



## Notes

1. **Length of meeting** - Normally the meeting will end when all the business on the agenda has been completed. As soon as this meeting has lasted for three hours the Chair will ask members to vote on whether to end the meeting. There will be a short briefing from officers on implications but no debate on whether the meeting should end. If the vote is in favour of ending the meeting it will end immediately or at such point as the meeting agrees.
2. **Reports** – some agenda items refer to reports that have been produced. The full reports are only sent to relevant Members. If you wish to see a non-confidential report you can access it via the Mendip District Council web-site at [www.mendip.gov.uk](http://www.mendip.gov.uk). If you wish to have a hard copy of the report then please contact the Committee Officer (details on page 1 of the agenda). For members of the public requesting hard copies sent by post a charge may be raised.
3. **Declarations of Interest** – If a member of the Board/Committee has a personal or prejudicial interest in any agenda item during this meeting they should now declare its existence and nature publicly.
4. **Public Speaking** – At the Chair’s discretion, members of the public can participate at meetings of a Council body by making representations on any matter. The maximum time for each speaker is three minutes, with a maximum time of 20 minutes for all speakers in total. Anyone who wishes to speak must either;
  - a) notify the Committee Officer (details on page 1) by 12 noon on the day of the meeting, or
  - b) complete the online form by 12 noon on the day of the meeting.

**Items on the agenda** – The public may either speak during the Public Participation agenda item or before the agenda item of interest.

**Items not on the agenda** - Any matters raised cannot be debated at the meeting but may be referred to a future meeting.

5. **Exclusion of the Press and Public** - The Local Government Act 1972 allows the public to be excluded from any Council meeting during any item of business on the grounds that confidential or exempt information is likely to be disclosed. “Confidential” and “exempt” are each defined by the Local Government Act, and there is an important difference between them. The public must be excluded from a meeting if “confidential” information is likely to be disclosed. However, if the information likely to be disclosed is “exempt”, members have discretion. They may exclude the public by passing a resolution, but are not obliged to do so.
6. **In accordance with the Openness of Local Government Bodies Regulations 2014** recording is allowed at all formal meetings of the authority to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings.

Those wishing to record proceedings should, as a courtesy, inform the chair (or Democratic Services Officer) of the committee of their intentions prior to the meeting.

# **AGENDA**

## **1 CHAIR'S ANNOUNCEMENTS**

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- The Chair will set out the procedure that the meeting will follow
- Mobile phones should be switched to silent

## **2 APOLOGIES FOR ABSENCE**

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To receive apologies from Members who are unable to attend the meeting.

## **3 DECLARATIONS OF INTEREST** See Note 3

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If a member of Group or other member of the Council present at the meeting has a personal or prejudicial interest in any agenda item during this meeting they should declare its existence and nature publicly.

## **4 PUBLIC PARTICIPATION** See Note 4

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- a) Items on the agenda
- b) Items not on the agenda

## **5 PREVIOUS OPEN MINUTES**

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To confirm the open minutes of the previous meeting held on 24 November 2021.

## **EXEMPT AND CONFIDENTIAL REPORTS**

## **6 EXCLUSION OF THE PRESS AND PUBLIC**

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**The Asset Management Group is asked to consider whether a resolution should be passed to exclude the press and public from the meeting during items 7 to 9 on the grounds that exempt information (as defined in Schedule 12A Local Government Act 1972) of the following description is likely to be disclosed:**

Category 3 Information relating to the financial or business affairs of any particular person (including those of the Council).

## **7 PREVIOUS CONFIDENTIAL MINUTES**

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To confirm the confidential minutes of the previous meeting held on 24 November 2021.

## **8 SALE OF LAND – NEAR WELLS**

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## **9 URGENT BUSINESS**

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To consider any business that the Chair considers is urgent

## **CIRCULATION OF PAPERS**

In accordance with Section 100B(2) of the Local Government Act 1972, reports and documents relating to Items 7 to 9 disclosing exempt or confidential information have been distributed only to elected members and officers of the Council.