



**This meeting will commence as soon as the Special Meeting regarding electoral arrangements for the Borough has concluded.**

Dear Sir/Madam,

You are summoned to attend the meeting of the Borough Council of Newcastle-under-Lyme to be held in the ***Council Chamber, Civic Offices, Merrial Street, Newcastle-under-Lyme, Staffordshire, ST5 2AG*** on ***Wednesday, 26th November, 2014.***

## **B U S I N E S S**

- 1 Apologies**
- 2 Declarations of Interest**
- 3 MINUTES** (Pages 5 - 8)  
To approve as a correct record the minutes of the previous meeting.
- 4 Mayor's Announcements**
- 5 Localised Council Tax Reduction Scheme** (Pages 9 - 16)
- 6 Review of Polling Districts and Polling Places** (Pages 17 - 32)
- 7 STATEMENT OF THE LEADER OF THE COUNCIL** (Pages 33 - 34)  
To receive a statement by the Leader of the Council on the activities and decisions of Cabinet and items included on the Forward Plan.
- 8 REPORTS OF THE CHAIRS OF THE SCRUTINY COMMITTEES** (Pages 35 - 36)  
Chairs are requested to submit written reports to the Democratic Services Manager at least 2 days before the meeting.
  - a) Finance, Resources and Partnerships Scrutiny Committee
  - b) Active and Cohesive Communities Scrutiny Committee
  - c) Cleaner, Greener and Safer Communities Scrutiny Committee
  - d) Economic Development and Enterprise Scrutiny Committee
  - e) Health and Wellbeing Scrutiny Committee
- 9 REPORTS OF THE CHAIRS OF THE REGULATORY COMMITTEES** (Pages 37 - 40)

Chairs are requested to submit written reports to the Democratic Services Manager at least two days before meeting.

- a) Audit and Risk Committee
- b) Planning Committee
- c) Licensing Committee
- d) Public Protection Committee

**10 QUESTIONS TO THE MAYOR,CABINET MEMBERS AND COMMITTEE CHAIRS**

In accordance with Procedure Rule 11, questions must be submitted at least 24 hours in advance of the meeting. Any questions considered urgent will only be accepted with the agreement of the Mayor prior to the meeting.

**11 MOTIONS OF MEMBERS**

A notice of motion other than those listed in Standing Order 19 must reach the Chief Executive ten clear days before the relevant Meeting of the Council.

**12 RECEIPT OF PETITIONS**

To receive from Members any petitions which they wish to present to the Council.

**13 STANDING ORDER 18 - URGENT BUSINESS**

To consider any communications which pursuant to Standing Order No18 are, in the opinion of the Mayor, of an urgent nature and to pass thereon such resolutions as may be deemed necessary.

Yours faithfully

A handwritten signature in black ink, appearing to be 'S. M.', is written over a horizontal line.

Chief Executive

## **NOTICE FOR COUNCILLORS**

### **1. Fire/Bomb Alerts**

In the event of the fire alarm sounding, leave the building immediately, following the fire exit signs. Do not stop to collect personal belongings, do not use the lifts.

Fire exits are to be found either side of the rear of the Council Chamber and at the rear of the Public Gallery.

On exiting the building Members, Officers and the Public must assemble at the car park at the rear of the Aspire Housing Office opposite to the Civic Offices. DO NOT re-enter the building until advised to by the Controlling Officer.

### **2. Attendance Record**

Please sign the Attendance Record sheet, which will be circulating around the Council Chamber. Please ensure that the sheet is signed before leaving the meeting.

### **3. Mobile Phones**

Please switch off all mobile phones before entering the Council Chamber.

### **4. Tea/Coffee**

Refreshments will be available at the conclusion of the meeting, or in the event of a break occurring, during that break.

### **5. Notice of Motion**

A Notice of Motion other than those listed in Standing Order 19 must reach the Chief Executive ten clear days before the relevant Meeting of the Council. Further information on Notices of Motion can be found in Section 5, Standing Order 20 of the Constitution of the Council.

