

Date: 28 November 2011  
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Our Reference: DV



To: Members of the Council  
Honorary Aldermen  
Chief Executive  
Deputy Chief Executives

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Dear Sir/Madam

Meeting of the Council of the District of East Devon on  
Wednesday 7 December 2011 at 6.30 pm

You are called upon to attend the above meeting to be held in the Council Chamber, Knowle, Sidmouth. It is proposed that the matters set out on the agenda below will be considered at the meeting and resolution or resolutions passed as the Council considers expedient.

**Members of the public are welcome to attend the meeting which will start at 6.30 pm.**

- **A period of 15 minutes has been provided at the beginning of the meeting to allow members of the public to raise questions.**
- **All individual contributions will be limited to 3 minutes – where there is an interest group of objectors or supporters, a spokesperson should be appointed to speak on behalf of group.**
- **The public is advised that the Chairman has the right and discretion to control questions to avoid disruption, repetition - to make best use of the meeting time.**

**Written Questions by Members: Please note that under Procedure Rule 9.2, Councillors may now submit written questions to Council to Leader or specific Portfolio Holders.**

**A hearing loop system will be in operation in the Council Chamber.**

Councillors and members of the public are reminded to switch off mobile phones during the meeting. If this is not practical due to particular circumstances, please advise the Chairman in advance of the meeting.

Yours faithfully

A handwritten signature in black ink, appearing to read "Mark Williams".

Chief Executive

- 1 The Chairman to invite the Reverend Robin Laird to open the meeting with a prayer.

2 Public question time – standard agenda item (15 minutes)

Members of the public are invited to put questions to the Council through the Chairman. (The process is set out in the front of the agenda).

Councillors also have the opportunity to ask questions of the Leader and/or Portfolio Holders during this time slot whilst giving priority at this part of the agenda to members of the public.

3 To confirm as a true record the minutes of the meeting of the Council held on 12 October 2011.

4 Apologies.

5 To receive any announcements from the Chairman.

6 To agree any items to be dealt with after the public (including the press) have been excluded. There are no items which Officers recommend should be dealt with in this way.

7 To answer questions asked by Members of the Council pursuant to Procedure Rules No 9.2 and 9.5.

8 To consider reports from the Cabinet and the Council's Committees and to receive questions and answers on any of those reports:-

Cabinet	Minutes	101-*
†Overview and Scrutiny Committee	Minutes	26-41
Development Management Committee	Minutes	22-42
Planning Inspections Committee	Minutes	7-8
Standards Committee	Minutes	1-9
Audit and Governance	Minutes	9-16
Licensing and Enforcement Committee	Minutes	7-12
Licensing and Enforcement Sub Committee	Minutes	23-30

†The recommendations of the meetings of the Overview and Scrutiny Committees have already been referred to the Cabinet for consideration.

\*The minutes of the Cabinet meeting of 30 November 2011 will be issued under separate cover.

9 Changes to Exmouth Combined Facilities (Leisure) Forum

To consider a request to change the current arrangement of an Exmouth Combined Facilities (Leisure) Forum to 2 Forum, namely:

Exmouth Combined Tennis/Sports Centre Partnership Forum (nominees are Councillors David Chapman, Trevor Cope and Pauline Stott).

Exmouth Pavilion/Performing Arts Partnership Forum (nominees are Councillors Geoff Chamberlain, Vivien Duval Steer and Pauline Stott, with Councillor David Chapman as substitute member and Councillor John O'Leary (Culture Champion) being invited to attend in a non-voting capacity.)

10 Presentation – East Devon Transport, Research and Information Project (TRIP)

Neil Hurlock (TRIP Manager) and Val Royle (TRIP Chairman) to outline the work of TRIP within the community and to explain the new Befriending Service.

11 Presentation – Business Information Point (BIP)

The Portfolio Holder – Economy to introduce David Hinshelwood and Petra Davies, representatives from BIP and invite them to outline their work in helping small businesses within East Devon.

Members remember!

- You must declare the nature of any personal or prejudicial interests in an item whenever it becomes apparent that you have an interest in the business being considered.
- Where you have a personal interest because the business relates to or is likely to affect a body of which you are a member or manager as an EDDC nominee or appointee, then you need only disclose the interest when (and if) you speak on the item. The same rule applies if you have a personal interest in relation to a body exercising functions of a public nature.
- Make sure you say the reason for your interest as this has to be included in the minutes.
- If your interest is prejudicial you must leave the room unless you have obtained a dispensation from the Council's Standards Committee or where Para 12(2) of the Code can be applied. Para 12(2) allows a Member with a prejudicial interest to stay for the purpose of making representations, answering questions or giving evidence relating to the business but only at meetings where the public are also allowed to make representations. If you do remain, you must not exercise decision-making functions or seek to improperly influence the decision; you must leave the meeting room once you have made your representation.

## Getting to the Meeting – for the benefit of visitors



The entrance to the Council Offices is located on Station Road, Sidmouth. **Parking** is limited during normal working hours but normally easily available for evening meetings.

The following **bus service** stops outside the Council Offices on Station Road: **From Exmouth, Budleigh, Otterton and Newton Poppleford – 157**

The following buses all terminate at the Triangle in Sidmouth. From the Triangle, walk up Station Road until you reach the Council Offices (approximately ½ mile).

**From Exeter – 52A, 52B**

**From Honiton – 52B**

**From Seaton – 52A**

**From Ottery St Mary – 379, 387**

Please check your local timetable for times.

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The Committee Suite has a separate entrance to the main building, located at the end of the visitor and Councillor car park. The rooms are at ground level and easily accessible; there is also a toilet for disabled users.

**For a copy of this agenda in large print, please contact the Democratic Services Team on 01395 517546**