council Tax

It was noted that this item was to be considered at agenda item 9 later in the meeting (Minute CM 43/23 below refers).

CM 43/23 SUPPORTING OUR CARE LEAVERS: COUNCIL TAX

A report was considered that sought approval for the adoption of a Council Tax Discount Scheme relating to Care Leavers.

During the ensuing discussion, the following points were raised:

- (a) Members welcomed the leading role that had been taken on by the Council in the development of this Scheme and expressed their full support for its approval;
- (b) With regard to funding the Scheme, it was noted that the Borough Council proportion would be funded from the Borough Council’s share of the Council Tax Collection Fund surplus.

It was then proposed by Cllr M Ewings, seconded by Cllr P Squire and upon being submitted to the Meeting was declared to be **CARRIED** and **“RESOLVED** that, with effect from 1 October 2023, the Council Tax Discount Scheme for Care Leavers, as presented at Appendix A of the published agenda report be adopted.”

CM 44/23 OKEHAMPTON & SYDENHAM DAMEREL COMMUNITY GOVERNANCE REVIEWS - INITIAL SUBMISSIONS

In line with Stage 3 of the adopted Terms of Reference, Members considered the report of the People and Communities Hub Advisory Group regarding the two Community Governance Reviews currently being undertaken within the Borough.

The report set out the recommendations of the Advisory Group on the next steps to be taken, following its review of the initial submissions received during the first public consultation phase of each respective Review.

During the ensuing discussion, clarity was sought over the boundary lines contained within Appendix A of the published agenda papers and it was then proposed by Cllr A Bridgewater, seconded by Cllr M Ewings and upon being submitted to the Meeting was declared to be **CARRIED** and **"RESOLVED** that :

1. the initial submissions received on the Community Governance Reviews for Okehampton and Sydenham Damerel be noted;
2. a second public consultation exercise be undertaken on the following proposals:

Okehampton

Option 1 – that the existing parish boundaries of Okehampton Town Council and Okehampton Hamlets Parish Council be amended in line with Appendix A of the presented agenda report; and

Option 2 – that the status quo be retained in relation to the parish boundaries of Okehampton Town Council and Okehampton Hamlets Parish Council.

Sydenham Damerel

That the Parish Council be abolished and replaced by a 'Parish Meeting' form of governance; and

3. in line with the adopted Terms of Reference as presented at Appendix B of the published agenda report, the final Review recommendations be considered by the People & Community Hub Advisory Group and presented back to the Full Council meeting to be held on 20 February 2024."

CM 45/23 APPOINTMENTS TO OUTSIDE BODIES - TAVI BID

Members considered a report that sought approval of the nomination and appointment of a Member of the Council to serve on the 'Tavistock Business Improvement District Board' Outside Body.

During the ensuing discussion, support was expressed for the proposals and, as the nominated Member representative, Cllr Jory thanked Members for their support and committed to adding value to what he considered to be a very important role.

It was then proposed by Cllr Ewings, seconded by Cllr Ball and upon being submitted to the Meeting was declared to be **CARRIED** and **"RESOLVED** that

1. the Lead Hub Committee Member for Economy be appointed as the Council's representative on the 'Tavistock Business Improvement District Board' Outside Body; and
2. that, for the purposes of Members' Allowances, attendance at meetings of this Body be regarded as an 'approved duty'."

(The Meeting terminated at 4.40 pm)

Mayor