

## **PROCEDURES COMMITTEE**

**TUESDAY, 30 JANUARY 2024**

Present:

Councillors Clarence (Chair), Daws, Keeling, Palethorpe, Ryan, J Taylor, Thorne and Wrigley

Members Attendance:

Councillors Radford

Apologies:

Councillors Bullivant and MacGregor

Officers in Attendance:

Phil Shears, Managing Director

Paul Woodhead, Head of Legal Services & Monitoring Officer to the Council

Trish Corns, Democratic Services Officer

Christopher Morgan, Trainee Democratic Services Officer

### **12. MINUTES OF THE PREVIOUS MEETING**

**RESOLVED** that the minutes of the meeting held on 2 October 2023 be approved as a correct record and signed by the Chair.

### **13. DECLARATIONS OF INTEREST**

None.

### **14. REVISION OF THE MEMBER AND OFFICER PROTOCOL**

Consideration was given to the revision of the Member and Officer Protocol which was deferred from the previous Procedures Committee meeting to enable Group Leaders to discuss the protocol with their Members and feedback to this meeting.

The Leader advised that the protocol had been circulated in the last week to the Group Leaders.

It was considered that the protocol circulated with the agenda was too lengthy.

It was unanimously

RESOLVED that the Leader work with the Managing Director to compile a version for consultation with Group Leaders

**15. NOTICES OF MOTION - DECISIONS MAKING AND CONSTITUTIONAL REQUIREMENTS AND DECISION MAKING**

The Notices of Motion set out of the agenda at agenda items 5 and 9 were taken together because they were inextricably linked. The Motion at agenda item 5 had been presented by Cllr Bullivant at Council on 17 October 2023. The Motion at agenda item 9 had been presented by Cllr P Parker at Council on 16 January 2024

It was noted that the recommendations from the recent Peer Review had suggested that working practices timescales should be extended.

It was unanimously,

**RESOLVED** that any amendment to the published agenda for Full Council, Executive and Overview and Scrutiny should be notified to the Managing Director and Democratic Services by noon the previous working day to the meeting, to enable officers and Executive Members time to prepare their response.

**16. NOTICE OF MOTION - LOSS OF SECTION 106 CONTRIBUTIONS**

This Notice of Motion as set out on the agenda was presented by Cllr J Taylor at Council on 17 October 2023.

It was agreed that the word *deception* at the 3<sup>rd</sup> line of the 5<sup>th</sup> paragraph be changed to *disingenuous*, as the former word could imply a criminal offence.

It was unanimously,

RESOLVED that

1. The notice of motion be referred to the Overview and Scrutiny Committee 2 with a recommendation that a task and finish group be set up with Cllr J Taylor being a member of the group.
2. The word *deception* at the 3<sup>rd</sup> line of the 5<sup>th</sup> paragraph be changed to *disingenuous*.

**17. NOTICE OF MOTION -GREEN IMPROVEMENTS IN CONSERVATION AREAS**

The Notice of Motion as set out on the agenda was presented by Cllr Mullone to Council on 28 November 2024.

It was agreed that part (b) of the Motion be deleted.

It was unanimously,

RESOLVED that Notice of Motion be amended to delete part (b) and referred to the Overview and Scrutiny Committee 2 to be considered by the Task and Finish group as Minute 16 above.

**18. NOTION OF MOTION - SPEAKING AT PLANNING COMMITTEE**

The Notice of Motion as set out in the agenda was presented to Council on 28 November by Cllr P Parker.

It was unanimously,

RESOLVED that the motion be referred to the Overview and Scrutiny Committee 2 to be considered by the Task and Finish group as Minute 16 above, and in the meantime the current process continues.

**19. NOTICE OF MOTION - CONSTITUTIONAL REQUIREMENTS AND DECISION MAKING**

This was dealt with at Minute 15 above.

Cllr C CLARANCE  
Chairman