

**ANNUAL MEETING OF THE TENDRING DISTRICT COUNCIL****HELD ON 26 APRIL 2016 AT 7.30 P.M.****IN THE PRINCES THEATRE, TOWN HALL, CLACTON-ON-SEA**

**Present:** Councillors Chapman (Chairman), Platt (Vice-Chairman), Amos, Baker, Bennison, Bray, Broderick, B E Brown, J A Brown, M Brown, Bucke, Calver, Cawthron, Chittock, Coley, Cossens, Davis, Everett, Fairley, Ferguson, Fowler, Gray, Griffiths, G V Guglielmi, V E Guglielmi, Heaney, I J Henderson, J Henderson, Hones, Honeywood, Howard, Hughes, Khan, King, Land, Massey, McWilliams, Miles, Newton, Nicholls (in the Chair for items 1 – 4 (part)), Pemberton, Poonian, Porter, Raby, Scott, M J Skeels, M J D Skeels, Steady, Stephenson, Talbot, Turner, Watling, Watson, Whitmore, Winfield and Yallop.

**In Attendance:** Chief Executive (Ian Davidson), Corporate Director (Corporate Services) (Martyn Knappett), Legal Services Manager & Monitoring Officer (Lisa Hastings), Management and Members' Support Manager (Karen Neath), Communications and Public Relations Manager (Nigel Brown), Democratic Services Officers (Janey Nice and Katie Sullivan) and Management and Members' Support Officer (Ashley Wood).

**1. CHAIR**

In accordance with the provisions of Section 3(2) of the Local Government Act 1972, the Chair was occupied by the retiring Chairman, Councillor Nicholls, until his successor became entitled to act as Chairman.

**2. APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of Councillors Callender, Stock and White.

**3. RETIRING CHAIRMAN'S ANNOUNCEMENTS**

The Chairman's and Vice-Chairman's engagements for the period 4 April to 25 April 2016 were tabled at the meeting.

**4. CHAIRMAN OF THE COUNCIL**

It was moved by Councillor Talbot, seconded by Councillor Bray and:

**RESOLVED** that, pursuant to Section 3(1) of the Local Government Act 1972, Councillor Chapman be elected Chairman of the Council for the 2016/2017 municipal year.

Councillor Chapman was thereupon invested with the badge and Chain of Office and made a Statutory Declaration of Acceptance of Office.

Councillor Chapman thanked her proposer and thanked Members for their support. She pledged to do her best to be as good a Chairman as Councillor Nicholls. She paid tribute to Councillor Nicholls and his wife, Jenny for their amazing year in Office and stated that they would be a hard act to follow. Councillor Chapman then gave Councillor Nicholls his Past Chairman's Badge together with a memento of his year in Office.

Councillor Nicholls then addressed the Council and stated that it had been an honour and a privilege to be Chairman. He thanked friends, family, Members and Officers for all their

support and he particularly thanked his Chaplin, The Reverend Sam Winney and Ashley Wood, Management and Members' Support Officer. Councillor Nicholls gave an extra special thanks to his wife, Jenny. He stated that he had been proud to have flown the flag of Tendring throughout Essex, Suffolk and London and to have met so many wonderful people of all ages working hard for so many worthy causes and he outlined some of his particular highlights. In respect of his nominated charity, The Harwich Mayflower Project, the final total of monies raised was not yet known but it would be at least £4,000. Finally, Councillor Nicholls wished Councillor Chapman best wishes for a successful year in Office.

**5. VICE-CHAIRMAN OF THE COUNCIL**

It was moved by Councillor Turner, seconded by Councillor Watling and:

**RESOLVED** that, pursuant to Section 5(1) of the Local Government Act 1972, Councillor Platt be elected Vice-Chairman of the Council for the 2016/2017 municipal year.

Councillor Platt was thereupon invested with the Vice-Chairman's Badge of Office and made a Statutory Declaration of Acceptance of Office.

Councillor Platt thanked Members for their support and paid tribute to his predecessor, Councillor Chapman, for all her hard work. He pledged that he and his wife, would give Councillor Chapman every support during her year in Office as Chairman.

The Chairman's and Vice-Chairman's Consorts were invested with their Badges of Office.

The Retiring Chairman's Consort, Jenny Nicholls, addressed the Council and informed Members that she had had a fantastic year supporting Councillor Nicholls and she reported on some of her particular highlights.

**6. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman informed Members that she would inform Council at its next meeting of her theme for her year in office and her chosen Charity. The Chairman further informed Members that her Chaplain would be The Reverend Andrew Bell, a Minister with the United Reform Church.

Council noted the forgoing.

**7. ANNOUNCEMENTS BY THE CHIEF EXECUTIVE**

The Chief Executive reminded Council that the Police and Crime Commissioner for Essex Election and the St Pauls District Ward By-Election would be held on 5 May 2016. He informed Members that the Verification of Ballot Paper Accounts would commence at 9.00 a.m. on 6 May 2016 and would be followed by the Count for the St Pauls Ward By-Election. The Count for the Police and Crime Commissioner for Essex would commence at 1.00 p.m.

Council noted the forgoing.

**8. REVIEW OF THE SCHEME OF MEMBERS' ALLOWANCES BY THE INDEPENDENT REMUNERATION PANEL**

The Council had before it a report of the Management and Members' Support Manager, which informed Members that the Independent Remuneration Panel (IRP) had recently undertaken a review of Members' Allowances for a scheme commencing 1 May 2016 and that the Panel's recommendations had been published in the local press in accordance with legislation.

Council was advised that it must now have regard to the recommendations of the IRP in determining a Scheme of Allowances for 2016/17. The Council could depart from the IRP's recommendations provided it could demonstrate good reasons for doing so, having taken all relevant matters into account.

Council recalled that it had last agreed a Scheme of Allowances on 24 November 2015 which had effect from 1 November 2015. It was reported that the latest review proposed reduced allowances for the Chairmen of the Sub-Committees of the Licensing and Registration Committee. Otherwise it was proposed that the Basic and Special Responsibility Allowances remain unchanged. However, it was also proposed that the minimum Political Group size for which a Group Leader would be eligible to receive an allowance would be four.

It was moved by Councillor G V Guglielmi, seconded by Councillor Honeywood and:

**RESOLVED** that

- (a) the allowances recommended by the IRP, as set out in its report to the Council (Appendix A to item A.1 of the Report of the Management and Members' Support Manager) be approved;
- (b) the IRP undertakes a further review in 2017/18 and makes recommendations to Annual Council in April 2017.
- (c) the Scheme of Members' Allowances in Part 7 of the Constitution be amended to reflect the agreed allowances and expenses and minimum group size for Opposition Group Leaders' allowance.

9. **APPOINTMENT OF COMMITTEES AND SUB-COMMITTEES AND ELECTION OF CHAIRMEN AND APPOINTMENT OF VICE-CHAIRMEN**

- (a) (i) Appointment of Committees and Sub-Committee subject to the Widdicombe Rules

The Council had before it a schedule of Members that it was proposed should serve on each of the Council's Committees and Sub-Committee, which were subject to the Widdicombe Rules.

It was moved by Councillor G V Guglielmi, seconded by Councillor Turner and:

**RESOLVED** that the Committees and Sub-Committee of the Council, subject to the Widdicombe Rules be, and are, hereby appointed for the 2016/2017 municipal year and that their membership be as set out hereunder, subject to the remaining vacancies on four Committees being decided by the Leave The EU Group Leader in accordance with the Local Government (Committees and Political Groups) Regulations 1990 and the necessary formal appointments being made by the Chief Executive in accordance with his delegated powers under the Council's Constitution:

Audit Committee

Councillors Chapman, Coley, Griffiths, Skeels Jnr and Stephenson.

Community Leadership and Partnerships Scrutiny Committee

Councillors Amos, Baker, Bennison, Broderick, Fairley, Gray, I J Henderson, Land, Newton, Poonian and Yallop.

Corporate Management Committee

Councillors Baker, Chittock, Massey, Platt, Scott, Steady, Stephenson and Whitmore.

Council Tax Committee

Councillors Bray, Hughes, Miles, Nicholls and Talbot.

Human Resources Committee

Councillors Amos, Bennison, Bray, Bucke, Callender, Calver, Chapman, Chittock, Cossens, Ferguson, King, Massey, Pemberton and one Leave The EU Group Member to be decided.

Licensing and Registration Committee

Councillors Amos, B E Brown, M Brown, Bucke, Callender, Cossens, V E Guglielmi, J Henderson, Raby, Skeels Jnr, Watson, Whitmore, White, Winfield and one Leave The EU Group Member to be decided.

Local Plan Committee

Councillors Baker, Bray, Broderick, G V Guglielmi, I J Henderson, Howard, Land, Newton, Platt, Scott, Skeels Snr, Stephenson, Stock, Turner and one Leave The EU Group Member to be decided.

Planning Committee

Councillors Bennison, Everett, Fairley, Fowler, Gray, Heaney, Hones, McWilliams, Nicholls, Poonian and White.

Service Development and Delivery Scrutiny Committee

Councillors Ferguson, Fowler, Griffiths, Hones, Miles, Pemberton, Skeels Jnr and Yallop.

Standards Committee

Councillors. Broderick, J A Brown, Heaney, Honeywood, Nicholls, Steady and one Leave The EU Group Member to be decided.

General Purposes Sub-Committee

Councillors Cossens, V E Guglielmi, J Henderson, Massey, Raby, Watson, White and one vacant seat (pending the result of the St Pauls Ward By-Election).

(a) (ii) Appointment of the Premises/Personal Licences Sub-Committees

The Council had before it a schedule of Members that it was proposed should serve on the Premises/Personal Licences Sub-Committees, which were not subject to the Widdicombe Rules.

It was moved by Councillor G V Guglielmi, seconded by Councillor Turner and:

**RESOLVED** that the Premises/Personal Licences Sub-Committees be, and are, hereby appointed for the 2016/2017 municipal year and that their membership be as set out hereunder, subject to the remaining vacancies being decided by the relevant Group Leader and the necessary formal appointments being made by the Chief Executive in accordance with his delegated powers under the Council's Constitution:

Premises/Personal Licences Sub-Committee 'A'

Councillors V E Guglielmi, Winfield and Whitmore.

Premises/Personal Licences Sub-Committee 'B'

Councillors Callender, Watson and White.

Premises/Personal Licences Sub-Committee 'C'

Councillors Cossens, J Henderson and Skeels Jnr.

(a) (iii) Appointment of the Town and Parish Councils Standards Sub-Committee

It was moved by Councillor G V Guglielmi, seconded by Councillor Turner and:

**RESOLVED** that the Town and Parish Councils Standards Sub-Committee be, and is, hereby appointed for the 2016/2017 municipal year and that its membership be as set out hereunder:

Councillors Heaney, Nicholls and Steady.

(b) Election of a Chairman of each of the above Committees and Sub-Committees (except the Town and Parish Councils Standards Committee) and Appoint a Vice-Chairman of each of the above Committees and the General Purposes Sub-Committee

It was moved by Councillor G V Guglielmi, seconded by Councillor Turner and:

**RESOLVED** that the Chairmen and, where appropriate, the Vice-Chairmen of the following Committees and Sub-Committees be elected respectively for the 2016/2017 municipal year as follows:

<u>Committee/Sub-Committee</u>	<u>Chairman</u>	<u>Vice-Chairman</u>
Audit	Coley	Griffiths
Community Leadership and Partnerships	Fairley	Baker
Corporate Management	Steady	Platt
Council Tax	Miles	Nicholls
Human Resources	Callender	Chapman
Licensing and Registration	Cossens	Callender
Local Plan	Stock	Turner
Planning	White	Heaney
Service Development and Delivery	Griffiths	Ferguson
Standards	Heaney	Honeywood
General Purposes Sub-Committee	V E Guglielmi	Cossens
Premises/Personal Licences Sub-Committee 'A'	V E Guglielmi	n/a
Premises/Personal Licences Sub-Committee 'B'	Callender	n/a
Premises/Personal Licences Sub-Committee 'C'	Cossens	n/a

## 10. THE COUNCIL'S CONSTITUTION

Members were informed that, in accordance with Council Procedure Rule 1.1 (viii), it was normal practice at the annual meeting of the Council to formally reaffirm the Council's current Constitution.

The full text of the Council's Constitution could be found on the Council's website and Members had previously been provided with a booklet containing those sections of the Constitution most relevant to the work of Councillors. That booklet would shortly be reprinted and reissued to Members to reflect the changes that have been made to the Constitution during the last year.

It was moved by Councillor G V Guglielmi, seconded by Councillor Watling and:

**RESOLVED** that the Council's Constitution be reaffirmed.

**11. PROGRAMME OF MEETINGS: 2016/2017 MUNICIPAL YEAR**

The Council gave consideration to a proposed timetable of meetings of the Council, the Audit Committee, the Community Leadership and Partnerships Committee, the Corporate Management Committee, the Council Tax Committee, the Licensing and Registration Committee, the Local Plan Committee, the Planning Committee, the Service Development and Delivery Committee and the Standards Committee for the 2016/2017 municipal year.

It was moved by Councillor G V Guglielmi, seconded by Councillor McWilliams and:

**RESOLVED** that the programme of meetings of the Council and the Committees, as set out in the Appendix to item A.3 of the Reference from Cabinet, be approved.

**12. OVERVIEW AND SCRUTINY COMMITTEES: PROPOSED WORK PROGRAMME FOR 2016/2017 AND A REVIEW OF THE WORK CARRIED OUT DURING THE PERIOD MAY 2015 TO APRIL 2016**

The Council considered a report which sought its approval to a proposed work programme for the Community Leadership and Partnerships Committee, the Corporate Management Committee and the Service Development and Delivery Committee for the 2016/2017 municipal year and which reviewed the work carried out by those Committees (and the former Education and Skills Committee) during the period May 2015 to April 2016.

It was moved by Councillor G V Guglielmi, seconded by Councillor Howard and:

**RESOLVED** that the proposed work programmes for the Community Leadership and Partnerships Committee, the Corporate Management Committee and the Service Development and Delivery Committee for the 2016/2017 municipal year and the review of the work carried out in the period May 2015 to April 2016, as set out in Appendices A4A and A4B to item A.4 of the References from Committees, be approved.

Finally, the Chairman invited Members and Officers, together with their families and guests to join her in the Chairman's Parlour after the meeting for refreshments.

The meeting was declared closed at 8.18 p.m.

**Chairman**