

SUMMONS

Meeting: Annual Council
Place: Council Chamber, County Hall, Trowbridge, BA14 8JN
Date: Tuesday 16 May 2017
Time: 10.30 am

Councillors are reminded to sign the attendance book before entering the Council Chamber

Please direct any enquiries on this Agenda to Yamina Rhouati, of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 718024 or email Yamina.Rhouati@wiltshire.gov.uk

Press enquiries to Communications on direct lines (01225) 713114/713115.

This Agenda and all the documents referred to within it are available on the Council's website at www.wiltshire.gov.uk

Declaration of Acceptance of Office

Arrangements have been made for all Councillors to sign their Declaration of Acceptance of Office at the Welcome Day on 8 May. Please note that Councillors will not be able to participate in this or any meeting of the Council until they have signed the Declaration.

If you did not attend the Welcome Day and have not signed your Declaration, please contact the person named above as soon as possible before the meeting.

Recording and Broadcasting Information

Wiltshire Council may record this meeting for live and/or subsequent broadcast on the Council's website at <http://www.wiltshire.public-i.tv>. At the start of the meeting, the Chairman will confirm if all or part of the meeting is being recorded. The images and sound recordings may also be used for training purposes within the Council.

By entering the meeting room you are consenting to being recorded and to the use of those images and recordings for broadcasting and/or training purposes.

The meeting may also be recorded by the press or members of the public.

Any person or organisation choosing to film, record or broadcast any meeting of the Council, its Cabinet or committees is responsible for any claims or other liability resulting from them so doing and by choosing to film, record or broadcast proceedings they accept that they are required to indemnify the Council, its members and officers in relation to any such claims or liabilities.

Details of the Council's Guidance on the Recording and Webcasting of Meetings is available on request.

Parking

To find car parks by area follow [this link](#). The three Wiltshire Council Hubs where most meetings will be held are as follows:

County Hall, Trowbridge
Bourne Hill, Salisbury
Monkton Park, Chippenham

County Hall and Monkton Park have some limited visitor parking. Please note for meetings at County Hall you will need to log your car's registration details upon your arrival in reception using the tablet provided. If you may be attending a meeting for more than 2 hours, please provide your registration details to the Democratic Services Officer, who will arrange for your stay to be extended.

Public Participation

Please see the agenda list on following pages for details of deadlines for submission of questions and statements for this meeting.

For extended details on meeting procedure, submission and scope of questions and other matters, please consult [Part 4 of the council's constitution](#).

The full constitution can be found at [this link](#).

For assistance on these and other matters please contact the officer named above for details

PART I

Items to be considered while the meeting is open to the public

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Items to be considered while the meeting is open to the public

1 Election of Chairman 2017/18

Nominations will be sought orally from those present at the meeting. Voting will be by way of a show of hands unless at least 10 Members request the holding of a secret ballot.

2 Election of Vice-Chairman 2017/18

Nominations will be sought orally from those present at the meeting. Voting will be by way of a show of hands unless at least 10 Members request the holding of a secret ballot.

3 Apologies

4 Declarations of Interest

To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.

5 Minutes of Previous Meeting (Pages 9 - 114)

To approve as a correct record and sign the minutes of the last meeting of Council held on 21 February 2017.

6 Election Results

To receive and note the Returning Officer's return in respect of this Council's elections held on 4 May 2017 (to follow).

7 Announcements by the Chairman

8 Public Participation

The Council welcomes contributions from members of the public.

Statements

If you would like to make a statement at this meeting on any item on this agenda, please register to do so at least 10 minutes prior to the meeting. Up to 3 speakers are permitted to speak for up to 3 minutes each on any agenda item. Please contact the officer named above for any further clarification.

Questions

To receive any questions from members of the public received in accordance with the constitution. Those wishing to ask questions are required to give notice of any such questions in writing to the officer named above (acting on behalf of the Corporate Director) **no later than 5pm on 9 May** in order to be guaranteed a written response. Questions received after this deadline and no later than 5pm 11 May 2017 before the meeting will receive a verbal response. Please contact the officer named on the first page of this agenda for further advice.

Questions may be asked without notice if the Chairman decides that the matter is urgent. Details of any questions received will be circulated to Councillors prior to the meeting and made available at the meeting and on the Council's website.

9 **Petitions**

9a) **Petitions Received**

No petitions have been submitted for presentation to this meeting.

9b) **Petitions Update** (*Pages 115 - 118*)

Report of the Democratic Governance Manager.

APPOINTMENTS

10 **Appointment of Leader**

In accordance with the adopted executive arrangements, to elect a Leader of the Council for the period 2017-2021.

Nominations will be sought orally from those present at the meeting. Voting will be by way of a show of hands unless at least 10 Members request the holding of a secret ballot.

The Leader will then advise Council of the membership of his/her Cabinet.

11 **Appointment of Committees and Review of Allocation of Seats on Committees to Political Groups**

Reports (to follow) by the Associate Director, Corporate Office, Function and Procurement

11a) **Appointment of Committees and Review of Allocation of Seats on Committees to Political Groups**

11b) **Appointment of Councillors to Committees**

11c) **Appointment of Chairmen and Vice-Chairmen - Committees**

12 **Appointments to the Dorset and Wiltshire Fire and Rescue Authority**

Report (to follow) by the Associate Director, Corporate Office, Function and Procurement

POLICY FRAMEWORK

Under its Constitution, the Council is responsible for approving the Policy Framework of the Council expressed in various plans and strategies which includes the subject referred to in item 13 below.

13 **Adoption Chippenham Site Allocations Plan** (*Pages 119 - 282*)

To consider Cabinet's recommendation dated 14 March 2017 regarding the adoption of the Chippenham Site Allocations Plan.

Report by Dr Carlton Brand, Corporate Director

COUNCILLORS' MOTIONS

14 **Notices of Motion**

No motions have been submitted for this Council meeting.

OTHER ITEMS OF BUSINESS

15 **Proposed changes to the Constitution - Parts 11A & 11B** (Pages 283 - 288)

To consider proposed minor changes to Parts 11A & 11B of the Council's Constitution which relate to the terms of reference of the Corporate Parenting Panel and the Safeguarding Children and Young People Panel.

Report by Carolyn Godfrey, Corporate Director

MINUTES OF CABINET AND COMMITTEES

16 **Minutes of Cabinet and Committees**

- a. The Chairman will move that Council receives and notes the minutes of Cabinet and the various Committees of the Council as listed in the [minute book](#).
- b. The Chairman will invite the Leader, Cabinet members and Chairmen of Committees to make any important announcements.
- c. Councillors will be given the opportunity to raise questions on points of information or clarification on the minutes presented.
- d. Councillors will be given an opportunity to raise any questions on the minutes of the Dorset and Wiltshire Fire Authority – please submit any questions to committee@wiltshire.gov.uk by 5pm 8 May 2017
- e. Councillors will be given an opportunity to raise general issues relating to Area Boards but not specific local issues.

COUNCILLORS' QUESTIONS

17 **Councillors' Questions**

Please note that Councillors are required to give notice of any such questions in writing to the officer named on the first page of this agenda (acting on behalf of the Corporate Director) **not later than 5pm on Tuesday 9 May 2017**. Questions may be asked without notice if the Chairman decides that the matter is urgent.

Details of any questions received will be circulated to Councillors prior to the meeting and made available at the meeting and on the Council's website.

PART II

Items during consideration of which it is recommended that the public should be excluded because of the likelihood that exempt information would be disclosed.

None

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