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# Council



<b>Title</b>	<b>Agenda</b>
<b>Date</b>	<b>Tuesday 13 December 2022</b>
<b>Time</b>	<b>7.00 pm</b>
<b>Venue</b>	<b>Conference Chamber West Suffolk House</b> Western Way Bury St Edmunds
<b>Membership</b>	<b>All Councillors</b>  You are hereby summoned to attend a meeting of the Council to transact the business on the agenda set out below.   <b>Ian Gallin</b> <b>Chief Executive</b> <b>5 December 2022</b>
<b>Interests – declaration and restriction on participation</b>	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.
<b>Quorum</b>	One third of the Council (22 members)
<b>Committee administrator</b>	<b>Claire Skoyles</b> Democratic Services Officer <b>Telephone</b> 01284 757176 <b>Email</b> <a href="mailto:claire.skoyles@westsuffolk.gov.uk">claire.skoyles@westsuffolk.gov.uk</a>

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## Public information

<b>Venue</b>	Conference Chamber, West Suffolk House, Bury St Edmunds IP33 3YU
<b>Contact information</b>	Telephone: 01284 757176 Email: <a href="mailto:democratic.services@westsuffolk.gov.uk">democratic.services@westsuffolk.gov.uk</a> Website: <a href="http://www.westsuffolk.gov.uk">www.westsuffolk.gov.uk</a>
<b>Access to agenda and reports before the meeting</b>	The agenda and reports will be available to view at least five clear days before the meeting on our website.
<b>Attendance at meetings</b>	<p>This meeting is being held in person in order to comply with the Local Government Act 1972. We may be required to restrict the number of members of the public able to attend in accordance with the room capacity. If you consider it is necessary for you to attend, please inform Democratic Services in advance of the meeting.</p> <p>As a local authority, we have a corporate and social responsibility for the safety of our staff, our councillors and visiting members of the public. We therefore request that you exercise personal responsibility and do not attend the meeting if you feel at all unwell.</p> <p>West Suffolk Council continues to promote good hygiene practices with hand sanitiser and wipes being available in the meeting room. Attendees are also able to wear face coverings, should they wish to.</p>
<b>Public participation</b>	<p>Members of the public who live or work in the district may put questions about the work of the Council or make statements on items on the agenda to members of the Cabinet or any committee. A total of 30 minutes will be set aside for this with each person limited to asking one question or making one statement within a maximum time allocation of five minutes. 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.</p> <p>The Constitution allows that a person who wishes to speak must register at least 15 minutes before the time the meeting is scheduled to start. <b>We urge anyone who wishes to register to speak to notify Democratic Services by 9am on the day of the meeting so that advice can be given on the arrangements in place.</b></p>

<b>Accessibility</b>	If you have any difficulties in accessing the meeting, the agenda and accompanying reports, including for reasons of a disability or a protected characteristic, please contact Democratic Services at the earliest opportunity using the contact details provided above in order that we may assist you.
<b>Recording of meetings</b>	<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>
<b>Personal information</b>	<p>Any personal information processed by West Suffolk 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: <a href="https://www.westsuffolk.gov.uk/Council/Data_and_information/howweuseinformation.cfm">https://www.westsuffolk.gov.uk/Council/Data_and_information/howweuseinformation.cfm</a> or call Customer Services: 01284 763233 and ask to speak to the Information Governance Officer.</p>

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# Agenda

## Procedural matters

	<b>Pages</b>
<b>1. Minutes</b>	<b>1 - 10</b>
To confirm the minutes of the meeting held on 27 September 2022 (copy attached).	
<b>2. Chair's announcements</b>	<b>11 - 14</b>
To receive announcements (if any) from the Chair.	
A list of civic events/engagements attended by the Chair and Vice-Chair since the last ordinary meeting of Council held on 27 September 2022 are <b>attached</b> .	
<b>3. Apologies for absence</b>	
To receive announcements (if any) from the officer advising the Chair (including apologies for absence).	
<b>4. Declarations of interests</b>	
Members are reminded of their responsibility to declare any pecuniary or local non pecuniary interest which they have in any item of business on the agenda <b>no later than when that item is reached</b> and, when appropriate, to leave the meeting prior to discussion and voting on the item.	

## Part 1 – public

<b>5. Leader's statement</b>	<b>15 - 24</b>
Paper number: <b>COU/WS/22/020</b>	
<b>Council Procedure Rules 8.1 to 8.3.</b> The Leader will submit a report (the Leader's Statement) summarising important developments and activities since the preceding meeting of the council.	
Members may ask the Leader questions on the content of both his introductory remarks and the written statement itself.	
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. A supplementary question arising from the reply may be asked so long as the five minute limit is not exceeded.	

## 6. Public participation

**Council Procedure Rules Section 6.** Members of the public who live or work in the district may put questions about the work of the council or make statements on items on the agenda to members of the Cabinet or any committee.

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

Each person may ask **one** question or make **one** statement only. A total of **five minutes will be allowed for the question to be put and answered or the statement made.** If a question is raised, one supplementary question will be allowed provided that it **arises directly from the reply and the overall time limit of five minutes is not exceeded.**

If a statement is made, then the Chair may allow the Leader of the Council, or other member to whom they refer the matter, a right of reply.

The Constitution allows that a person who wishes to speak must register at least 15 minutes before the time the meeting is scheduled to start. **We urge anyone who wishes to register to speak to notify Democratic Services by 9am on the day of the meeting so that advice can be given on the arrangements in place.**

As an alternative to addressing the meeting in person, **written questions** may be submitted by members of the public to the Monitoring Officer **no later than 10am on Monday 12 December 2022.** The written notification should **detail the full question** to be asked at the meeting of the Council.

## 7. Referrals report of recommendations from Cabinet

25 - 98

Report number: **COU/WS/22/021**

### A. Referrals from Cabinet: 18 October 2022

There are no referrals emanating from the Cabinet meeting held on 18 October 2022.

### B. Referrals from Cabinet: 8 November 2022

1. West Suffolk Statement of Licensing Policy

**Portfolio holder:** Councillor Andy Drummond

### **C. Referrals from Cabinet: 6 December 2022**

These referrals have been compiled before the decisions have been taken by the Cabinet and are based on the recommendations contained within each of the reports listed below. Any amendments made by the Cabinet to the recommendations within these reports will be notified to members in advance of the meeting accordingly.

1. Delivering a Sustainable Medium Term Budget

**Portfolio holder:** Councillor Sarah Broughton

2. Treasury Management Report (September 2022)

**Portfolio holder:** Councillor Sarah Broughton

3. Western Way Project Review – December 2022

**Portfolio holder:** Councillor Joanna Rayner

4. West Suffolk Local Council Tax Reduction Scheme (LCTRS) 2023 to 2024

**Portfolio holder:** Councillor Sarah Broughton

5. Council Tax Base for Tax Setting Purposes 2023 to 2024

**Portfolio holder:** Councillor Sarah Broughton

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| <b>8. Report of the Independent Remuneration Panel: Members' Allowances Scheme</b>   | <b>99 - 114</b>  |
| Report number: <b>COU/WS/22/022</b>  |                  |
| <b>9. West Suffolk Council Constitution: non-executive licensing functions</b>   | <b>115 - 120</b> |
| Report number: <b>COU/WS/22/023</b>  |                  |
| <b>10. Interim polling places review 2022</b>  | <b>121 - 126</b> |
| Report number: <b>COU/WS/22/024</b>  |                  |
| <b>11. Motion on notice</b>  |                  |
| Under section nine of the Council Procedure Rules, Councillor Julia Wakelam has given notice of a motion, as set out overleaf: |                  |

*"Council is asked to note:*

- 1. That there is growing evidence that glyphosate is a higher health risk than previously assumed. In 2015 the World Health Organisation identified it as 'probably carcinogenic to humans'. A 2019 study found the use of Roundup increased the risk of Non-Hodgkin's Lymphoma by 41 percent.*
- 2. A 2018 study found that glyphosate, the most used agricultural chemical ever, may be contributing to the global decline in bees and other pollinators, both by poisoning them and through loss of habitat.*
- 3. Glyphosate, and other pesticides, impact on the environment more generally by decreasing biodiversity*
- 4. Council should also acknowledge the work of the Environment and Climate Change Task Force in this connection. However, over 30 local authorities in Britain have already decided to ban the use of glyphosate from all their own operations and this Council should take immediate steps to do likewise.*

*In light of this, Council resolves to ask the officers to follow the precautionary principle and:*

- 1. Pledge to stop the use of glyphosate completely from all its in-house operations (including in Parks and the streetscene) by April 2023 without increasing the use of other chemical weedkillers. If thought absolutely necessary, an exception could be granted regarding the control of Japanese knotweed, or other specified invasive species, where there are currently no effective mechanical techniques available. However, in this case glyphosate will be sparingly sprayed in the case of young soft growth and otherwise it will be stem-injected, rather than sprayed, to reduce its spread in the environment. A Register, open to Members, shall be kept of all areas where glyphosate is used and this will be reported on in the annual Environmental Statement*
- 2. Officers are instructed not to spray round trees and in other public areas in spring and autumn 2023. If thought absolutely necessary, then weeds round trees could be removed by other, non chemical, means but ideally they should be left to promote biodiversity.*
- 3. Early in 2023, officers will embark upon a publicity and awareness campaign explaining why the spring and autumn sprays will not take place and highlighting the benefits to human health and biodiversity of not spraying. Officers will provide template responses for councillors to respond to residents to assist this campaign."*

It has been previously indicated that the motion will be seconded by Councillor Joe Mason.

**Paragraphs 9.6 to 9.11** of the Council Procedure Rules states:

'Each member may put one motion on notice at each Council meeting. A maximum of three motions may be considered at each Council meeting unless the Chair agrees, by virtue of special urgency, that additional motions may be considered. Any motions that cannot be considered at the meeting will be deferred for consideration at a future meeting of Council.

The motion on notice can be moved and seconded at the meeting by any member. If the motion on notice is not moved, it will be treated as withdrawn and may not be moved without another notice in accordance with these rules. A motion may be withdrawn at any time by the proposer of the motion.

Once the motion has been moved and seconded, the Chair will invite members to debate the motion. **Only five members**, in addition to the proposer and seconder, may speak to the motion. Each member may speak only once, for a maximum of **three minutes** on the motion. The proposer has the right of reply at the conclusion of the debate for three minutes.

The Chair has the discretion to extend the time allowed and/or the number of speakers to discuss the motion, to allow for the proposer (with the agreement of the seconder) to amend the motion, or to allow for the proposer to respond to questions or points of clarification on the motion.

At the conclusion of the debate, the motion shall be put to a vote and determined by a simple majority of those present and voting.

Where an agreed motion on notice refers a matter to a committee for consideration, then a report shall be presented in due course to the Council on how the motion on notice was considered by that committee and any consequential outcomes as a result.'

## **12. Any other urgent business**

To consider any business, which by reason of special circumstances, should in the opinion of the Chair be considered at the meeting as a matter of urgency.

## **Part 2 – exempt**

None