

## **GENERAL PURPOSES AND LICENSING COMMITTEE**

Minutes of the meeting held at 7.00 pm on 30 March 2023

### **Present:**

Councillor Pauline Tunnicliffe (Chairman)  
Councillor Mike Botting (Vice-Chairman)  
Councillors Nicholas Bennett J.P., Kira Gabbert,  
Mike Jack, Josh King, Jonathan Laidlaw, Keith Onslow,  
Melanie Stevens, Harry Stranger and  
David Cartwright QFSM

### **47 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS**

Apologies for absence were received from Councillors Kathy Bance, Robert Evans (who was replaced by Councillor David Cartwright), Ryan Thomson and Sam Webber (who joined the meeting online).

### **48 DECLARATIONS OF INTEREST**

There were no declarations of interest.

### **49 QUESTIONS**

No questions had been received.

### **50 CONFIRMATION OF MINUTES OF THE MEETING HELD ON 16 FEBRUARY 2023**

In the third paragraph on page 4 (minute 37) the word "majority" was corrected to "minority."

**RESOLVED that the minutes of the meeting held on 16 February 2023 be confirmed.**

### **51 CONSTITUTION WORKING GROUP Report CSD23039**

At its meeting on 6<sup>th</sup> July 2022 this Committee set up a Constitution Working Group to review the Council's Constitution – to simplify and improve the overall structure of the Constitution and to make recommendations for specific, detailed changes. The report presented some detailed changes for Members to consider and refer to full Council. It also made some suggestions that had not been considered at the Working Group regarding the full Council meeting to approve the budget and Council Tax each year.

Councillor Nicholas Bennett had chaired the Working Group and he presented the proposals. He recommended the following amendments –

- The proposal to limit the membership of Development Control Committee to no more than two members of the same ward was unnecessary.
- On motions, the following words should be removed in paragraph 13.6 (c) – “This becomes the substantive motion to which any further amendments are moved.”
- On call-in, the order of sub-sections and some of the wording be amended in paragraph 15.

Some Members raised objections to elements of the proposals, particularly around the limitations to call-in and petitions. However, the proposals were supported by the Committee with the changes set out above and referred to full Council.

**RESOLVED that Council be recommended**

**(1) To note that officers will report to a future meeting on proposals for the overall structure of the Constitution.**

**(2) The following changes be made to the Constitution in line with section 3 of the report and the wording set out in the appendix (to take effect for the 2023/24 Council year):**

- (a) The rules for questions be amended (as proposed in paragraphs 3.6 to 3.8 of the report.)**
- (b) The rules for motions be amended (as proposed in paragraphs 3.9 to 3.11 of the report and as amended above.)**
- (c) The rules for call-in be amended (as proposed in paragraphs 3.1-2 to 3.14 of the report and as amended above.)**
- (d) The Petition Scheme be amended (as proposed in paragraph 3.15 of the report.)**
- (e) The use of gender-neutral language in the Constitution be approved as proposed in paragraphs 3.16 of the report.)**
- (f) The additional of a special full Council budget and Council tax meeting be approved (as proposed in paragraphs 3.17 and 3.18 of the report.)**

**52           REPORTS FROM EXECUTIVE ASSISTANTS**  
Report CSD23037

As part of this Committee’s decisions in relation to the Members’ Allowances Scheme 2008/09, it was agreed that this Committee should receive an annual report from each of the Executive Assistants outlining the work they have undertaken over the past year in justification of the receipt of their allowance (currently £3,746pa in 2022/23). Appendix A to the report included reports from the two current Executive Assistants -

- Adult Care & Health - Cllr Mike Botting
- Sustainability, Green Services and Open Spaces –  
Cllr Thomas Turrell

The Committee noted that the purpose of the report related to the value of the Executive Assistant role in terms of the Member Allowances Scheme. However, it was considered that it was no longer necessary for this Committee to receive these reports and any scrutiny of Executive Assistants should be carried out by Policy Development and Scrutiny Committees.

**RESOLVED that**

- (1) The reports from Executive Assistants be received and noted.**
- (2) Reports from Executive Assistants will not be required by this Committee in future.**

**53 WORK PROGRAMME AND MATTERS OUTSTANDING**  
Report CSD23038

The Committee considered its work programme, including dates in 2023/24. The outstanding outside body appointments would be taken up in May as part of the annual review. The Chairman thanked the Members who had contributed to the two major projects to update the Council's Scheme of Delegation to Officers and the Constitution.

It was noted that Licensing and Appeals Sub-Committees were often made up from a limited pool of Members, and it was suggested that Members who were available to serve during the day should be encouraged to sit on this Committee.

**RESOLVED that the work programme be noted.**

**54 LOCAL JOINT CONSULTATIVE COMMITTEE: MINUTES OF THE MEETING HELD ON 7 DECEMBER 2022**

The minutes of the Local Joint Consultative Committee meeting held on 7<sup>th</sup> December 2022 were received.

**55 LICENSING SUB-COMMITTEE: MINUTES OF THE MEETING HELD ON 8 FEBRUARY 2023**

The minutes of the Licensing Sub-Committee meeting held on 8 February 2023 were received.

The Chairman thanked all members of the Committee for their work throughout the year and Councillor Nicholas Bennett led Members in thanking the Chairman.

*General Purposes and Licensing Committee*  
*30 March 2023*

The Meeting ended at 7.37 pm

Chairman