

# Annual Council – 18 May 2021

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Minutes of the meeting of **Council** held on **18 May 2021** when there were present:-

Chairman: Cllr R R Dray

Vice-Chairman: Cllr Mrs C A Weston

Cllr Mrs L A Butcher

Cllr C C Cannell

Cllr M R Carter

Cllr Mrs T L Carter

Cllr R P Constable

Cllr D S Effe

Cllr A H Eves

Cllr I A Foster

Cllr Mrs E P Gadsdon

Cllr J N Gooding

Cllr Mrs J R Gooding

Cllr B T Hazlewood

Cllr M Hoy

Cllr J L Lawmon

Cllr Mrs J R Lumley

Cllr Mrs C M Mason

Cllr Mrs J E McPherson

Cllr D Merrick

Cllr R Milne

Cllr G W Myers

Cllr J E Newport

Cllr Mrs L J Newport

Cllr Mrs C A Pavelin

Cllr Mrs C E Roe

Cllr Mrs L Shaw

Cllr P J Shaw

Cllr S P Smith

Cllr D J Sperring

Cllr C M Stanley

Cllr M J Steptoe

Cllr I H Ward

Cllr M J Webb

Cllr M G Wilkinson

Cllr A L Williams

Cllr S A Wilson

Cllr S E Wootton

## **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Ms T D Knight.

## **OFFICERS PRESENT**

A Hutchings	- Acting Managing Director
M Harwood-White	- Assistant Director, Assets & Commercial
M Hotten	- Assistant Director, Place & Environment
A Law	- Assistant Director, Legal & Democratic
N Lucas	- Assistant Director, Resources
L Moss	- Assistant Director, People & Communities
D Tribe	- Assistant Director, Transformation & Customer
S Worthington	- Principal Democratic & Corporate Services Officer
L Morris	- Democratic Services Officer

## **71 ELECTION OF CHAIRMAN OF THE COUNCIL FOR 2021/22**

### **Resolved**

That Cllr Mrs J R Gooding be elected Chairman of the Council for the ensuing year.

(25 voted in favour of the Motion, 4 against and 4 abstained)

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Cllr Mrs J R Gooding made the Statutory Declaration of Acceptance of Office as Chairman.

### **72 ELECTION OF VICE-CHAIRMAN OF THE COUNCIL FOR 2021/22**

#### **Resolved**

That Cllr M J Steptoe be elected Vice-Chairman of the Council for the ensuing year.

(30 Members voted for the Motion, 0 against and 8 abstained)

Cllr M J Steptoe made the Statutory Declaration of Acceptance of Office as Vice-Chairman.

### **73 APPOINTMENT OF CHAIRMAN'S CHAPLAIN FOR 2021/22**

The Chairman had invited Rev Canon Nick Rowan of St Mary's Church, Hawkwell to act as Chairman's Chaplain for the ensuing year.

### **74 APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Cllr Ms T D Knight.

### **75 MINUTES**

The Minutes of the meeting held on 23 February 2021 were approved as a correct record and signed by the Chairman.

### **76 ANNOUNCEMENTS FROM THE CHAIRMAN**

Cllr Mrs J R Gooding confirmed that her chosen charity for 2021/22 was East Essex Hackspace, a local charity she had supported since its beginning. East Essex Hackspace was a hub which aimed to benefit the local community, enhancing emotional wellbeing through socialising and positive engagement. To date East Essex Hackspace had initiated a project making thousands of 3D printed face shields for key workers across the District during the pandemic using their fully equipped workshop facilities to benefit our community. They have also reconditioned used laptops and iPads donated by the public for the benefit of young people without the technology to access online learning. Hackspace also work alongside another charity called Remap, which is a charity which creates bespoke items to help disabled people live more independent lives. Hackspace also make the hub space available for use by Remap. These two charities working together will continue to provide a needed service for our local community as well as further afield.

### **77 DISTRICT AND PARISH COUNCIL ELECTION RESULTS**

Council received the results of the District and Parish Council elections held on 6 May 2021.

### **78 NOTICE OF GROUP MEMBERSHIP**

The Proper Officer had received details of the membership of the political groups as set out at appendix 1 to these Minutes.

### **79 APPOINTMENT OF THE EXECUTIVE AND COMMITTEES 2021/22**

Council considered the report of the Assistant Director, Legal & Democratic on the discharge of business during the 2021/22 Municipal Year.

#### **Resolved**

- (1) That appointees to the Executive (including Deputy Leader and associated portfolios), as set out in appendix 2 to the Minutes, be noted.
- (2) That Committees be constituted as set out in appendix 1 to the report.
- (3) That Members be appointed to serve on Committees for the 2021/22 Municipal Year as set out in appendix 3 to the Minutes.
- (4) That the Chairmen and Vice-Chairmen of Committees be appointed as set out in appendix 3 to the Minutes.
- (5) That Cllr Mrs L A Butcher be appointed as Armed Forces Covenant Champion for the 2021/22 Municipal Year. (ADLD)

(27 voted for Cllr Mrs L A Butcher, 11 Members voted for Cllr S A Wilson)

### **80 SCHEME OF DELEGATION**

#### **Resolved**

That the Scheme of Delegation, as set out in Part 3A and C of the Constitution be agreed. (ADLD)

(29 Members voted in favour of the Motion, 0 against and 9 abstained)

### **81 COUNCIL MEETINGS**

#### **Resolved**

That meetings of Council be scheduled on 13 July 2021, 19 October 2021, 7 December 2021, 15 February 2022 and 22 February 2022. (ADLD)

### **82 APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES AND OTHER FORUMS 2021/22**

Council considered the report of the Assistant Director, Legal & Democratic on appointments to outside bodies and other forms for the 2021/22 Municipal Year.

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In response to Member questions relating to the procedure for voting on the various appointments to outside bodies for which there were multiple nominations, officers advised that Procedure rule 17.6 applied to instances where there was one position which only one person could fill but for which there were a number of nominees. The Constitution did not provide for instances where there are multiple positions and a multiple number of nominees. It had been the Council's convention that such nominations be dealt with by voting for each nominee in turn with the nominees with the most votes appointed to the available positions. Members vote for each nominee as the name is called out and those with the higher number of votes are appointed to the outside bodies.

### **Resolved**

- (1) That the appointment of an officer and Portfolio Holders, or a Councillor they nominate, to outside bodies for the 2021/22 Municipal Year be as set out in appendix 4 to the Minutes.
- (2) That Member representatives (including substitutes) be appointed for the 2021/22 Municipal Year to the outside bodies, as set out in appendix 4 to the Minutes.
- (3) That the attendance of the Leader of the Council (or their nominee) and Portfolio Holders as the Council's representatives at a number of external partnerships be noted.
- (4) That appointments be made to the three seats on the Sanctuary in Rochford Committee for the 2021/22 Municipal Year be as set out in appendix 4 to the Minutes.
- (5) That the appointment of the Portfolio Holder for Community to the Essex Police, Fire and Crime Panel and the nomination by the Portfolio Holder of a substitute, as detailed in appendix 4 to the Minutes, be endorsed.
- (6) That the appointment of the Portfolio Holder for Community to the Essex Countywide Traveller Unit and the nomination by the Portfolio Holder of a substitute, as detailed in appendix 4 to the Minutes, be endorsed.
- (7) That appointments be made to the four seats on the Local Highways Panel as set out in appendix 4 to the Minutes.
- (8) That two Members and two substitutes be appointed to the River Crouch Coastal Community Team Steering Group, as set out in appendix 4 to the Minutes.
- (9) That appointments be made on a pro rata basis to the 7 seats on the Partnership Panel, as set out in appendix 4 to the Minutes. (ADLD)

The meeting closed at 9.10 pm.

Chairman .....

Date .....

If you would like these minutes in large print, Braille or another language please contact 01702 318111.

## 1 MEMBERSHIP OF GROUPS

- 1.1 The Proper Officer has been advised of the division of Members of the Council into political groups and the appointment of the Leaders and Deputy Leaders (where appointed) as follows:-

### **Conservative Group**

Cllr Mrs L A Butcher  
Cllr M R Carter

Cllr R P Constable  
Cllr R R Dray

Cllr D S Efde

Cllr I A Foster

Cllr Mrs E P Gadsdon

Cllr J N Gooding  
Cllr Mrs J R Gooding  
Cllr B T Hazlewood  
Cllr Mrs J R Lumley

Cllr Mrs J E McPherson  
Cllr D Merrick

Cllr R Milne

Cllr G W Myers  
Cllr Mrs C A Pavelin  
Cllr Mrs C E Roe

Cllr Mrs L Shaw  
Cllr P J Shaw  
Cllr S P Smith  
Cllr D J Sperring  
Cllr M J Steptoe

Cllr I H Ward  
Cllr M J Webb

Cllr Mrs C A Weston  
Cllr A L Williams  
Cllr S E Wootton

Leader: Cllr S E Wootton  
Deputy Leader: Cllr Mrs C E Roe

**Independent Group**

Cllr J L Lawmon

Cllr M G Wilkinson

Leader: Cllr M G Wilkinson

Deputy Leader: Cllr J L Lawmon

**Liberal Democrat Group**

Cllr C C Cannell  
Cllr J E Newport

Cllr C M Stanley

Leader: Cllr J E Newport

Deputy Leader: Cllr C M Stanley

**Rochford District Residents Group**

Cllr Mrs T L Carter  
Cllr A H Eves

Cllr M Hoy

Cllr Ms T D Knight  
Cllr Mrs C M Mason

Cllr Mrs L J Newport

Leader: Cllr Mrs C M Mason

Deputy Leader: Cllr A H Eves

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THE EXECUTIVE	APPOINTEES	PORTFOLIO
The Executive	Cllr Mrs C E Roe Cllr A L Williams Cllr M J Webb Cllr D J Sperring Cllr S P Smith Cllr D S Efde Cllr I H Ward	- Deputy Leader  - Community  - Commercial, Business, Local Economy & Leisure  - Environment & Place  - Financial Services  - IT, Tourism, Housing & Parking  - Strategic Planning

COMMITTEE	APPOINTEES
Audit (11)	Chairman: Cllr Mrs L A Butcher Vice-Chairman: Cllr P J Shaw  Cllr Mrs T L Carter Cllr R R Dray Cllr Mrs E P Gadsdon Cllr J N Gooding Cllr Ms T D Knight Cllr J L Lawmon Cllr R Milne Cllr G W Myers Cllr Mrs L Shaw
Chief Officer Appointments Committee (9)  (Chairman vote: Cllr Newport: 11, Cllr Wootton: 27)	Chairman: Cllr S E Wootton Vice-Chairman: Cllr Mrs C E Roe  Cllr R R Dray Cllr A H Eves Cllr D Merrick Cllr Mrs L J Newport Cllr Mrs L Shaw Cllr C M Stanley Cllr I H Ward
Development Committee (13)  (Vice-Chairman vote: Cllr Eves: 9, Cllr Smith: 27, Cllr Wilson: 2)	Chairman: Cllr Mrs L Shaw Vice-Chairman: Cllr S P Smith  Cllr Mrs L A Butcher Cllr D S Efde Cllr A H Eves Cllr I A Foster Cllr J L Lawmon Cllr Mrs C M Mason Cllr D Merrick Cllr P J Shaw Cllr C M Stanley Cllr Mrs C A Weston Cllr A L Williams

COMMITTEE	APPOINTEES
Licensing & Appeals (15)  (Chairman vote: Cllr Wilkinson: 11, Cllr Williams: 26)	Chairman: Cllr A L Williams Vice-Chairman: Cllr D S Efde  Cllr M R Carter Cllr Mrs E P Gadsdon Cllr B T Hazlewood Cllr M Hoy Cllr Mrs T D Knight Cllr Mrs J E McPherson Cllr G W Myers Cllr Mrs L J Newport Cllr Mrs L Shaw Cllr P J Shaw Cllr C M Stanley Cllr Mrs C A Weston Cllr M G Wilkinson
Planning Policy (6)	Chairman: Cllr D J Sperring  Cllr I A Foster Cllr M Hoy Cllr Mrs J R Lumley Cllr J E Newport Cllr Mrs C A Weston
Review (15)  (Vice-Chairman vote: Cllr Mrs McPherson: 17, Cllr Wilkinson: 11)	Chairman: Cllr S A Wilson Vice-Chairman: Cllr Mrs J E McPherson  Cllr R P Constable Cllr R R Dray Cllr I A Foster Cllr Mrs E P Gadsdon Cllr J N Gooding Cllr B T Hazlewood Cllr Mrs C M Mason Cllr G W Myers Cllr J E Newport Cllr Mrs C A Pavelin Cllr Mrs L Shaw Cllr P J Shaw Cllr M G Wilkinson

COMMITTEE	APPOINTEES
Standards (8)	Chairman: Cllr Mrs J E McPherson Vice-Chairman: Cllr R R Dray  Cllr C C Cannell Cllr Mrs T L Carter Cllr D S Efde Cllr J N Gooding Cllr Mrs J R Lumley Cllr G W Myers
Statutory Officer Personnel Committee (9)  (Chairman vote: Cllr Lawmon: 10, Cllr Mrs Lumley: 27)	Chairman: Cllr Mrs J R Lumley Vice-Chairman: Cllr Mrs C E Roe  Cllr C C Cannell Cllr Mrs T L Carter Cllr R R Dray Cllr Mrs E P Gadsdon Cllr J L Lawmon Cllr D Merrick Cllr S E Wootton

Outside Body	Appointees	Substitutes
Bradwell B Community Forum	Cllr Mrs J R Gooding	Cllr S P Smith
Bradwell Local Community Liaison Council	Cllr Mrs J R Gooding	Cllr S P Smith
Essex Flood Partnership Board (Cllr Sperring: 27, Cllr Stanley: 11)	Cllr D J Sperring	Cllr S E Wootton
Hockley Community Centre Association (Cllr Carter: 27, Cllr Mrs Gadsdon: 27, Cllr Ms Knight: 10)	Cllr M R Carter Cllr Mrs E P Gadsdon	N/A
London Southend Airport Consultative Committee	Cllr A L Williams Cllr I H Ward Cllr S E Wootton	Cllr B T Hazlewood Cllr P J Shaw Cllr D S Efde
Rayleigh Grange Community Association Governing Body (Cllr Mrs Lumley: 28, Cllr Newport: 11, Cllr Sperring: 27)	Cllr Mrs J R Lumley Cllr D J Sperring	N/A
Rayleigh Mount Local Committee (Cllr Lawmon: 6, Cllr Milne: 27, Cllr J E Newport: 1, Cllr L J Newport: 4)	Cllr R Milne	Cllr R R Dray
Rochford Hundred Association of Local Councils (Cllr Mrs Carter: 5, Cllr Efde: 27, Cllr Stanley: 3, Cllr Wilkinson: 3)	Cllr D S Efde	Cllr Mrs J R Gooding

Organisation	Appointees
Local Highways Panel (Cllr Eves: 11, Cllr Mrs Mason: 11, Cllr Mrs Roe: 27, Cllr P J Shaw: 27, Cllr Stanley: 10, Cllr Ward: 27, Cllr Mrs C A Weston: 29)	Cllr Mrs C E Roe Cllr P J Shaw Cllr I H Ward Cllr Mrs C A Weston

Organisation	Appointees
Sanctuary in Rochford Committee (Cllr Eves: 11, Cllr Mrs Lumley: 27, Cllr Milne: 27, Cllr J E Newport: 11, Cllr L J Newport: 11, Cllr Mrs Shaw: 27)	Cllr Mrs J R Lumley Cllr R Milne Cllr Mrs L Shaw

Outside Body	Appointees	Substitutes
River Crouch Coastal Community Team Steering Group	Cllr Mrs J R Lumley Cllr D J Sperring	Mrs L Shaw Cllr M J Webb

Outside Body	Appointees
Partnership Panel	Cllr R R Dray Cllr D S Efde Cllr A H Eves Cllr Mrs J R Lumley Cllr D J Sperring Cllr C M Stanley Cllr M J Steptoe

Portfolio Holder Appointments	Appointees
Community Safety Partnership (CSP) Steering Group	Cllr A L Williams

<b>Portfolio Holder Appointments</b>	<b>Appointees</b>
Crouch Harbour Authority	Cllr D J Sperring
Essex Countywide Traveller Unit	Cllr A L Williams Substitute: Cllr Mrs J E McPherson
Essex Heritage Trust	Cllr A L Williams
Essex Fire, Police and Crime Panel	Cllr A L Williams Substitute: Cllr Mrs L A Butcher
Essex Waste Partnership Board	Cllr D J Sperring
Local Government Association (LGA) General Assembly	Cllr S E Wootton
Mid and South Essex NHS Foundation Trust (Board of Governors)	Cllr A L Williams
Rayleigh and Rochford Association of Voluntary Services	Cllr A L Williams
South Essex Children's Partnership Board	Cllr A L Williams
South Essex Parking Partnership	Cllr D S Efde

<b>Officer Appointments</b>	<b>Officer Appointee</b>
NACRON.C.E. Ltd	Jeanette Hurrell, Housing Options Team Leader