



Notice of Meeting of

## **CONSTITUTION AND GOVERNANCE COMMITTEE**

**Wednesday, 17 April 2024 at 2.00 pm**

**John Meikle Room, The Deane House, Belvedere  
Road, Taunton TA1 1HE**

To: The members of the Constitution and Governance Committee

Chair: Councillor Ross Henley

Vice-chair: Councillor Tim Kerley

Councillor Simon Carswell

Councillor Barry Clarke

Councillor Dawn Johnson

Councillor Christine Lawrence

Councillor Emily Pearlstone

Councillor Richard Wilkins

Councillor Mandy Chilcott

Councillor Hugh Davies

Councillor Helen Kay

Councillor Martin Lovell

Councillor Steven Pugsley

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For further information about the meeting, including how to join the meeting virtually, please contact Democratic Services [democraticservicesteam@somerset.gov.uk](mailto:democraticservicesteam@somerset.gov.uk).

All members of the public are welcome to attend our meetings and ask questions or make a statement **by giving advance notice** in writing or by e-mail to the Monitoring Officer at email: [democraticservicesteam@somerset.gov.uk](mailto:democraticservicesteam@somerset.gov.uk) by **5pm on Thursday, 11 April 2024**.

This meeting will be open to the public and press, subject to the passing of any resolution under the Local Government Act 1972, Schedule 12A: Access to Information.

The meeting will be webcast and an audio recording made.

Issued by the Proper Officer on Tuesday, 9 April 2024

# **AGENDA**

**Constitution and Governance Committee - 2.00 pm Wednesday, 17 April 2024**

**Public Guidance Notes contained in Agenda Annexe (Pages 5 - 6)**

**Click here to join the online meeting (Pages 7 - 8)**

## **1 Apologies for Absence**

To receive any apologies for absence.

## **2 Minutes from the Previous Meeting (Pages 9 - 12)**

To approve the minutes from the previous meeting.

## **3 Declarations of Interest**

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

(The other registrable interests of Councillors of Somerset Council, arising from membership of City, Town or Parish Councils and other Local Authorities will automatically be recorded in the minutes: [City, Town & Parish Twin Hatters - Somerset Councillors 2023](#) )

## **4 Public Question Time**

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.

We are now live webcasting most of our committee meetings and you are welcome to view and listen to the discussion. The link to each webcast will be available on the meeting webpage, please see details under 'click here to join online meeting'.

**5 Review of Council Constitution Part B – Public Participation (Pages 13 - 66)**

To consider the review of Part B of the Constitution.

**6 Review of the Council Constitution Part C – Council Procedures (Pages 67 - 152)**

To consider the review of Part C of the Constitution.

**7 Review of the Council Constitution Parts D4 and D5 - Licensing and Regulatory Committee Terms of Reference (Pages 153 - 204)**

To consider the review of Parts D4 and D5 of the Constitution.

**8 Review of the Council Constitution Part I2 – Officer Scheme of Delegation (Pages 205 - 268)**

To consider the review of Part I2 of the Constitution.

**9 Review of the Council Constitution Part I7 - Financial Regulations (Pages 269 - 334)**

To consider the review of Part I7 of the Constitution.

**10 Review of the Council Constitution Part D8 - Planning Committees Terms of Reference (Pages 335 - 478)**

To consider the review of Part D8 of the Constitution.

**11 Constitution and Governance Committee Annual Report (Pages 479 - 482)**

To review the Annual Report of the Constitution and Governance Committee.

**12 Somerset Council's initial response to the Local Government Boundary Commission for England on the proposed Boundary Review**

To receive a verbal update on the proposed Boundary Review.

**13 Constitution and Governance Committee Work Programme (Pages 483 - 484)**

To note the work programme.