

Council



Forest Heath
District Council

Title:	Agenda
Date:	Wednesday 20 March 2019
Time:	6.00 pm
Venue:	Council Chamber District Offices College Heath Road Mildenhall
Membership:	All Councillors You are hereby summoned to attend a meeting of the Council to transact the business on the agenda set out below.  Ian Gallin Chief Executive 12 March 2019
Quorum	One quarter of the total number of Members
Committee administrator:	Helen Hardinge Democratic Services Officer Tel: 01638 719363 Email: helen.hardinge@westsuffolk.gov.uk

Public Information



Forest Heath
District Council

Venue:	District Offices College Heath Road Mildenhall Suffolk, IP28 7EY	Tel: 01638 719000 Email: democratic.services@westsuffolk.gov.uk Web: www.westsuffolk.gov.uk
Access to agenda and reports before the meeting:	Copies of the agenda and reports are open for public inspection at the above address at least five clear days before the meeting. They are also available to view on our website.	
Attendance at meetings:	The District Council actively welcomes members of the public and the press to attend its meetings and holds as many of its meetings as possible in public.	
Public speaking:	<p>At ordinary meetings of the Council, members of the public who live or work in the District may put questions about the work of the Council to members of the Cabinet or any Committee. 30 minutes will be set aside for this. 30 minutes will also be set aside for questions at extraordinary meetings of the Council, but must be limited to the business to be transacted at that meeting. A person who wishes to speak must register at least fifteen minutes before the time the meeting is scheduled to start. This can be done by sending the request to:</p> <p>democratic.services@westsuffolk.gov.uk or by telephoning 01638 719363 or in person by telling the Democratic Services Officer present at the meeting. Written questions, detailing the full question to be asked, may be submitted by members of the public to the Service Manager (Democratic Services) no later than 10.00am on the previous working day to the meeting of the Council.</p> <p>Email: democratic.services@westsuffolk.gov.uk Phone: 01638 719363</p>	
Disabled access:	The public gallery is on the first floor and is accessible via stairs. There is not a lift but disabled seating is available at the back of the Council Chamber on the ground floor. Please see the Committee Administrator who will be able to help you.	
Induction loop:	An Induction loop operates to enhance sound for anyone wearing a hearing aid or using a transmitter.	
Recording of meetings:	<p>The Council may record this meeting and permits members of the public and media to record or broadcast it as well (when the media and public are not lawfully excluded).</p> <p>Any member of the public who attends a meeting and objects to being filmed should advise the Committee Administrator who will instruct that they are not included in the filming.</p>	
Personal Information	<p>Any personal information processed by Forest Heath District Council or St Edmundsbury Borough Council arising from a request to speak at a public meeting under the Localism Act 2011, will be protected in accordance with the Data Protection Act 2018. For more information on how we do this and your rights in regards to your personal information and how to access it, visit our website:</p> <p>https://www.westsuffolk.gov.uk/Council/Data_and_information/howweuseinformation.cfm or call Customer Services: 01284 763233 and ask to speak to the Data Protection Officer.</p>	

Agenda

Procedural Matters

Part 1 - Public

- 1. Minutes** **1 - 6**
To confirm as a correct record the minutes of the Council meeting held on 19 December 2018 (copy attached).

- 2. Chairman's Announcements** **7 - 12**
Report No: **COU/FH/19/001**

- 3. Apologies for Absence**

- 4. Declarations of Interest**
Members are reminded of their responsibility to declare any disclosable pecuniary interest not entered in the Authority's register or local non pecuniary interest which they have in any item of business on the agenda (subject to the exception for sensitive information) and to leave the meeting prior to discussion and voting on an item in which they have a disclosable pecuniary interest.

- 5. The Leader's Report** **13 - 14**
Report No: **COU/FH/19/002**

Council Procedure Rule 8.2 states that *'the Leader of the Council will introduce the statement and members may ask the Leader questions on the content of both his/her introductory remarks and the written report. All questions will be answered immediately by the Leader or by the relevant Cabinet Member if the Leader refers any question to him or her, unless sufficient information to give an answer is not available. In these circumstances the member asking the question will receive a response in writing within five working days of the Council meeting at which the question was asked.'*

8.3 - *A total of 30 minutes will be allowed for questions and responses. There will be a limit of five minutes for each question to be asked and answered. The member asking the original question may put a supplementary question arising from the reply so long as the five minute limit is not exceeded.*

6. Public Participation

Council Procedure Rule 6 *Members of the public who live or work in the District are invited to put one question of not more than five minutes duration. A person who wishes to speak must register at least fifteen minutes before the time the meeting is scheduled to start.**

(Note: the maximum time to be set aside for this item is 30 minutes, but if all questions are dealt with sooner, or if there are no questions, the Council will proceed to the next business.)

*Each person may ask one question only. A total of **five minutes will be allowed for the question to be put and answered.** One further question will be allowed arising directly from the reply **provided that the original time limit of five minutes is not exceeded.***

Written questions may be submitted by members of the public to the Service Manager (Democratic Services) **no later than 10.00am Tuesday 19 March 2019.** The written notification should **detail the full question** to be asked at the meeting of the Council.*

**For further information, see the Public Information Sheet attached to this agenda.*

7. Referrals Report of Recommendations from Joint Executive (Cabinet) Committee 15 - 38

Report No: **COU/FH/19/003**

Referrals from Joint Executive (Cabinet) Committee: 12 March 2019

1. Treasury Management Report 2018-2019 and Investment Activity (1 April – 31 December 2018)
Cabinet Member: Councillor Stephen Edwards
2. West Suffolk Joint Pay Policy Statement: 2019/2020
Cabinet Member: Councillor Stephen Edwards
*(For ease of reference, Appendix 1 to Report No: CAB/JT/19/015 is attached to this Referrals Report at **Appendix 1**)*
3. Newmarket Cinema and Restaurant Development: Outline Business Case
Cabinet Member: Councillor Lance Stanbury
*(For ease of reference, Report No: CAB/JT/19/018 is attached to this Referrals Report at **Appendix 2** together with CAB/JT/19/018's Exempt Appendix A which is also attached to this Referrals Report at **Exempt Appendix 3**)*

8. Questions to Chairmen of other Committees

Questions to Chairmen on the business transacted by their Committees since the last ordinary meeting of Council:

Development Control Committee	2 January 2019
	6 February 2019
Overview & Scrutiny Committee	10 January 2019
	14 March 2019
Licensing & Regulatory Committee	29 January 2019
Performance & Audit Scrutiny Committee	31 January 2019

9. Urgent Questions on Notice

The Council will consider any urgent questions on notice that were notified to the Service Manager (Democratic Services) by 11am on the day of the meeting.

10. Recognising the History of Forest Heath District Council and Long Service Awards

Report No: **COU/FH/19/004**

11. Vote of Thanks to the Retiring Chairman and Vice-Chairman

As there will be no further meetings of Forest Heath District Council prior to its dissolution on 31 March 2019, the Council will be asked to consider separate Votes of Thanks to the retiring Chairman and Vice-Chairman who will remain in office until 31 March 2019.

Note: The current Chairman and Mayor of St Edmundsbury Borough Council will be the nominated civic representatives of the new West Suffolk Council until the new Council's Annual General Meeting on 22 May 2019.

(a) **Retiring Chairman**

(At this point, the Vice-Chairman will take the Chair.)

Councillor James Waters will move,

"That the Council, in recognising the most able and diligent manner in which the retiring Chairman, Councillor Brian Harvey has carried out the duties of Chairman of the District during the past year, record its thanks and deep appreciation of his services as Chairman."

Councillor David Bowman will second.

The Vice-Chairman will then put the motion to the vote and, on its being carried by a show of hands **the Vice Chairman will then present Councillor Brian Harvey with his past Chairman's Badge.** Councillor Harvey will then acknowledge his year in office.

(The Chairman will then re-take the Chair.)

(b) **Vice-Chairman**

Councillor Rona Burt will move,

"That the Council, in recognising the most able and diligent manner in which the retiring Vice-Chairman, Councillor Chris Barker has carried out the duties of Vice-Chairman of the District during the past year, record its thanks and deep appreciation of his services as Vice-Chairman."

Councillor Carol Lynch will second.

The Chairman will then put the motion to the vote and, on its being carried by a show of hands, Councillor Chris Barker will then acknowledge his year in office.

12. Chairman's Closing Remarks

The Chairman will make his closing remarks to signify the dissolution of Forest Heath District Council, which will be replaced by the creation of West Suffolk Council from 1 April 2019.

Part 2 – Exempt

13. Referrals Report of Recommendations from the Joint Executive (Cabinet) Committee - Newmarket Cinema and Restaurant Development: Outline Business Case (Exempt: Para 3) (Report No: COU/FH/19/003)

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*Report No: CAB/JT/19/018's Exempt Appendix A attached as **Exempt Appendix 3** to Report No: COU/FH/19/003.*