

East Devon District Council

Council Offices, Knowle, Sidmouth, Devon EX10 8HL

Telephone Sidmouth (01395) 516551

Mark Williams, LLB (Hons), MBA, Dip LG, Solicitor,
Chief Executive

FAX Sidmouth (01395) 517507
DX 48705 SIDMOUTH

When telephoning please ask for **Mr Field** Ext 2745 Direct Dial: (01395) 517545

Email kfield@eastdevon.gov.uk

Your Ref

Our Ref **KJF/LJW**

13 May 2003

To: All Members of the Council
Chief Executive
Corporate Directors

Dear Sir/Madam

ANNUAL MEETING OF THE COUNCIL OF THE DISTRICT OF EAST DEVON
ON WEDNESDAY, 21st MAY 2003 AT 6.30 PM

I hereby summon you to attend the above meeting to be held in the Council Chamber, Knowle, Sidmouth at which it is proposed to take into consideration the matters set out on the agenda below and to pass such resolution or resolutions as may be deemed expedient.

Yours faithfully

Chief Executive

AGENDA

- | | <u>Page/s</u> |
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| 1 Election of Chairman of the Council for the ensuing year. | |
| 2 Appointment of Vice-Chairman of the Council for the ensuing year. | |
| 3 To confirm as a true record the Minutes of the meeting of the Council held on 23rd April 2003. | 4-9 |
| 4 Apologies. | |
| 5 To receive any announcements from the Chairman. | |
| 6 To receive the report of the Returning Officer as to the District Council elections held on 1st May 2003. | 10-15 |
| 7 Election of Leader of the Council for the ensuing year. | |
| 8 Election of Deputy Leader for the ensuing year | |

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| 9 | (a) | To appoint members (additional to the Leader and Deputy Leader) to the Executive Board [Articles 6.02 and 6.04 of the Constitution provide for 8 other Councillors (nominated by the Leader) to be appointed on a politically representative basis. The portfolios held by some of the Board will be recommended by the Leader.] | Nominations to follow |
| | (b) | To approve the Realigned Portfolios appended hereto and to the amendment of pages 32 and 33 of the Constitution accordingly. | 16-17 |
| 10 | (a) | Report of the Corporate Director – Environment as to establishing a Development Control Committee to replace the Planning Review Committee and the Area Planning Committees. | 18-21 |
| | (b) | Proposed Amendments to the Constitution. | 22-27 |
| | (c) | To decide which other Committees to establish for the municipal year. (The Constitution provides for the Council to appoint at least one Overview Committee, a Standards Committee and such other Committees as the Council considers appropriate to deal with matters which are not reserved to the Council nor are executive functions. The proposed Committees are set out in Articles 7 and 8 of the Constitution (pages 34-38) subject to any amendments made in 10(a) and (b) above relating to the deletion of the Planning Review Committee and the Coastal, Rural and Western Area Planning Committees and the additions of a Development Control Committee and an Interviewing Committee (Chief Officers)). | |
| | (d) | To decide the size and terms of reference for those Committees; (It is proposed these are as set out on pages 34-37 (Article 7), 63 and 74-79 of the Constitution subject to any amendments agreed in 10(b) above. | |
| 11 | (a) | To decide the allocation to different political groups of seats to be filled by the Council in accordance with the political balance rules. (This does not apply to the Executive Board nor to the Standards Committee). | 28-34 |
| | (b) | To consider (in accordance with Section 17 of the Local Government and Housing Act 1989) approving arrangements (alternative to those contained in Sections 15 and 16 of the Act relating to representation of political groups on Committees etc) for appointment of a Development Control Committee. | |
| | | Note: Unless Motion (b) is passed without a vote against, then the rules as to representation of political groups will apply, and Ward members will not have the benefit of being able to vote on applications within their Ward. | |
| | (c) | To consider (in accordance with Section 17 of the Local Government and Housing Act 1989) approving arrangements (alternative to those contained in Sections 15 and 16 of the Act relating to representation of political groups on Committees etc) for appointment of a Planning Inspections Committee. | |
| | | Note: Unless Motion (c) is passed without a vote against, then the rules as to representation of political groups will apply, and Ward members will not retain the benefit of being able to vote on applications within their Ward. | |

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| 12 | To appoint the Chairmen and Vice-Chairmen of Committees, except the Overview Committees. (The Council has agreed that Overview Committees will appoint their own Chairmen and Vice Chairmen). | Nominations to follow |
| 13 | Appointment of Members to Committees. | Nominations to follow |
| 14 | To agree the scheme of delegation as set out in Part 3 of the Constitution, subject to any amendments agreed in Item 10(b) above. | |
| 15 | To approve a programme of ordinary meetings of the Council, Executive Board and Committee Meetings for 2003/04. (The attached programme was recommended by the Council at its meeting in February - Executive Board Minute No 171 of 17.2.03 refers - and is submitted for approval but with the following proposed amendments:- | 35-36 |
| | 1 The Executive Board to meet on 16 June (when the CPA Inspectors can attend) but not on 28th May and 25th June 2003. | |
| | 2 Deletion of references to the Planning Review Committee, the Coastal, Rural and Western Area Planning Committees and the insertion of monthly dates for the Development Control Committee and revised dates for the Planning Inspections Committee. | |
| | 3 (a) The Environment Overview Committee's (EOC) first meeting to be on 5th June 2003. (This is instead of on 12th June as originally proposed. This is to avoid a clash with the launch of the East Devon AONB Partnership on the original date which will involve Members and the Countryside Team. It is proposed that this meeting of the EOC will discuss the Countryside Service). | |
| | (b) As a consequence of (a) above the Housing Appeals Review Committee (if required) meeting at the earlier time of 5.30 pm on 5th June 2003.) | |
| 16 | Appointment of Panels, Forums and Joint Bodies. (These are listed on pages 37-40 below.) | Nominations to follow |
| 17 | Appointment of representatives on Outside Bodies. (The Bodies are listed on pages 41-43 below.) | Nominations to follow |
| 18 | The Chairman to invite the Reverend Geoff Lloyd (Team Vicar in the Otter Vale Team with special responsibility for Newton Poppleford, Colaton Raleigh and Harpford) to lead the new Council in prayer and to seek God's guidance and blessing on its work. | |

Notes:

- (i) A copy of the Constitution is enclosed.
- (ii) A seating plan will follow.
- (iii) The Order of Proceedings for agenda items 1 & 2 will follow for Members of the Council.