

## Annual Council – 3 June 2014

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Minutes of the meeting of **Annual Council** held on **3 June 2014** when there were present:-

Cllr C I Black  
Cllr J Burton  
Cllr Mrs L A Butcher  
Cllr P A Capon  
Cllr Mrs T J Capon  
Cllr M R Carter  
Cllr T G Cutmore  
Cllr R R Dray  
Cllr J Gibson  
Cllr Mrs H L A Glynn  
Cllr K J Gordon  
Cllr Mrs A V Hale  
Cllr J Hayter  
Cllr B T Hazlewood  
Cllr N J Hookway  
Cllr Mrs D Hoy  
Cllr M Hoy  
Cllr K H Hudson

Cllr J L Lawmon  
Cllr Mrs G A Lucas-Gill  
Cllr Mrs J R Lumley  
Cllr Mrs C M Mason  
Cllr J R F Mason  
Cllr Mrs J E McPherson  
Cllr D Merrick  
Cllr R A Oatham  
Cllr Mrs C E Roe  
Cllr C G Seagers  
Cllr S P Smith  
Cllr Mrs M H Spencer  
Cllr D J Sperring  
Cllr M J Steptoe  
Cllr I H Ward  
Cllr Mrs C A Weston  
Cllr Mrs B J Wilkins

### **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs M Maddocks, Mrs J A Mockford, T E Mountain and J D Griffin.

### **OFFICERS PRESENT**

A Dave	- Chief Executive
A Bugeja	- Head of Legal, Estates and Member Services
Y Woodward	- Head of Finance
J Bostock	- Member Services Manager
S Worthington	- Committee Administrator
L Rackley	- Civic Officer
L Bliss	- Senior Corporate Communications Officer

### **100 ELECTION OF THE CHAIRMAN OF THE COUNCIL FOR 2014/15**

#### **Resolved**

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

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

### **101 ELECTION OF THE VICE-CHAIRMAN OF THE COUNCIL FOR 2014/15**

#### **Resolved**

That Cllr Mrs H L A Glynn be elected Vice-Chairman of the Council for the ensuing year.

Cllr Mrs H L A Glynn made the Statutory Declaration of Acceptance of Office as Vice-Chairman.

### **102 APPOINTMENT OF CHAIRMAN'S CHAPLAIN FOR 2014/15**

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

### **103 MINUTES**

The Minutes of the meeting held on 15 April 2014 were approved as a correct record and signed by the Chairman.

### **104 ANNOUNCEMENTS BY THE CHAIRMAN**

The Chairman extended thanks for the honour of having been elected to serve the District.

The Chairman was looking forward to meeting as many residents as possible, particularly volunteers serving the community and representatives of community groups and organisations.

Whilst the Chairman would not be naming any specific charities at the commencement of the Municipal Year, support would be given to the Crouch Valley Scouts who would be attending the World Jamboree in Japan next year.

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

Council received the results of the District and Parish Council elections held on 22 May 2014. It was noted that all named Parish candidates had been elected.

### **106 GROUP MEMBERSHIP**

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

### **107 APPOINTMENT OF THE EXECUTIVE, COMMITTEES AND SUB-COMMITTEES 2014/15**

Council considered the report of the Chief Executive on the discharge of business during the 2014/15 Municipal Year.

### **Resolved**

- (1) That the appointees to the Executive (including associated portfolios) as set out in appendix 2 to these Minutes, and the development of Advisory Group arrangements, be noted.
- (2) That Committees and a Sub-Committee be constituted and appointed on the basis set out in appendix 3 to these Minutes.
- (3) That an Electoral Review Working Group be constituted and appointed on the basis set out in appendix 3 to these Minutes. (HLEMS)

## **108 SCHEME OF DELEGATION**

### **Resolved**

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

## **109 COUNCIL MEETINGS TIMETABLE 2014/15**

### **Resolved**

That Ordinary Meetings of the Council be scheduled on 29 July 2014; 21 October 2014; 16 December 2014; 24 February 2015 and 21 April 2015.

## **110 APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES AND OTHER FORUMS 2014/15**

Council considered the report of the Head of Legal, Estates and Member Services on appointments to Outside Bodies and other Forums for the 2014/15 Municipal Year.

### **Resolved**

- (1) That the appointments to Outside Bodies for 2014/15 be as set out in appendix 4 to these Minutes.
- (2) That the Leader of the Council (or their nominee) and Portfolio Holders be the Council's representatives at a number of external partnerships as identified in the report.
- (3) That the appointment of Cllr T G Cutmore to the position of Trustee/Board Member of the Groundwork Trust Essex, Suffolk and Norfolk be noted.
- (4) That the Deputy Leader, Cllr K H Hudson, together with the Portfolio Holder for Enterprise, Cllr M J Steptoe (substitute Cllr I H Ward), Cllr K J Gordon (substitute Cllr M Maddocks) and Cllr Mrs G A Lucas-Gill (substitute Cllr C G Seagers) be appointed to the Rochford and Southend Airport and Environs Joint Area Action Plan Forum for the

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2014/15 Municipal Year. Cllr T G Cutmore to substitute for Cllr K H Hudson.

- (5) That Cllrs M Hoy, Mrs T J Capon, Mrs J E McPherson and Mrs J A Mockford be appointed to the Rochford Housing Association Board for the 2014/15 Municipal Year.
- (6) That the appointment of the Portfolio Holder for Community to the Police and Crime Panel be endorsed. Cllr J L Lawmon to substitute.
- (7) That the appointment of the Portfolio Holder for Community to the Essex Countrywide Traveller Unit, and of the Deputy Leader as substitute, be endorsed.
- (8) That the Deputy Leader, Cllr K H Hudson, together with Cllrs C I Black, B T Hazlewood, Mrs G A Lucas-Gill and M J Steptoe be appointed to the Local Highways Panel for the 2014/15 Municipal Year. (HLEMS)

The meeting closed at 8.10 pm.

Chairman .....

Date .....

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

**1 MEMBERSHIP OF GROUPS**

- 1.1 The Proper Officer had 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 P A Capon  
Cllr Mrs T J Capon  
Cllr M R Carter  
Cllr T G Cutmore  
Cllr R R Dray  
Cllr Mrs H L A Glynn  
Cllr K J Gordon  
Cllr J D Griffin  
Cllr Mrs A V Hale  
Cllr B T Hazlewood  
Cllr K H Hudson  
Cllr J L Lawmon  
Cllr Mrs G A Lucas-Gill  
Cllr M Maddocks  
Cllr Mrs J E McPherson  
Cllr D Merrick  
Cllr Mrs J A Mockford  
Cllr Mrs C E Roe  
Cllr C G Seagers  
Cllr S P Smith  
Cllr Mrs M H Spencer  
Cllr D J Sperring  
Cllr M J Steptoe  
Cllr I H Ward  
Cllr Mrs C A Weston  
Cllr Mrs B J Wilkins

Leader: Cllr T G Cutmore

Deputy Leader: Cllr K H Hudson

**Green and Rochford District Residents Group**

Cllr Mrs D Hoy  
Cllr M Hoy  
Cllr Mrs C M Mason  
Cllr J R F Mason

Leader: Cllr J R F Mason

Deputy Leader: Cllr M Hoy

**Liberal Democrat Group**

Cllr C I Black  
Cllr Mrs J R Lumley  
Cllr R A Oatham

Leader: Cllr C I Black

Deputy Leader: Cllr R A Oatham

**UKIP Group**

Cllr J C Burton  
Cllr J Hayter  
Cllr N J Hookway

Leader: Cllr J Hayter

Deputy Leader: Cllr N J Hookway

THE EXECUTIVE	APPOINTEES	PORTFOLIO
The Executive	Cllr K H Hudson	- Deputy Leader
	Cllr S P Smith	- Finance
	Cllr M J Steptoe	- Enterprise
	Cllr Mrs G A Lucas-Gill	- People & Technology
	Cllr K J Gordon	- Planning
	Cllr I H Ward	- Environment
	Cllr Mrs J E McPherson	- Community
	Cllr Mrs C E Roe	- Governance

COMMITTEE	APPOINTEES
Appeals (6)	Chairman: Cllr Mrs C A Weston Vice-Chairman: Cllr M Maddocks Cllr Mrs D Hoy Cllr K H Hudson Cllr R A Oatham Cllr Mrs C E Roe
Audit (11)	Chairman: Cllr Mrs J A Mockford Vice-Chairman: Cllr Mrs L A Butcher Cllr Mrs A V Hale Cllr B T Hazlewood Cllr N J Hookway Cllr J L Lawmon Cllr Mrs C M Mason Cllr D Merrick Cllr Mrs M H Spencer Cllr D J Sperring Cllr Mrs B J Wilkins
Development Committee (All Members)	Chairman: Cllr P A Capon Vice-Chairman: Cllr C G Seagers
Licensing (15)	Chairman: Cllr Mrs A V Hale Vice-Chairman: Cllr M R Carter Cllr T G Cutmore Cllr N J Hookway Cllr Mrs D Hoy Cllr K H Hudson Cllr J L Lawmon Cllr Mrs G A Lucas-Gill Cllr Mrs J E McPherson Cllr D Merrick Cllr R A Oatham Cllr D J Sperring Cllr M J Steptoe Cllr I H Ward Cllr Mrs B J Wilkins



COMMITTEE	APPOINTEES
Review (15)	Chairman: Cllr M Hoy Vice-Chairman: Cllr Mrs T J Capon Cllr C I Black Cllr J C Burton Cllr Mrs L A Butcher Cllr R R Dray Cllr Mrs H L A Glynn Cllr J D Griffin Cllr Mrs A V Hale Cllr B T Hazlewood Cllr J L Lawmon Cllr J R F Mason Cllr Mrs J A Mockford Cllr C G Seagers Cllr Mrs M H Spencer
Standards (8)	Chairman: Cllr D Merrick Vice-Chairman: Cllr R R Dray Cllr J C Burton Cllr Mrs G A Lucas-Gill Cllr Mrs J R Lumley Cllr Mrs C M Mason Cllr M J Steptoe Cllr Mrs C A Weston

SUB-COMMITTEE	APPOINTEES
Local Development Framework Sub-Committee (6)	Chairman: Cllr K J Gordon Cllr C I Black Cllr Mrs G A Lucas-Gill Cllr J R F Mason Cllr M J Steptoe Cllr I H Ward

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WORKING GROUP	APPOINTEES
Electoral Review Working Group (9)	Cllr T G Cutmore Cllr N J Hookway Cllr Mrs G A Lucas-Gill Cllr Mrs C M Mason Cllr D Merrick Cllr Mrs J A Mockford Cllr R A Oatham Cllr Mrs C E Roe Cllr M J Steptoe

Outside Body	Appointees	Substitutes
Bradwell Local Community Liaison Council	Cllr Mrs H L A Glynn	Cllr Mrs A V Hale
Cory Environmental Trust in Rochford	Cllr Mrs J A Mockford	Cllr Mrs C A Weston
Essex Partnership for Flood Management	Cllr I H Ward	Cllr K H Hudson
Hockley Community Centre Association	Cllr M R Carter Cllr B T Hazlewood	N/A
London Southend Airport Consultative Committee	Cllr Mrs H L A Glynn Cllr Mrs J A Mockford Cllr M J Steptoe	Cllr J L Lawmon Cllr Mrs J E McPherson Cllr Mrs C A Weston
Rayleigh Grange Community Association Governing Body	Cllr Mrs J A Mockford One vacancy	N/A
Rayleigh Mount Local Committee	Cllr I H Ward	Cllr R R Dray
Relate South Essex	Cllr Mrs J E McPherson	Cllr Mrs A V Hale
Rochford Hundred Association of Local Councils	Cllr R R Dray	Cllr Mrs A V Hale
Rochford and Rayleigh Citizens Advice Bureau Management Committee	Cllr D Merrick	Cllr Mrs B J Wilkins

Portfolio Holder Appointments	Appointees
Community Safety Partnership	Portfolio Holder for Community
Essex Heritage Trust	Portfolio Holder for Community
IAA Member Working Group (formerly Essex Waste Partnership)	Portfolio Holder for Environment
Rayleigh and Rochford Association of Voluntary Services	Portfolio Holder for Community
Rochford District Schools Partnership Trust (Board Director/Trustee)	Portfolio Holder for Community
Children's Partnership	Portfolio Holder for Community
South Essex Parking Partnership	Deputy Leader
Southend University Hospital – NHS Foundation Trust (Board of Governors)	Portfolio Holder for Community

Officer Appointments	Officer Appointee
NACRO N.C.E. Ltd	Jeanette Mouldsdales, Senior Homelessness & Housing Advice Officer