

Members of the Cabinet
(Councillors A Trollope-Bellew (Chairman), S Pugsley (Vice-Chair),
M Dewdney, A Hadley, B Maitland-Walker, C Morgan, K Turner and
D Westcott)



Contact Krystyna Kowalewska
Extension kkowalewska@westsomerset.gov.uk or 01984 600201
Date 20 November 2018

**THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THE MEETING
THIS DOCUMENT CAN BE MADE AVAILABLE IN LARGE PRINT, BRAILLE, TAPE
FORMAT
OR IN OTHER LANGUAGES ON REQUEST**

Dear Councillor

I hereby give you notice to attend the following meeting:

CABINET

Date: Wednesday 28 November 2018
Time: 4.30 pm
Venue: Council Chamber - West Somerset House

Please note that this meeting may be recorded. At the start of the meeting the Chairman 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. Data collected during the recording will be retained in accordance with the Council's policy. Therefore unless you advise 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.

Yours sincerely

A handwritten signature in black ink, appearing to read "Bruce Lang".

BRUCE LANG
Proper Officer

WEST SOMERSET DISTRICT COUNCIL

Meeting to be held on Wednesday 28 November 2018 at 4.30 pm

Council Chamber - West Somerset House

AGENDA

1. **Apologies.**

2. **Minutes of the previous meeting of the Cabinet.** (Pages 5 - 10)

Minutes of the Meeting of Cabinet held on 11 July 2018 to be approved and signed as a correct record – **SEE ATTACHED.**

3. **Declarations of Interest.**

To receive and record declarations of interest in respect of any matters included on the agenda for consideration at this meeting.

4. **Public Participation.**

The Leader to advise the Cabinet 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 wishing to speak at this meeting there are a few points you might like to note.

A three-minute time limit applies to each speaker and you will be asked to speak before Councillors debate the issue. There will be no further opportunity for comment at a later stage. Your comments should be addressed to the Chairman and any ruling made by the Chair is not open to discussion. If a response is needed it will be given either orally at the meeting or a written reply made within five working days of the meeting.

5. **Forward Plan** (Pages 11 - 12)

To approve the latest Forward Plan for the month of January 2019 – **SEE ATTACHED.**

6. **Harbour Operations Manual** (Pages 13 - 192)

To consider Report No. WSC 80/18, to be presented by Councillor B Maitland-Walker, Lead Member for Environment – **SEE ATTACHED.**

The purpose of the report is to seek approval of the revised Harbour Operations Manual created by our off site Harbour Master.

The revised Harbour Operations Manual (Appendix) 1 is available online. A hard copy can also be obtained from Governance, Democracy and Executive Support.

COUNCILLORS ARE REMINDED TO CHECK THEIR POST TRAYS