



**Mr S Hearse**  
**Chief Executive**  
**Torrige District Council**  
Riverbank House  
Bideford  
Devon  
EX39 2QG

Tel : Bideford (01237) 428700

Date: 12<sup>th</sup> May 2023

**TO: THE CHAIR AND COUNCILLORS OF THE TORRIDGE  
DISTRICT COUNCIL**

**ANNUAL MEETING OF THE COUNCIL**

**CADSDOWN BUSINESS SUPPORT CENTRE - CADSDOWN  
BIDEFORD EX39 3BE ON Monday 22 May 2023 at 6.30 pm**

NOTICE OF MEETING

**You are hereby summoned to the Meeting of the District Council at the  
aforementioned date and time**

**Chief Executive**

**A G E N D A**

1.	<b>APOLOGIES</b> To receive apologies for absence from the meeting
2.	<b>ELECTION OF CHAIR OF THE COUNCIL</b>
3.	<b>ELECTION OF VICE CHAIR OF THE COUNCIL</b>

4.	<p><b>PUBLIC CONTRIBUTIONS</b></p> <p>15 minute period for public contributions. (The deadline for registering to speak is by 2pm Thursday 18 May 2023. To register please email <a href="mailto:dem.services@torridge.gov.uk">dem.services@torridge.gov.uk</a>).</p>
5.	<p><b>TO CONSIDER CORRESPONDENCE OR OTHER BUSINESS ESPECIALLY BROUGHT FORWARD BY THE DIRECTION OF THE CHAIR</b></p>
6.	<p><b>ELECTION OF THE LEADER OF THE COUNCIL</b></p>
7.	<p><b>ELECTION OF DEPUTY LEADER OF THE COUNCIL</b></p>
8.	<p><b>SIZE OF COMMITTEES AND TERMS OF REFERENCE (PAGES 4 - 26)</b> To receive the report of the Head of Legal &amp; Governance (Monitoring Officer)</p>
9.	<p><b>ALLOCATION OF SEATS TO POLITICAL GROUPS (PAGES 27 - 28)</b> To receive the report of the Head of Legal &amp; Governance (Monitoring Officer)</p>
10.	<p><b>MEMBERSHIP OF COMMITTEES (PAGES 29 - 31)</b> To receive the report of the Head of Legal &amp; Governance (Monitoring Officer)</p>
11.	<p><b>ELECTION OF CHAIRS AND VICE CHAIRS</b></p> <p>Community and Resources Committee</p> <p>Audit and Governance Committee</p> <p>Plans Committee</p> <p>Licensing Committee</p> <p>Internal Overview and Scrutiny Committee</p> <p>External Overview and Scrutiny Committee</p> <p>Standards Committee</p>
12.	<p><b>SCHEME OF DELEGATION (PAGES 32 - 61)</b> To receive the report of the Head of Legal &amp; Governance (Monitoring Officer)</p>
13.	<p><b>SUBSTITUTION SCHEME (PAGES 62 - 64)</b> To receive the report of the Head of Legal &amp; Governance (Monitoring Officer)</p>

14.	<p><b>MEMBERSHIP OF OUTSIDE BODIES</b> (PAGES 65 - 68)</p> <p>To receive the report of the Head of Legal &amp; Governance (Monitoring Officer)</p>
15.	<p><b>APPOINTMENT OF MEMBERS TO ACTIVE TORRIDGE BOARD</b> (PAGES 69 - 70)</p> <p>To receive the report of the Chief Executive</p>
16.	<p><b>LEAD MEMBERS</b> (PAGES 71 - 72)</p> <ul style="list-style-type: none"> <li>• Economy</li> <li>• Community, Culture &amp; Leisure</li> <li>• Environment, Health, Wellbeing &amp; Community Safety</li> <li>• Planning &amp; Development</li> <li>• Customer Services &amp; Internal Resources</li> <li>• Finance &amp; Audit</li> <li>• Legal &amp; Democratic Support</li> <li>• Homelessness &amp; Housing Need</li> <li>• Operational Services</li> <li>• Climate Change</li> </ul>
17.	<p><b>APPOINTMENT OF S151 OFFICER</b> (PAGES 73 - 74)</p> <p>To receive the report of the Chief Executive</p>
18.	<p><b>EXCLUSION OF PUBLIC</b></p> <p>The Chair to move:</p> <p>“That the public be excluded from the remainder of the meeting because of the likely disclosure of exempt information as defined in Schedule 12A of the Local Government Act 1972”</p>
19.	<p><b>PART II - (CLOSED SESSION)</b></p> <p>Items which may be taken in the absence of the public and press on the grounds that exempt information may be disclosed.</p>
	<p>Meeting Organiser: Democratic Services Tel. 01237 428703</p>