



**WYCOMBE**  
**DISTRICT COUNCIL**

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Queen Victoria Road  
High Wycombe  
Bucks HP11 1BB

## Council

Date: 16 December 2013  
Time: 6.30 pm  
Venue: Council Chamber  
District Council Offices, Queen Victoria Road, High Wycombe, Bucks

You are hereby summoned to attend the Meeting of the Council to be held in the Council Chamber, District Council Offices, Queen Victoria Road, High Wycombe on 16 December 2013 at 6.30 pm to consider the business set out in the Agenda below.

Ms K Satterford  
Chief Executive

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## Agenda

Item		Page
1	<b>APOLOGIES FOR ABSENCE</b> To receive apologies for absence	
2	<b>MINUTES</b> To approve as a correct record the minutes of the meeting of Council held on 7 October 2013.	1 - 16
3	<b>DECLARATIONS OF INTEREST</b> To receive any disclosure of disclosable pecuniary interests by Members relating to items on the agenda. If any Member is uncertain as to whether an interest should be disclosed, he or she is asked if possible to contact the District Solicitor prior to the meeting.  Members are reminded that if they are declaring an interest, they should state the nature of that interest whether or not they are required to withdraw from the meeting.	
4	<b>CHAIRMAN'S ANNOUNCEMENTS</b> To receive such communication as the Chairman of the Council may wish to make.	

**5 QUESTIONS FROM MEMBERS OF THE PUBLIC**

Written questions may be asked of the Leader or any Cabinet Member if submitted by 12 noon on Thursday 12 December 2013. Questions will be submitted in the order in which they are received.

Any questioner may put one supplementary question without notice. No question or answer may exceed 3 minutes.

**6 QUESTIONS FROM MEMBERS**

Questions to the Leader or any Cabinet Members must be submitted by 12 noon on Thursday 12 December 2013. Questions will be taken first from Leaders of the political parties in order of number of Members.

Other Members will be called upon in the order in which question have been received. Every Member asking an oral question is permitted to ask one supplementary question without notice provided that it introduces no new matter. The appropriate Member will respond to any questions remaining unanswered at the expiry of 30 minutes in writing.

Any question remaining unanswered after 30 minutes will be answered within 10 working days in writing after the meeting by the appropriate Member and appended to the minutes of the meeting.

**7 PETITIONS**

- (i) Council to receive any petition from a member of the public or from a Councillor on behalf of a member of the public as notified by the deadline of 5pm Monday 9 December 2013.
- (ii) Council to consider any petition already received that meets the required number of signatures to qualify for a debate by Full Council. (The petition organiser will have 5 minutes to present the petition and then Council will debate the matter for a maximum of 15 minutes and decide how to respond to the petition)

**8 CABINET**

17 - 34

To receive the minutes of and consider any recommendations from the following meetings:

Cabinet	4 November 2013
Cabinet	2 December 2013

**9 IMPROVEMENT AND REVIEW COMMISSION**

35 - 40

To receive the minutes of and consider any recommendations from the following meeting:

Improvement & Review Commission	13 November 2013
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<p><b>10     <b>AUDIT COMMITTEE</b></b></p> <p>To receive the minutes of and consider any recommendations from the following meeting:</p> <p style="margin-left: 40px;">Audit Committee                    21 November 2013</p>	<p>41 - 46</p>
<p><b>11     <b>HIGH WYCOMBE TOWN COMMITTEE</b></b></p> <p>To receive the minutes of and consider any recommendations from the following meeting:</p> <p style="margin-left: 40px;">High Wycombe Town Committee            5 November 2013</p>	<p>47 - 52</p>
<p><b>12     <b>JNC STAFFING MATTERS COMMITTEE</b></b></p> <p>To receive the minutes of and consider any recommendations from the following meetings:</p> <p style="margin-left: 40px;">JNC Staffing Matters Committee            8 October 2013 JNC Staffing Matters Committee            17 October 2013</p>	<p>53 - 58</p>
<p><b>13     <b>LICENSING COMMITTEE</b></b></p> <p>To receive the minutes of and consider any recommendations from the following meeting:</p> <p style="margin-left: 40px;">Licensing Committee                    14 November 2013</p>	<p>59 - 62</p>
<p><b>14     <b>PLANNING COMMITTEE</b></b></p> <p>To receive the minutes of and consider any recommendations from the following meetings:</p> <p style="margin-left: 40px;">Planning Committee                    23 October 2013.</p>	<p>63 - 68</p>
<p><b>15     <b>REGULATORY AND APPEALS COMMITTEE</b></b></p> <p>To receive the minutes of and consider any recommendations from the following meeting:</p> <p style="margin-left: 40px;">Regulatory &amp; Appeals Committee                    11 November 2013 Special Regulatory &amp; Appeals Committee            10 December 2013 (to follow)</p>	<p>69 - 72</p>
<p><b>16     <b>QUESTIONS UNDER STANDING ORDER 11.2</b></b></p> <p>To receive details of any written questions submitted before the deadline of 12 noon on Thursday 12 December 2013.</p>	
<p><b>17     <b>CHIEF OFFICER`S REPORT - DESIGNATION OF MONITORING OFFICER</b></b></p> <p>1.     The designation of the Monitoring Officer by the full Council is a statutory requirement under section 5 of the Local</p>	

Government and Housing Act 1989.

2. On 10 October 2011, Council resolved that Mr David Ruddock be designated as the Council's Monitoring Officer for a period of up to two years from 23 November 2011. The vacancy was filled on this basis pending the outcome of the ongoing work on preparation of a business case for a shared legal service with other authorities. However the shared legal service proposal was not pursued by the three authorities concerned, as after further investigation it was not considered to be the appropriate solution, and work has proceeded on the transformation of Legal Services instead.
3. Mr Ruddock is retiring from the Council's employment on 20 March 2014. In order to make the current arrangements more permanent, it is therefore recommended that the role of the Council's Monitoring Officer be undertaken by the District Solicitor until further notice.

**18 URGENT ACTION TAKEN BY CABINET OR INDIVIDUAL CABINET MEMBER (IF ANY)**

The following individual decisions have been published since the last ordinary meeting of the Council on 7 October 2013.

- i) Appointment of Members to the Planning and Sustainability PAG
- ii) The approval of the release of £85 000 capital funding from the facilities for the Young People Programme for improvement works to play areas.
- iii) To approve a Bucks Home Choice local lettings policy on bedroom size.
- iv) Approval of a six week consultation exercise on the allocations of Community Infrastructure Levy funding.

**For further information, please contact Iram Malik on 01494 421204, or email [iram\\_malik@wycombe.gov.uk](mailto:iram_malik@wycombe.gov.uk)**