

## SWT Full Council

Wednesday, 22nd May, 2019,  
6.15 pm

John Meikle Room, The Deane  
House, Taunton, TA1 1HE

The logo for Somerset West and Taunton, featuring the text "Somerset West and Taunton" in white on a teal background with a white curved graphic element at the bottom right.

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**Members:** All Somerset West and Taunton Councillors

### Agenda

#### 1. Election of Chair

It is a legal requirement that the first formal business at the Annual Meeting of Council shall be the election of a Councillor to be the Chair of the Council.

Once the new Chair is elected they will make and sign the Declaration of Acceptance of Office and receive the Chain of Office.

The newly elected Chairman will preside from this point in the proceedings.

#### 2. Appointment of Vice-Chair

Once the new Vice-Chair is appointed they will make and sign the Declaration of Acceptance of Office and receive the Chain of Office.

#### 3. Apologies

To receive any apologies for absence.

#### 4. Declarations of Interest

To receive and note any declarations of disclosable pecuniary or prejudicial or personal interests in respect of any matters included on the agenda for consideration at this meeting.

(The personal interests of Councillors and Clerks of Somerset County Council, Town or Parish Councils and other Local Authorities will automatically be recorded in the minutes.)

#### 5. Minutes of the final meetings of the Shadow Full Council, Taunton Deane Borough Full Council and West Somerset Full Council

To note the minutes of the last Shadow Full Council held on 26<sup>th</sup>

(Pages 5 - 30)

March 2019 and the minutes of the last Taunton Deane Borough Council and West Somerset Council both held on 20<sup>th</sup> March 2019.

**6. Receive any communications or announcements from the Chair of the Council**

**7. Election of the Leader of the Council**

To elect a Leader of the Council for a four-year term of office.

**8. Receive any communications or announcements from the Leader of the Council**

**9. Election of the Chair of the Scrutiny Committee**

The Scrutiny Chair shall be drawn from among those Councillors proposed to serve on the Scrutiny Committee who are not from the majority political group and are not Chair of any other committee.

**10. Public Participation**

To receive any questions, statements or petitions from the public in accordance with Council Procedure Rules 14, 15, 16.

The Chair to advise the Committee of any items on which members of the public have requested to speak and advise those members of the public present of the details of the Council's public participation scheme.

For those members of the public who have submitted any questions or statements, please note, a three minute time limit applies to each speaker and you will be asked to speak before Councillors debate the issue.

**11. To receive any questions from Councillors in accordance with Council Procedure Rule 13**

**12. Council Committees for 2019/2020 and their Terms of Reference**

To decide which Committees to establish for the Municipal Year and to decide their size and terms of reference. To decide the numerical allocation of seats to political groups on Committees in accordance with the political balance rules and to make appointments to the Committees.

- Scrutiny Committee
- Audit, Governance and Standards Committee
- Planning Committee
- Licensing Committee
- Employment Committee

(Pages 31 - 34)

**13. Appointment of Representatives on Outside Bodies**

(Pages 35 - 58)

To appoint representatives to serve on outside bodies for the period to the Annual Council Meeting in 2020 (except where specific periods are stated, where appointment to those bodies has been delegated by the Council or is exercisable only by the Executive.)

**14. Meetings Timetable for 2019/2020**

(Pages 59 - 60)

To approve the Meetings Timetable for the 2019/20 Municipal Year.

**15. To authorise the sealing or signing of documents to give effect to any decisions taken**

(Pages 61 - 64)

To authorise the Common Seal of Somerset West and Taunton Council.



**JAMES HASSETT  
CHIEF EXECUTIVE**

Please note that this meeting will be recorded. At the start of the meeting the Chair will confirm if all or part of the meeting is being recorded. You should be aware that the Council is a Data Controller under the Data Protection Act 2018. Data collected during the recording will be retained in accordance with the Council's policy. Therefore unless you are advised otherwise, by entering the Council Chamber and speaking during Public Participation you are consenting to being recorded and to the possible use of the sound recording for access via the website or for training purposes. If you have any queries regarding this please contact the officer as detailed above.

Members of the public are welcome to attend the meeting and listen to the discussions. There is time set aside at the beginning of most meetings to allow the public to ask questions. Speaking under "Public Question Time" is limited to 3 minutes per person in an overall period of 15 minutes. The Committee Administrator will keep a close watch on the time and the Chair will be responsible for ensuring the time permitted does not overrun. The speaker will be allowed to address the Committee once only and will not be allowed to participate further in any debate. Except at meetings of Full Council, where public participation will be restricted to Public Question Time only, if a member of the public wishes to address the Committee on any matter appearing on the agenda, the Chair will normally permit this to occur when that item is reached and before the Councillors begin to debate the item.

If an item on the agenda is contentious, with a large number of people attending the meeting, a representative should be nominated to present the views of a group. These arrangements do not apply to exempt (confidential) items on the agenda where any members of the press or public present will be asked to leave the Committee Room. Full Council, Executive, and Committee agendas, reports and minutes are available on our website: [www.somersetwestandtaunton.gov.uk](http://www.somersetwestandtaunton.gov.uk)

The meeting room, including the Council Chamber at The Deane House are on the first floor and are fully accessible. Lift access to The John Meikle Room, is available from the main ground floor entrance at The Deane House. The Council Chamber at West Somerset House is on the ground floor and is fully accessible via a public entrance door. Toilet facilities, with wheelchair access, are available across both locations. An induction loop operates at both The Deane House and West Somerset House to enhance sound for anyone wearing a hearing aid or using a transmitter. For further information about the meeting, please contact the Governance and Democracy Team via email: [governance@somersetwestandtaunton.gov.uk](mailto:governance@somersetwestandtaunton.gov.uk)

If you would like an agenda, a report or the minutes of a meeting translated into another language or into Braille, large print, audio tape or CD, please email: [governance@somersetwestandtaunton.gov.uk](mailto:governance@somersetwestandtaunton.gov.uk)