

## Council

Date: 25 February 2016  
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 25 February 2016 at 6.30 pm to consider the business set out in the Agenda below.



Ms K Satterford  
Chief Executive

**Fire Alarm** - In the event of the fire alarm sounding, please leave the building quickly and calmly by the nearest exit. Do not stop to collect personal belongings and do not use the lifts. Please congregate at the Assembly Point at the corner of Queen Victoria Road and the River Wye, and do not re-enter the building until told to do so by a member of staff.

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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 meetings of Council held on 14 December 2015.	1 - 20
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 CHAIRMAN'S ANNOUNCEMENTS**

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 to the Head of Democratic, Legal and Policy Services no later than 12 noon on Thursday 18 February 2016. Questions will be submitted in the order in which they were received.

A questioner will have a maximum of 1 minute to ask a question and the answer shall not exceed 3 minutes. Any questioner may put one supplementary question without notice within a maximum time of 1 minute and the answer may not exceed 2 minutes.

#### **6 QUESTIONS FROM MEMBERS**

Questions to the Leader or any Cabinet members must be submitted by 12 noon on Thursday 18 February 2016. Questions shall be taken first from the Group Leaders of the political parties who shall be entitled to ask one initial Leader's question each, including the right to adopt another Member's question from his/her Group, of which written notice shall have been given to the Head of Democratic, Legal and Policy Services prior to the meeting.

The order of questions shall then permit the first question from each other Councillor to be asked before any subsequent questions from the same Councillor. One question will be taken in turn from each Councillor and there shall be no consecutive questions from the same Councillor unless there are no other questions to be asked.

Every Member asking an oral question is permitted to ask one supplementary question without notice provided that it not substantially the same as a question that was put to a Council meeting during the past six months.

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 who lives, works or studies within the district or from a Councillor on his/her behalf as notified by the deadline of 5pm on Thursday 18 February 2016.

- (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 the Council will debate the matter for a maximum of 15 minutes and decide how to respond to the petition)

**8 CABINET** 21 - 32

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

Cabinet 8 February 2016

**9 COUNCIL TAX SETTING 2016/17 AND PRESENTATION FROM LEADER OF THE COUNCIL**

The minutes of the Cabinet meeting held on 8 February 2016 recommend revenue estimates and the district and parish elements of Council tax levels for 2016/17.

Full Council is required to consider the Revenue Estimates and the district and parish elements of Council tax levels for 2016/17 and then to set out the full Council tax.

Details relating to the precept for Bucks County Council, the Thames Valley Police Authority and Bucks and Milton Keynes Fire Authority are awaited. The full report containing these details together with the full Council tax details across the district is therefore to follow.

Members are reminded that they must have regard to the Chief Financial Officer's report when setting the Council tax.

In accordance with Standing Order 16.5 a recorded vote shall take place on decisions relating to the setting of the budget and Council tax.

**10 STANDARDS COMMITTEE** 33 - 36

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

Standards Committee 5 January 2016

**11 IMPROVEMENT & REVIEW COMMISSION** 37 - 42

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

Improvement & Review Commission 13 January 2016

Item		Page
<b>12</b>	<b>AUDIT COMMITTEE</b>	43 - 46
	To receive the minutes of and consider any recommendations from the following meeting	
	Audit Committee                      14 January 2016	
<b>13</b>	<b>HIGH WYCOMBE TOWN COMMITTEE</b>	47 - 52
	To receive the minutes of and consider any recommendations from the following meetings:	
	High Wycombe Town Committee                      19 January 2016	
<b>14</b>	<b>SPECIAL PERSONNEL &amp; DEVELOPMENT COMMITTEE</b>	
	To receive the minutes of and consider any recommendations from the following meeting	
	Special P & D Committee                      17 February 2016 (To follow)	
<b>15</b>	<b>PLANNING COMMITTEE</b>	53 - 62
	To receive the minutes of and consider any recommendations from the following meetings:	
	Planning Committee                      18 November 2015	
	Planning Committee                      16 December 2015	
<b>16</b>	<b>QUESTIONS UNDER STANDING ORDER 11.2</b>	
	To receive details of any written questions submitted before the deadline of 12 noon on Friday 19 February 2016.	
<b>17</b>	<b>COMMITTEE APPOINTMENTS/CHANGES</b>	

Councillors A Turner and G Hall have given notice to the Chief Executive that they are no longer Independent Group representatives and that they have now joined the Conservative Group.

Councillor B Pearce has given notice to the Chief Executive that he is no longer a member of UKIP and is now an independent Councillor.

As a result of these changes, the political composition of the Council is as follows:

Conservative Group	49	81.66%
Labour Group	6	10%

East Wycombe Independent Party (EWIP)	3	5%
Independent	1	1.67%
Liberal Democrat	1	1.67%

### Committee Changes

As a result of the above changes, the Conservative Group have gained a seat on the Audit Committee, Standards Committee, Personnel & Development Committee, Regulatory & Appeals Committee, and the Improvement & Review Commission.

The shared seat allocated to EWIP and the Independent Group on the Audit Committee, Standards Committee and Personnel & Development Committee has been lost.

With regard to the Improvement & Review Commission, the seat held by the Independent Group has been lost.

With regard to the Regulatory and Appeals Committee, the shared seat held by UKIP and Liberal Democrat has been lost.

Councillor G Hall is to continue on the Audit Committee as a Full Member but as a Conservative Group representative.

Councillor Ms J Wassell is to stand down as a standing deputy.

Councillor Mrs W Mallen is to replace Councillor Ms J Wassell as a Full Member on the Standards Committee.

Councillor A Turner to stand down as a standing deputy on the Standards Committee.

Councillor G Hall is to continue on the Personnel & Development Committee as a Full Member but as a Conservative Group representative.

Councillor M Knight is to stand down as a standing deputy on the Personnel & Development Committee.

Councillor A Turner to replace Councillor Ms A Baughan as a Full Member on the Improvement and Review Commission.

Councillor G Hall is to stand down as a standing deputy on the Improvement and Review Commission.

Councillor M Clarke is to replace Councillor B Pearce on the Regulatory and Appeals Committee.

Councillor R Farmer is to stand down as a standing deputy on the Regulatory and Appeals Committee.

Councillor A Turner is to replace Councillor Mrs G Jones as a Full Member on the Planning Committee.

Councillor C Whitehead is to replace Councillor Mrs G Jones as the Deputy Cabinet Member for Planning.

Councillor Ms A Baughan to replace Cllr A Turner as a full Member of EWIP on the Planning Committee.

Councillor Ms J Wassell to replace Councillor Ms A Baughan as a full Member on the Regulatory & Appeals Committee

Councillor Ms A Baughan to replace councillor Ms J Wassell as a standing deputy on the Improvement & Review Commission

#### Outside Bodies

Councillor Miss S Brown is to replace Councillor Mrs J Teesdale on the Red Kite Board.

## **18 POLLING PLACES**

Local authorities are responsible for designating polling places and polling districts for Elections. The Returning Officer is able to designate polling stations within polling places.

If a change is required to a polling place at short notice (for example, a fire, lack of availability), Full Council authority is required.

The Police and Crime Commissioner Elections take place on 5 May 2016 and work has also begun on arrangements for the EU Referendum. Whilst no date has currently been set, due to the fact that this could be called at relatively short notice, work is already on going.

Due to these timescales, Council is **recommended** to grant authority to the Head of Democratic, Legal and Policy Services, in consultation with the Chairman of the Regulatory & Appeals Committee to make any change to a polling place that may be required. It is proposed that this authority be put in place for all elections to enable any issues that occur at short notice can be addressed quickly. This would negate the need for any special meetings to be called at very short notice.

The relevant Ward Members would be consulted on any such change in advance and all Members would be informed.

This would not affect the statutory requirement to undertake the 4 year review of polling places, which would come through the Council's decision-making process in the normal way and also be subject to full consultation.

**19 URGENT ACTION TAKEN BY CABINET OR INDIVIDUAL CABINET MEMBER**

The following individual decisions have been published since the last ordinary meeting of the Council held on 14 December 2015.

- (a) Tree Planting Sponsorship Scheme on Handy Cross Hub
- (b) Community Support Grants 2016/17 (Planning & Sustainability)
- (c) Community Support Grants 2016/17 (Community Services)
- (d) Community Support Grants 2016/17 (Homes and Homelessness)
- (e) Consultation on the draft Princes Risborough Town Plan

**For further information, please contact Iram Malik on 01494 421204, [committeeservices@wycombe.gov.uk](mailto:committeeservices@wycombe.gov.uk)**