

SUMMONS

Council Meeting

Date: 13 November 2012

Time: 10.30 am

Place: Melksham Assembly Hall, Market Place, Melksham, SN12 6ES

**PLEASE SIGN THE ATTENDANCE
BOOK BEFORE ENTERING THE
COUNCIL CHAMBER**

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

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

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

PART I

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

1 **Apologies**

2 **Minutes of Previous Meeting** (*Pages 1 - 34*)

To approve as a correct record and sign the minutes of the last meeting of Council held on 10 July 2012

3 **Declarations of Interest**

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

4 **Announcements by the Chairman**

5 **Petitions**

5a) **Petitions Received**

No petitions have been received for this meeting

5b) **Petitions Update** (*Pages 35 - 38*)

Report of the Head of Democratic Services.

6 **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 Tuesday 6 November 2012. 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.

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 subjects referred to in item 7 below

These items were considered by Cabinet at its meetings on 24 July and 23 October 2012

[\(Link to Cabinet agenda 24 July 2012\)](#)

[\(Link to Cabinet agenda 23 October 2012\)](#)

7 **Emergency and Civil Contingency Plans**

7a) **Emergency and Civil Contingency Plans - Introduction** (*Pages 39 - 42*)

Report by Maggie Rae, Corporate Director of Public Health and Public Protection.

7b) **Review of Major Incident Plan** (*Pages 43 - 48*)

The report previously considered by Cabinet on 24 July 2012 (including Cabinet's recommendation to adopt the Plan) is attached.

The plan itself has been printed and circulated separately, and is available to view online.

7c) **Review of Recovery Plan** (*Pages 49 - 54*)

The report previously considered by Cabinet on 23 October 2012 (including Cabinet's recommendation to adopt the Plan) is attached.

The plan itself has been printed and circulated separately, and is available to view online.

ITEMS OF BUSINESS

8 **Electoral Arrangements 2013** (*Pages 55 - 60*)

Report of the Monitoring Officer.

9 **Council Tax Support Scheme** (*Pages 61 - 94*)

Report previously considered by Cabinet on 6 November 2012 is attached. Cabinet's recommendation will be circulated prior to Council.

10 **Membership of Committees**

To determine any requests from Group Leaders for changes to committee membership in accordance with the allocation of seats to political groups previously approved by the Council.

COUNCILLORS' MOTIONS AND QUESTIONS

11 **Notices of Motion**

None received.

12 **Councillors' Questions** (*Pages 95 - 98*)

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 4 November 2012. 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.

MINUTES OF CABINET AND COMMITTEES

13 **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 Minutes Book enclosed separately.

(b) The Leader, Cabinet members and Chairmen of Committees will be given a brief opportunity to make any important announcements.

(c) Councillors will be given an opportunity to raise general issues relating to Area Boards but not specific local issues.

(d) Councillors will be given the opportunity to raise questions on points of information or clarification on the minutes presented.

EXTERNAL ORGANISATIONS

To receive reports from external organisations.

Please note that under the Constitution, Councillors wishing to ask a question in relation to the reports of the Wiltshire Police Authority and the Wiltshire and Swindon Fire Authority are required to give written notice to the officer named on the front of this agenda (acting on behalf of the Corporate Director) no later than five clear days before the Council meeting – 5pm on Monday 5 November 2012.

The documents referred to in the following items 14 (a) and (b) and 15 were previously circulated to Councillors to provide an opportunity to submit any questions within the above mentioned timescale. The documents are also circulated with this agenda for ease of reference.

14 **Wiltshire Police Authority**

To receive and note:

14a) **the minutes of the Wiltshire Police Authority meeting held on 20 July 2012 and 20 September 2012** (*Pages 99 - 114*)

14b) **the report of the Wiltshire Police Authority** (*Pages 115 - 116*)

15 **Wiltshire and Swindon Fire Authority** (*Pages 117 - 120*)

To receive and note the minutes of the Wiltshire and Swindon Fire Authority meeting held on 27 September 2012.

Carlton Brand
Corporate Director
Wiltshire Council
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Wiltshire