

**MINUTES OF THE ANNUAL MEETING OF THE COUNCIL,  
HELD ON TUESDAY, 26TH APRIL, 2022 AT 7.30 PM  
IN THE PRINCES THEATRE, AT THE TOWN HALL, STATION ROAD, CLACTON-  
ON-SEA, CO15 1SE**

<b>Present:</b>	Councillors Harris (Chairman), V Guglielmi (Vice-Chairman), Alexander, Allen, Amos, Baker, Barry, Bray (in the Chair for items 1 - 4 (part)), Bush, Calver, Casey, Cawthron, Chapman BEM, Chittock, Clifton, Codling, Coley, Davis, Fairley, Fowler, Griffiths, C Guglielmi, I Henderson, J Henderson, P Honeywood, S Honeywood, King, Land, McWilliams, Miles, Nash, Newton, Porter, Scott, Skeels, Steady, G Stephenson, M Stephenson, Stock OBE, Talbot, Turner, White, Wiggins and Winfield
<b>In Attendance:</b>	Ian Davidson (Chief Executive), Lisa Hastings (Deputy Chief Executive & Monitoring Officer), Keith Simmons (Head of Democratic Services and Elections), William Lodge (Communications Manager), Matt Cattermole (Communications Assistant) and Taylor Turner (Apprentice (Democratic Services & Elections))

**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 Jeff Bray, until his successor became entitled to act as Chairman.

**2. APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of Councillors Davidson, Knowles, Morrison and Placey.

**3. RETIRING CHAIRMAN'S ANNOUNCEMENTS**

The retiring Chairman (Councillor Bray) stated that being Chairman of the Council was the highest honour that could be bestowed upon a Member by the Council and he expressed his gratitude that fellow Members had elected him to this prestigious position.

He stated that, in some respects, it had been a difficult year as the Covid-19 pandemic had had a negative impact on some of the things that he had wanted to do as Chairman. However, on a more positive note he felt that he had been able to cram in a lot of activities across the District and had managed to raise the profile of the District of Tendring. Particular highlights during his term in office had included:-

- Clacton-on-Sea 150<sup>th</sup> Year Commemorative Trail;
- Tendring Youth Awards;
- Chairman's Raffle;
- Pride of Tendring Awards; and
- 'Santathon'.

He wished luck and success to his successor and he expressed his gratitude to the following for all their support and advice during his term of office:-

- (i) Members of the Council;
- (ii) The Vice-Chairman of the Council;
- (iii) Officers especially the Members' Support Team,
- (iv) His Chaplain, The Reverend David Murray;
- (v) Local Charities; and
- (vi) His Consort, Dee.

Members showed their appreciation for the Chairman with a round of applause.

Councillors Allen, Chapman BEM, Scott, M E Stephenson and Stock OBE, on behalf of their respective political groups, paid tribute to Councillor Bray's achievements during his year in office.

#### **4. ELECTION OF THE CHAIRMAN OF THE COUNCIL FOR THE 2022/2023 MUNICIPAL YEAR**

It was moved by Councillor Stock OBE and seconded by Councillor G V Guglielmi that Councillor Harris be elected Chairman of the Council for the 2022/2023 Municipal Year.

The vote on the election of the Chairman of the Council resulted as follows:-

<u>Councillors Voting for Councillor Harris</u>	<u>Councillors Voting Against Councillor Harris</u>	<u>Councillors Abstaining</u>	<u>Councillors Absent</u>
Alexander	Cawthron	Allen	Davidson
Amos		Calver	Knowles
Baker		Clifton	Morrison
Barry		Fowler	Placey
Bray		I J Henderson	
Bush		J Henderson	
Casey			
Chapman BEM			
Chittock			
Codling			
Coley			
Davis			
Fairley			
Griffiths			
G V Guglielmi			
V E Guglielmi			
Harris			
P B Honeywood			
S A Honeywood			
King			
Land			
McWilliams			
Miles			
Nash			
Newton			
Porter			
Scott			

Skeels  
Steady  
G L Stephenson  
M E Stephenson  
Stock OBE  
Talbot  
Turner  
White  
Wiggins  
Winfield

It was therefore **RESOLVED** that, pursuant to Section 3(1) of the Local Government Act 1972, Councillor Harris be elected Chairman of the Council for the 2022/2023 municipal year.

Members gave a round of applause to Councillor Harris on his election.

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

Councillor Harris thanked Members for the honour and privilege that they had bestowed upon him. It was a celebration of democracy that should never be taken for granted especially in the light of ongoing events elsewhere in the world. He thanked his mover and seconder and those Members that had voted for him. He then paid tribute to the work undertaken by the retiring Chairman (Councillor Bray) who had been Chairman at a most difficult time due to the Covid-19 pandemic and invested Councillor Bray with his Past Chairman's Badge.

Councillor Harris announced that the theme for his year in office would be to recognise and promote the vital work in the community of Volunteers with a special focus on road safety and water safety. He further announced that his chosen charities would be the RNLI and local charities supporting the veterans of the UK Armed Forces.

#### 5. **APPOINTMENT OF THE VICE-CHAIRMAN OF THE COUNCIL FOR THE 2022/2023 MUNICIPAL YEAR**

It was moved by Councillor Coley and seconded by Councillor Chittock that Councillor V E Guglielmi be appointed Vice-Chairman of the Council for the 2022/2023 Municipal Year.

The vote on the appointment of the Vice-Chairman of the Council resulted as follows:-

<u>Councillors Voting for Councillor V E Guglielmi</u>	<u>Councillors Voting against Councillor V E Guglielmi</u>	<u>Councillors Abstaining</u>	<u>Councillors Absent</u>
Alexander Allen Amos Baker Barry Bray	Cawthron	None	Davidson Knowles Morrison Placey

Bush  
Calver  
Casey  
Chapman BEM  
Chittock  
Clifton  
Codling  
Coley  
Davis  
Fairley  
Fowler  
Griffiths  
G V Guglielmi  
V E Guglielmi  
Harris  
I J Henderson  
J Henderson  
P B Honeywood  
S A Honeywood  
King  
Land  
McWilliams  
Miles  
Nash  
Newton  
Porter  
Scott  
Skeels  
Steady  
G L Stephenson  
M E Stephenson  
Stock OBE  
Talbot  
Turner  
White  
Wiggins  
Winfield

**RESOLVED** that, pursuant to Section 5(1) of the Local Government Act 1972, Councillor V E Guglielmi be appointed Vice-Chairman of the Council for the 2022/2023 municipal year.

Members gave a round of applause to Councillor V E Guglielmi on her appointment.

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

Councillor V E Guglielmi expressed her thanks to Members for their support and pledged that she would do her utmost to support the Chairman during the coming year.

**6. ANNOUNCEMENTS BY THE CHAIRMAN OF THE COUNCIL**

The Chairman invited Members to join him in the Chairman's Parlour after the meeting for refreshments.

The Chairman also assured his colleagues on the Planning Committee that, going forward, his announcements at Council meetings would not be as long as the questions he asked at meetings of the Planning Committee.

**7. ANNOUNCEMENTS BY THE CHIEF EXECUTIVE**

There were none on this occasion.

**8. SIZE OF MEMBERSHIP OF COMMITTEES ETC.**

Council formally noted the size of membership of the Council's Committees and Sub-Committees as follows:-

<u>Committee/Sub-Committee</u>	<u>No. of Members</u>
Audit	(5)
Community Leadership Overview & Scrutiny	(9)
Human Resources & Council Tax	(7)
Licensing and Registration	(10)
Planning	(9)
Planning Policy & Local Plan	(9)
Resources and Services Overview & Scrutiny	(9)
Standards	(7)
Miscellaneous Licensing Sub-Committee	(5)
Town & Parish Councils Standards Sub-Committee	(3)

**9. ALLOCATION OF SEATS ON COMMITTEES AND SUB-COMMITTEES TO THE POLITICAL GROUPS FORMED ON TENDRING DISTRICT COUNCIL**

Council formally noted the allocation to the political groups formed on Tendring District Council of seats on those bodies that were subject to the Rules of Political Proportionality (Section 15 of the Local Government and Housing Act 1989).

**10. APPOINTMENT OF THE MEMBERSHIP OF COMMITTEES ETC. FOR THE 2022/2023 MUNICIPAL YEAR**

The Council gave consideration to a Schedule of Members that it was proposed by political Group Leaders should serve on each of the Council's bodies, which were subject to the Rules of Political Proportionality (Section 15 of the Local Government and Housing Act 1989).

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

**RESOLVED** that the Committees and Sub-Committee of the Council, subject to the Rules of Political Proportionality be, and are, hereby appointed for the 2022/2023 municipal year and that their membership be as set out hereunder:-

Audit Committee

Councillors Alexander, Coley, Miles, Nash and Steady.

Community Leadership Overview and Scrutiny Committee

Councillors Chittock, Clifton, Codling, Davidson, S Honeywood, King, Miles, Nash and Steady.

Human Resources and Council Tax Committee

Councillors Amos, Baker, Calver, Chapman, Chittock, Griffiths and Morrison.

Licensing and Registration Committee

Councillors Casey, Clifton, Coley, Davis, V Guglielmi, J Henderson, McWilliams, Skeels, Wiggins and Winfield.

Planning Committee

Councillors Alexander, Baker, Bray, Codling, Fowler, Harris, Placey, White and Wiggins.

Planning Policy and Local Plan Committee

Councillors Allen, Bush, Chapman, Fairley, Fowler, S Honeywood, Nash, Turner and Winfield.

Resources and Services Overview and Scrutiny Committee

Councillors Allen, Amos, Barry, Codling, Fairley, Griffiths, Morrison, Scott and M Stephenson.

Standards Committee

Councillors Casey, V Guglielmi, J Henderson, Land, Placey, Skeels and Steady.

Miscellaneous Licensing Sub-Committee

Councillors Casey, Coley, Davis, V Guglielmi and J Henderson.

11. **APPOINTMENT OF THE TOWN AND PARISH COUNCILS STANDARDS SUB-COMMITTEE FOR THE 2022/2023 MUNICIPAL YEAR**

Council formally noted that the appointment of Members to serve on the Town and Parish Councils Standards Sub-Committee would take place at the next meeting of the Standards Committee as the membership of that Sub-Committee was required to be chosen from the membership of the Standards Committee.

12. **ELECTION OF CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES ETC. FOR THE 2022/2023 MUNICIPAL YEAR**

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

**RESOLVED** that the Chairmen and Vice-Chairmen of the following Committees and Sub-Committee be and are elected respectively for the 2022/2023 municipal year as follows:

<u>Committee/Sub-Committee</u>	<u>Chairman</u>	<u>Vice-Chairman</u>
Audit	Coley	Alexander
Community Leadership Overview & Scrutiny	Chittock	S Honeywood
Human Resources & Council Tax	Chapman	Griffiths
Licensing and Registration	Winfield	V Guglielmi
Planning	White	Bray
Planning Policy & Local Plan	Turner	Fairley
Standards	Land	Steady
Miscellaneous Licensing Sub-Committee	V Guglielmi	Coley

It was then moved by Councillor Allen, and seconded by Councillor Baker that Councillor M E Stephenson and Councillor Scott be elected Chairman and Vice-Chairman, respectively, of the Resources and Services Overview and Scrutiny Committee for the 2022/2023 Municipal Year.

On being put to the vote it was:-

**RESOLVED** that Councillors M E Stephenson and Scott be elected Chairman and Vice-Chairman, respectively, of the Resources and Services Overview and Scrutiny Committee for the 2022/2023 municipal year.

### 13. **REPORT OF THE MONITORING OFFICER - A.1 - THE COUNCIL'S CONSTITUTION**

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

The Council's Constitution had been amended to reflect the changes approved by Council at its meeting held on 29 March 2022 and the full text of the Constitution could be found on the Council's website.

Members had been provided, upon their arrival at the meeting, with an updated booklet containing those sections of the Constitution most relevant to the work of Councillors.

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

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

### 14. **REFERENCE FROM CABINET - A.2 - PROGRAMME OF MEETINGS: 2022/2023 MUNICIPAL YEAR**

The Council gave consideration to a proposed timetable of meetings of the Council and its Committees for the 2022/2023 municipal year.

The programme of meetings also included dates for All Member Briefings and Councillor Development sessions in order to assist Members in keeping their diaries up-to-date.

It was moved by Councillor G V Guglielmi and:

**RESOLVED** that -

- (a) the programme of meetings of the Council and its Committees, as set out in the Appendix to item A.2 of the Reference from Cabinet, be approved; and
- (b) the proposed dates for All Member Briefings and Councillor Development sessions for Members be noted.

**15. APPOINTMENT OF MEMBER AUTHORITY REPRESENTATIVES TO SERVE ON/AT THE GENERAL ASSEMBLY OF THE LOCAL GOVERNMENT ASSOCIATION**

In accordance with Council Procedure Rule 1.1 (xiii) the Council was requested to appoint up to four Members, with each Member being a Member Authority Representative to serve on/at the General Assembly of the Local Government Association. Council was aware that two of the Members appointed must be the Leader of the Council and the Deputy Leader of the Council.

It was moved by Councillor Stock OBE, seconded by Councillor G V Guglielmi and:-

**RESOLVED** that, in addition to the Leader of the Council and the Deputy Leader of the Council, Councillors Coley and I J Henderson be appointed to represent Tendring District Council as Member Authority Representatives at the General Assembly of the Local Government Association.

The Meeting was declared closed at 8.17 pm

**Chairman**