

**CANNOCK CHASE COUNCIL**

**COUNCIL MEETING**

**WEDNESDAY, 2 NOVEMBER, 2011 AT 4.00 P.M.**

**COUNCIL CHAMBER, CIVIC CENTRE, BEECROFT ROAD, CANNOCK**

**Please note:**

***All Members of the Council are invited to attend a briefing session given by the Head of Financial Management in respect of the Government's Welfare Reform Agenda and the implications for local authorities.***

***This session will commence at 2.30 p.m. in the Council Chamber.***

Notice is hereby given of the above mentioned meeting of the Council which you are summoned to attend for the purpose of transacting the business set out below:-

- 1. Apologies**
- 2. Declarations of Interests of Members in Contracts and Other Matters and Restriction on Voting by Members**

To declare any personal or prejudicial interests in accordance with the Code of Conduct and any possible contraventions under Section 106 of the Local Government Finance Act 1992.

Members should refer to the guidance included as part of this agenda.

- 3. Minutes**

To confirm the Minutes of the Council Meeting held on 28 September, 2011, Minute Nos. 39 – 46 and 47; Page Nos. 25 – 28 and 29.

**4. The Chairman's Announcements and Correspondence**

**5. Questions in Accordance with Rule 8**

No questions have been submitted in accordance with Rule 8.

**6. Part 1 Minutes of Cabinet, Committees and Panels**

To (a) consider reports and determine recommendations and matters referred to the Council for specific determination and (b) receive for information details of resolutions in respect of powers and duties delegated by the Council in Part 1 Minutes of the following Cabinet, Committees, Panels and Forums: -

- (a) Cabinet
  - (i) 15 September, 2011  
Minutes 45 - 64  
Page Nos. 26 – 36
- (b) Planning Control Committee
  - (i) 23 August, 2011  
Minutes 36 - 41  
Page Nos. 13 – 14
  - (ii) 14 September, 2011  
Minutes 42 - 51  
Page Nos. 15 - 19
- (c) Audit and Governance Committee
  - (i) 22 August, 2011  
Minutes 9 - 14  
Page Nos. 5 - 7
- (d) Scrutiny Committee
  - (i) 11 July, 2011  
Minutes 1 - 6  
Pages Nos. 1 - 5
- (e) Health Scrutiny Committee
  - (i) 19 July, 2011  
Minutes 7 - 15  
Page Nos. 5 - 9
- (f) Appeals and Complaints Panel

- (i) 19 September, 2011  
Minutes 5 - 7  
Page No. 4
  - (ii) 29 September, 2011  
Minutes 9 - 11  
Page No. 8
- (g) Joint Parking Committee
  - (i) 20 July, 2011  
Minutes 1 - 16  
Page Nos. 23 - 29
- (h) Rate Relief Committee
  - (i) 6 July, 2011  
Minutes 1 - 4  
Page nos.1 - 2
- (i) Cannock Community Forum
  - (i) 15 June, 2011  
Minutes 1 - 11  
Page Nos. 1 - 9
- (j) Heath Hayes, Norton Canes and Rawnsley Community Forum
  - (i) 7 June, 2011  
Minutes 1 - 8  
Page Nos. 1 - 4

## **7. Recommendations Referred from Cabinet held on 20 October, 2011**

In respect of the Corporate Communications Strategy, 2011 – 14, considered at Cabinet on 20 October, 2011:

“That the revised Communications Strategy be recommended to Council for approval.”

Members are asked to refer to reports and supporting papers available from the Members' Portal and the Council's website under the Cabinet meeting of 20 October, 2011. Additional copies can be provided on request from the Democratic Services section.

## **8. Notification of Changes to Cabinet Portfolios**

To receive notification from the Leader of the Council of changes to Cabinet Portfolios. (Copies of an amended Section 23 of the Constitution will be circulated at the meeting.)

**9. Cannock Chase Local Policing Team: Six Months In**

To receive a briefing from Chief Inspector Carl Ratcliffe, LPT Commander for Cannock Chase Division, in respect of local policing matters.

**10. Staffordshire Fire and Rescue Service Update**

To receive a briefing from Stuart Cloughton, Area Commander, Staffordshire Fire and Rescue Service in respect of the service's performance and community projects in the Cannock Chase area.

**11. Quarterly Treasury Report – Mid-Year Review Report of 2011-12**

Report of the Head of Financial Management (Enclosure 11.1 – 11.6, plus attachments).

**12. Request from Norton Canes Parish Council Regarding Section 106 Funding**

Report of the Corporate Director (Enclosure 12.1 – 12.5).

**13. Exclusion of the Public**

The Chairman to propose the following motion:-

"That the public be excluded for the remainder of the meeting because of the likely disclosure of exempt information as defined in Paragraph 2, 3 and 4, Part I, Schedule 12A, Local Government Act, 1972."

**CANNOCK CHASE COUNCIL**

**COUNCIL MEETING**

**WEDNESDAY, 2 NOVEMBER, 2011 AT 4.00 P.M.**

**COUNCIL CHAMBER, CIVIC CENTRE, BEECROFT ROAD, CANNOCK**

**PART 2**

**13. Part 2 Minutes of Cabinet, Committees, Select Committees and Panels**

To (a) consider reports and determine recommendations and matters referred to the Council for specific determination and (b) receive for information details of resolutions in respect of powers and duties delegated by the Council in Part 2 Minutes of the following Cabinet, Committees, Forums and Panels: -

(a) Cabinet

- (i) 15 September, 2011  
Minutes 65 - 68  
Page Nos. 37 - 39

(b) Appeals and Complaints Panel

- (i) 19 September, 2011  
Minute 8  
Page Nos. 5 – 7
- (ii) 29 September, 2011  
Minute 12  
Page Nos. 9 - 11



S.G. Brown  
Chief Executive

Civic Centre,  
Beecroft Road,  
Cannock.  
WS11 1BG

25 October, 2011



## **GUIDANCE ON DECLARING PERSONAL AND PREJUDICIAL INTERESTS AT MEETINGS**

### **DEFINITION OF WHAT IS A PERSONAL OR PREJUDICIAL INTEREST**

**A PERSONAL INTEREST** is one where your well-being or financial position, or those of a relative or friend would be affected by the decision.

You automatically have a personal interest if you have given notice in the Register of Members' Interests under Paragraph 14 and 15, e.g. if you are appointed to an outside body by the Council.

**A PREJUDICIAL INTEREST** is where a member of the public knowing the facts would reasonably regard the interest as so significant that it would prejudice your judgement of the public interest.

### **PLEASE MAKE IT CLEAR WHETHER IT IS A PERSONAL OR PREJUDICIAL INTEREST.**

It would be helpful if, prior to the commencement of the meeting, members informed Legal & Democratic Services Unit of any declarations of interest, of which you are aware. This will help in the recording of the declarations in the minutes of the meeting.

### **DECLARING INTERESTS AT FULL COUNCIL**

The Code of Conduct only requires that personal interests (or personal and prejudicial interests) are declared where the matter to which the interest relates is being considered. Some items will be mentioned in the papers for full Council but are not actually being considered by Full Council. In particular, some items are mentioned as having been dealt with in Cabinet but are not actually mentioned or discussed at full Council. In such circumstances the Monitoring Officer's advice to Members is that there is no need to declare an interest unless the particular matter is mentioned or discussed. As a general rule, Members only need to declare an interest at full Council in the following circumstances:

- Where a matter is before the Council for a decision and/or
- Where the matter in which the Member has an interest is specifically mentioned or discussed at the Council meeting.