

## MOTION REQUEST FORM

**Please note that motions for inclusion on the agenda must be submitted a minimum of 10 Clear days before the next meeting.(clear days do not include the day of the notice or the day of the meeting) before the date of the meeting under standing order 9b**

<b>NAME:</b>	<b>Cllr Mark Hoffmann</b>	<b>DATE:</b>	<b>8<sup>th</sup> December 2023</b>
<b>CONTACT DETAILS</b>	<b>Email: <a href="mailto:Cllr.markhoffmann@gmail.com">Cllr.markhoffmann@gmail.com</a> or Mob: 07940500610</b>		

**MOTION:** INSERT PROPODSED WORDING TO APPEAR ON THE AGENDA.

Remember to make it clear what you are asking councillors to decide.

“To consider...” “To note...” “To review...” “To agree....”

1. Following recent events in the town, I would like my fellow councillors **to consider allowing me permission to carry out a survey on our current Town CCTV system in order to establish that it is still fit for purpose in helping to keep the town safe.**
2. Dependent on my findings and if it is felt that the CCTV system is no longer fit for purpose, I would like my fellow councillors **to consider allowing me permission to look at what is available on the market to bring the CCTV system up to standard.**
3. I would like my fellow councillors **to consider allowing me permission to look at what if any, grants or funding there are to either fund or part fund an upgrade or renewal of the CCTV system.**
4. On completion of all of the above, I would present a written report to full council with my findings and recommendations in order for them **to consider any proposals I may put forward.**

**BACKGROUND INFORMATION** - insert as much information as possible so that councillors have the detail that they need to make an informed decision.

With the recent developments of vandalism/criminal damage, anti social behaviour and some fairly serious assaults in the town, I do not feel that the current CCTV system that we have in place is to a standard of what it should be in helping detect crime at the same time as showing a reasonable level in a Duty of Care to our residents. If I am aloud to proceed with the motion I have put forward, I would liaise with our neighbourhood policing team and our Shropshire Councillors to establish the level of the above mentioned issues, so that I have a clearer understanding on how perhaps to proceed forward.

**BACKGROUND DOCUMENTS** - list names of any documents or supporting information to be attached. All documents must be submitted 10 days before the meeting.

No documents at present.

**COSTS** - insert detail of costs associated with the decision that you are asking the council to make (if known). Copies of quotations should be attached.

No costs at present.

## Reviewing motions – (Extract from Local Council's Explained)

The Proper Officer is expected to review motions received from councillors and decide if they can be included in the agenda. He is expected to include the motions that have been submitted to him in the agenda, but this is not always possible.

If the motion contains grammatical or typographical errors, the Proper Officer should correct the error and include the corrected version of the motion in the agenda. If the Proper Officer considers a more extensive change in the wording is required, it is recommended that he obtains the councillor's consent. If a motion is unclear in meaning, the Proper Officer is expected to explain this to the councillor, who is then free to resubmit it. Once a motion is accepted it will be included as an item of business on the agenda.

The standing orders of a council may require the Proper Officer to consult with the chairman of the forthcoming meeting (or, if a meeting has been called by other councillors, with those councillors) whether a motion should be included in an agenda. Consultation can be very helpful but decisions about the content of an agenda cannot be taken by a councillor.

## Rejecting motions

Reasons for rejecting a motion are given below

- A motion is submitted outside the timetable confirmed in standing orders.
- The wording of a motion is ambiguous and will not lead to a clear outcome, for example "to relocate the council's offices to 4 Station Road to 15 Draper Street".
- A motion is not relevant to the responsibilities of the meeting it is tabled for. A motion of this nature is sometimes described as irregular or improper. For example, a motion "to lobby for an increase in the national minimum wage" is unrelated to the statutory powers and functions of a local council and cannot be considered by a meeting of the council. A motion "to review disable access to the community centre" may only be tabled for meeting that has responsibility for the management of the community centre.
- A motion is defamatory or otherwise offensive. A motion of this nature is sometimes described as improper. For example, a motion "to evict the gypsies" will need to be re-submitted. A more suitable wording of a motion may be "to take legal action for possession of Broughton playing field, south of Station Road, Sutton". Using another example, a motion to agree a vote of confidence in an individual has no effect on their standing, except reputational. The motion cannot be progressed without risking a defamation action.
- A motion proposes to rescind a previous resolution that is not within the period of time permitted by standing orders. It is common for the standing orders of a council to prohibit motions to rescind an earlier resolution for a period of six months from the date of that resolution. Such standing orders may exclude motions to rescind the resolution of an advisory committee or sub-committee that merely recommends a course of action. This is because the final decision on the substantive main issue or question to which the recommendation relates has not been made. A motion to rescind a previous resolution should arise in exceptional circumstances because there is an assumption that the previous resolution was made upon consideration of all the relevant facts and issues. If a previous resolution created legal rights or affected a third party, a motion to rescind the previous resolution needs careful thought.

If a motion is irregular, improper or otherwise inappropriate but it makes its way onto the agenda, it must be duly considered at the meeting and may be disposed of by a procedural motion.