

Annual Council – 19 May 2009

Minutes of the meeting of **Annual Council** held on **19 May 2009** when there were present:-

Cllr Mrs P Aves	Cllr C J Lumley
Cllr C I Black	Cllr Mrs J R Lumley
Cllr Mrs L A Butcher	Cllr M Maddocks
Cllr P A Capon	Cllr J R F Mason
Cllr Mrs T J Capon	Cllr D Merrick
Cllr M R Carter	Cllr R A Oatham
Cllr J P Cottis	Cllr P R Robinson
Cllr T G Cutmore	Cllr S P Smith
Cllr Mrs J Dillnutt	Cllr D G Stansby
Cllr K A Gibbs	Cllr M G B Starke
Cllr Mrs H L A Glynn	Cllr M J Steptoe
Cllr T E Goodwin	Cllr P F A Webster
Cllr J E Grey	Cllr Mrs M J Webster
Cllr K H Hudson	Cllr Mrs C A Weston
Cllr A J Humphries	Cllr Mrs B J Wilkins
Cllr T Livings	

APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Mrs R Brown, Mrs L M Cox, K J Gordon, Mrs G A Lucas-Gill, Mrs J A Mockford and J M Pullen.

OFFICERS PRESENT

P Warren	- Chief Executive
R J Honey	- Corporate Director (Internal Services)
G Woolhouse	- Corporate Director (External Services)
S Fowler	- Head of Information and Customer Services
J Mitchell	- Civic Officer
J Bostock	- Committee Services Manager
S Worthington	- Committee Administrator

Prior to the election of a Chairman for 2009/10, the outgoing Chairman wished to extend his thanks to Members and officers for their support over the Municipal Year. Particular reference was made to the sterling support provided by Julia Mitchell (Civic Officer) and Ian Copeland (Civic Driver).

The sum of £6,500 had been raised for the Chairman's charity through a combination of fund raising events and donations. The main beneficiary would be the Rayleigh Division of the St John's Brigade. Awards would also go towards the Holy Trinity tower refurbishment fund and the work of local Methodist Churches within the District.

The outgoing Chairman received the new Chain of Office from the designer.

118 ELECTION OF THE CHAIRMAN OF THE COUNCIL FOR 2009/10

Resolved

That Councillor A J Humphries be elected Chairman of the Council for the ensuing year.

Councillor A J Humphries made the Statutory Declaration of Acceptance of Office as Chairman.

119 ELECTION OF THE VICE-CHAIRMAN OF THE COUNCIL FOR 2009/10

Resolved

That Councillor D G Stansby be elected Vice-Chairman of the Council for the ensuing year.

Councillor D G Stansby made the Statutory Declaration of Acceptance of Office as Vice-Chairman.

120 APPOINTMENT OF CHAIRMAN'S CHAPLAIN FOR 2009/10

The Chairman had invited the Reverend Mike Lodge of Holy Trinity Church, Rayleigh to serve as Chaplain for the ensuing year.

121 MINUTES

The Minutes of the meeting held on 23 April 2009 were approved as a correct record and signed by the Chairman, subject to the inclusion of apologies from Cllr T E Goodwin.

122 APPOINTMENTS TO THE EXECUTIVE, COMMITTEES AND SUB-COMMITTEES 2009/10

Council considered the report of the Chief Executive on the discharge of business during the 2009/10 Municipal Year.

Resolved

- (1) That the appointees to the Executive (including associated portfolios) and Member Champions nominated by the Leader of the Council, as set out in Appendix 1 to these Minutes, be noted.
- (2) That Committees and Sub-Committees be constituted and appointed on the basis set out in Appendix 2 to these Minutes. (HICS)

123 SCHEME OF DELEGATION

Resolved

That the Scheme of Delegation, as set out in Part 3A and C of the Constitution, be agreed and the inclusion of the review/scrutiny of crime and disorder functions under Article 6 (Review Committee) noted.

124 MEETINGS TIMETABLE 2009/10

Resolved

That, subject to the removal of a meeting of the Executive on 3 June 2009, the meetings timetable be agreed (the agreed timetable is set out at Appendix 3 to these Minutes). (HICS)

125 APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES 2009/10

Council considered the report of the Head of Information & Customer Services on appointments to Outside Bodies for the 2009/10 Municipal Year and attendance at various fora.

Resolved

- (1) That the appointments to Outside Bodies for 2009/10 be as set out in Appendix 4 to these Minutes.
- (2) That the Leader of the Council (or their nominee) be the Council's representative at meetings of the County Council's South Essex Forum, the Rochford Local Strategic Partnership and the Thames Gateway South Essex Board.
- (3) That the Portfolio Holder for Planning and Transportation, Cllr K H Hudson, together with Cllrs J P Cottis (substitute Cllr M G B Starke), Cllr K J Gordon (substitute Cllr M Maddocks) and Cllr Mrs G A Lucas-Gill (substitute Cllr J M Pullen) be appointed to the Rochford and Southend Airport and Environs Action Plan Forum. Cllr T G Cutmore to substitute for Cllr K H Hudson.
- (4) That Cllr P A Capon, Cllr J P Cottis, Cllr Mrs J A Mockford and Mrs M S Vince be appointed to the Rochford Housing Association Board. (HICS)

Prior to the close of the meeting the Chairman, on behalf of all Members, wished to place on record the Council's thanks to Cllr J E Grey for all his contributions and dedication during his year of Office as Chairman.

This year's Chairman's Charity would be the Fair Havens Hospice.

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The meeting closed at 8.11 pm.

Chairman

Date

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APPOINTMENTS TO THE EXECUTIVE, COMMITTEES AND SUB-COMMITTEES: 2009-10

THE EXECUTIVE	APPOINTMENT	PORTFOLIO
The Executive	Cllr Mrs M J Webster	- Service Development/ Improvement and Performance Management (Deputy Leader)
	Cllr Mrs L A Butcher	- Young Persons, Adult Services, Community Care and Well-Being, Health and Community Safety
	Cllr Mrs T J Capon	- Council Tax Collection, Benefits and Strategic Housing Functions
	Cllr K J Gordon	- Leisure, Tourism, Heritage, the Arts, Culture and Business
	Cllr K H Hudson	- Planning and Transportation
	Cllr M G B Starke	- Environment
	Cllr P F A Webster	- Finance and Resources

MEMBER CHAMPION	APPOINTMENT
Risk and Business Continuity	Cllr K A Gibbs
E Government and Website Development	Cllr P R Robinson
Animal Welfare	Cllr Mrs M J Webster

COMMITTEE	APPOINTMENT
Appeals (6)	Chairman: Cllr J E Grey Vice-Chairman: Cllr Mrs L M Cox Cllr K H Hudson Cllr T Livings Cllr R A Oatham Cllr Mrs B J Wilkins
Audit (11)	Chairman: Cllr Mrs J A Mockford Vice-Chairman: Cllr J P Cottis Cllr Mrs L A Butcher Cllr Mrs J Dillnutt Cllr K A Gibbs Cllr T Livings Cllr J R F Mason Cllr S P Smith Cllr D G Stansby Cllr M J Steptoe Cllr J Thomass
Development Control (All Members)	Chairman: Cllr S P Smith Vice-Chairman: Cllr P A Capon
Licensing (15)	Chairman: Cllr K A Gibbs Vice-Chairman: Cllr Mrs P Aves Cllr M R Carter Cllr J P Cottis Cllr Mrs L M Cox Cllr T G Cutmore Cllr T E Goodwin Cllr K H Hudson Cllr A J Humphries Cllr T Livings Cllr M Maddocks Cllr R A Oatham Cllr Mrs B J Wilkins Two vacancies

COMMITTEE	APPOINTMENT
Review (8)	Chairman: Cllr Mrs J R Lumley Vice-Chairman: Cllr M Maddocks Cllr K A Gibbs Cllr T Livings Cllr Mrs G A Lucas-Gill Cllr P R Robinson Cllr M J Steptoe Cllr J Thomass
Standards (5)	Chairman: To be independently chaired Vice-Chairman: Cllr D Merrick Cllr C I Black Cllr P A Capon Cllr Mrs H L A Glynn Cllr M J Steptoe
Central Area (14)	Chairman: Cllr Mrs H L A Glynn Cllr Mrs R Brown Cllr Mrs L A Butcher Cllr P A Capon Cllr M R Carter Cllr Mrs L M Cox Cllr K H Hudson Cllr M Maddocks Cllr J R F Mason Cllr P R Robinson Cllr D G Stansby Cllr M G B Starke Cllr J Thomass Cllr Mrs C A Weston
East Area (9)	Chairman: Cllr C G Seagers Cllr Mrs T J Capon Cllr J P Cottis Cllr T G Cutmore Cllr T E Goodwin Cllr K J Gordon Cllr Mrs G A Lucas-Gill Cllr M J Steptoe Cllr Mrs B J Wilkins

COMMITTEE	APPOINTMENT
West Area (16)	Chairman: Cllr J M Pullen Cllr Mrs P Aves Cllr C I Black Cllr Mrs J Dillnutt Cllr K A Gibbs Cllr J E Grey Cllr A J Humphries Cllr T Livings Cllr C J Lumley Cllr Mrs J R Lumley Cllr D Merrick Cllr Mrs J A Mockford Cllr R A Oatham Cllr S P Smith Cllr Mrs M J Webster Cllr P F A Webster

SUB-COMMITTEE	NOMINATION
Local Development Framework (6)	Chairman: Cllr K H Hudson Cllr C I Black Cllr T E Goodwin Cllr K J Gordon Cllr J M Pullen Cllr Mrs C A Weston
Charter Implementation Group (5)	Chairman: Vice-Chairman of Standards Committee (Cllr D Merrick) Leader of Conservative Group (Cllr T G Cutmore) Leader of Liberal Democrat Group (Cllr C I Black) Cllr Mrs G A Lucas-Gill Cllr Mrs C A Weston

MEETINGS TIMETABLE 2009/10

2009									2010				
	May	June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May
Mon		1								1			
Tue		2 Training			1				1	2	2		
Wed		3	1 Training		2 Executive				2 Audit	3 Training	3		
Thurs		4 County/European Elections	2 Training		3	1 Standards			3	4	4 West Area Committee	1	
Fri	1	5	3		4	2			4	5	5	2 Good Friday	
Sat	2	6	4	1	5	3			5	6	6	3	1
Sun	3	7	5	2	6	4	1		6	7	7	4	2
Mon	4 Bank Holiday	8	6	3	7	5	2		7	8	8	5 Easter Monday	3 Bank Holiday
Tue	5	9 Standards	7	4	8 Review	6 Review	3 Review		8 Review	9 Review	9 Review	6	4
Wed	6	10 Audit	8	5	9	7	4 Executive		9 Executive	10 Training	10	7 CE Appraisal	5
Thurs	7	11 East Area Committee	9 Training	6	10 Central Area Committee	8 Training	5		10	11	11 Central Area Committee	8 Standards	6 District Elections
Fri	8	12	10	7	11	9	6		11	12	12	9	7
Sat	9	13	11	8	12	10	7		12	13	13	10	8
Sun	10	14	12	9	13	11	8		13	14	14	11	9
Mon	11	15	13	10	14	12	9		14	15	15	12	10
Tue	12	16 Review	14 Review	11	15 West Area Committee	13 Training	10		15 Council	16 * Reserved for Council Tax	16 Audit	13 Review	11
Wed	13	17 West Area Committee	15 Training	12	16 East Area Committee	14 East Area Committee	11 East Area Committee		16	17 Executive	17 East Area Committee	14	12
Thurs	14	18 Training	16 * Reserved for JAAP	13	17	15 Central Area Committee	12 Training		17 Development Control	18 Training	18 Training	15	13
Fri	15	19	17	14	18	16	13		18	19	19	16	14
Sat	16	20	18	15	19	17	14		19	20	20	17	15
Sun	17	21	19	16	20	18	15		20	21	21	18	16
Mon	18	22	20	17	21	19	16		21	22	22	19	17
Tue	19 Annual Council	23 Development Control	21	18	22	20 Development Control	17 Training		22	23 Council	23 Training	20 Audit	18 Annual Council
Wed	20	24 Executive	22 Executive	19	23 Executive	21 Executive	18 Central Area Committee		23	24	24 Executive	21 Executive	19
Thurs	21 Training	25 Central Area Committee	23 Development Control	20 Development Control	24 Development Control	22 West Area Committee	19 Development Control		24	25 Development Control	25 Development Control	22 Development Control	20
Fri	22	26	24	21	25	23	20		25 Christmas Day	26	26	23	21
Sat	23	27	25	22	26	24	21		26 Boxing Day	27	27	24	22
Sun	24	28	26	23	27	25	22		27	28	28	25	23
Mon	25 Bank Holiday	29	27	24	28	26	23		28 Bank Holiday	29	29	26	24
Tue	26	30 * Reserved for Closure of Accounts	28 Council	25	29 CE Appraisal	27 Council	24 West Area Committee		29	30 * Reserved for Budget	30 Training	27 Council	25
Wed	27 Training		29	26	30 Audit	28 Training	25 Executive		30	31	31	28	26
Thurs	28 Development Control		30	27		29	26 Training		31			29	27
Fri	29		31	28		30	27					30	28
Sat	30			29		31	28 Budget Away day						29
Sun	31			30			29						30
Mon				31 Bank Holiday			30						31 Bank Holiday
Tue													

NB: 21 May – mandatory development control training: 27 May – mandatory licensing training.

APPOINTMENTS TO OUTSIDE BODIES 2009-2010

Outside Body	Appointees	Substitutes
Active Rochford (formerly Rochford Sports Council)	Cllr J P Cottis	Cllr Mrs P Aves
Bradwell Local Community Liaison Council	Cllr M G B Starke	Cllr P R Robinson
Campaign to Protect Rural Essex	Cllr J M Pullen	Cllr Mrs M J Webster
Castle Point & Rochford Domestic Violence Panel	Cllr Mrs G A Lucas-Gill	One vacancy
Castle Point and Rochford Drug and Alcohol Reference Group (DARG)	Cllr Mrs P Aves	Cllr Mrs B J Wilkins
Castle Point and Rochford Police Community Consultative Group	Cllr Mrs P Aves	Cllr Mrs B J Wilkins
Cory Environmental Trust in Rochford	Cllr Mrs H L A Glynn	Cllr Mrs J A Mockford
Crouch Valley Scout District Executive Committee	One vacancy	One vacancy
East of England Regional Assembly	Cllr T G Cutmore	Cllr Mrs M J Webster
Essex Rail Seminar	Cllr T Livings	One vacancy
Hockley Community Centre Association	Cllr M R Carter Cllr M Maddocks	N/A
Local Government Association Rural Commission	Cllr Mrs J A Mockford	One vacancy
Local Government Association Urban Commission	One vacancy	One vacancy

Outside Body	Appointees	Substitutes
London Southend Airport Consultative Committee	Cllr J M Pullen Cllr D G Stansby Cllr M G B Starke	Cllr Mrs L M Cox Cllr T E Goodwin Cllr S P Smith
Rayleigh Grange Community Association Governing Body	Cllr Mrs J A Mockford Cllr Mrs M J Webster	N/A
Rayleigh Mount Local Committee	Cllr J M Pullen	Cllr Mrs P Aves
Relate South Essex	One vacancy	One vacancy
Rochford Hundred Association of Local Councils	Cllr J P Cottis	One vacancy
Rochford and Rayleigh Citizens Advice Bureau Management Committee	Cllr Mrs P Aves	Cllr D Merrick
South Essex Environmental Protection Advisory Group (SEEPAG)	Cllr Mrs J A Mockford Cllr M G B Starke Cllr Mrs M J Webster	Cllr D G Stansby Two vacancies
Traffic Penalty Tribunal	Cllr R A Oatham	One vacancy
Warehouse Centre, Active Christian Trust	Cllr P R Robinson	One vacancy
Wyvern Community Transport Trust	Cllr T Livings	Cllr P R Robinson

Portfolio Holder Appointments	Appointees
Essex Heritage Trust	Portfolio Holder for Leisure, Tourism, Heritage, the Arts, Culture and Business
Local Children and Young People Strategic Partnership	Portfolio Holder for Young Persons, Adult Services, Community Care and Well-Being, Health and Community Safety
Local Government Association (LGA) General Assembly	Leader of the Council
Museums in Essex Committee	Portfolio Holder for Leisure, Tourism, Heritage, the Arts, Culture and Business
Rochford Crime & Disorder Reduction Partnership	Portfolio Holder for Young Persons, Adult Services, Community Care and Well-Being, Health and Community Safety
Rochford District Schools Partnership Trust	Portfolio Holder for Young Persons, Adult Services, Community Care and Well-Being, Health and Community Safety
Southend University Hospital – NHS Foundation Trust	Portfolio Holder for Young Persons, Adult Services, Community Care and Well-Being, Health and Community Safety
South East Essex Primary Care Trust	Portfolio Holder for Young Persons, Adult Services, Community Care and Well-Being, Health and Community Safety
Supporting People Commissioning Body	Portfolio Holder for Young Persons, Adult Services, Community Care and Well-Being, Health and Community Safety
Waste Management Advisory Board	Portfolio Holder for Environment

Officer Appointments	Officer Appointee
Adult Community Learning South Essex Governing Body	Jenny House, Economic Development Officer
NACRO N.C.E. Ltd	Jeanette Mouldsdales, Senior Homelessness & Housing Advice Officer
Springboard Home Improvement Service Support Group	Steve Neville, Strategic Housing Manager