

## Annual Council – 18 May 2010

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Minutes of the meeting of **Annual Council** held on **18 May 2010** 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 Mrs J E McPherson
Cllr J P Cottis	Cllr D Merrick
Cllr Mrs L M Cox	Cllr Mrs J A Mockford
Cllr T G Cutmore	Cllr R A Oatham
Cllr Mrs J Dillnutt	Cllr P R Robinson
Cllr K A Gibbs	Cllr C G Seagers
Cllr Mrs H L A Glynn	Cllr S P Smith
Cllr T E Goodwin	Cllr D G Stansby
Cllr K J Gordon	Cllr M J Steptoe
Cllr J E Grey	Cllr J Thomass
Cllr M Hoy	Cllr Mrs M J Webster
Cllr K H Hudson	Cllr P F A Webster
Cllr T Livings	Cllr Mrs C A Weston
Cllr Mrs G A Lucas-Gill	Cllr Mrs B J Wilkins

### **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs M R Carter, A J Humphries and J M Pullen.

### **OFFICERS PRESENT**

P Warren	- Chief Executive
R J Honey	- Corporate Director (Internal Services)
G Woolhouse	- Corporate Director (External Services)
A J Bugeja	- Head of Legal, Estates and Member Services
Y Woodward	- Head of Finance, Audit and Performance Management
J Mitchell	- Civic Officer
J Bostock	- Member Services Manager
S Worthington	- Committee Administrator

At the commencement of the meeting the outgoing Vice-Chairman, Cllr D G Stansby, took the Chair as the outgoing Chairman, Cllr A J Humphries, had been unexpectedly unable to attend the meeting. Cllr A J Humphries had asked that his best wishes be extended to the new Chairman on their inauguration. Cllr Humphries had asked Cllr Stansby to report that, with the support of friends and colleagues, over £13,000 had been raised for Cllr Humphries' chosen charities, Havens Hospice being the main beneficiary with smaller donations to Holy Trinity Church, Rayleigh and the Rochford Methodist Church Ministry.

### **124 ELECTION OF THE CHAIRMAN OF THE COUNCIL FOR 2010/11**

#### **Resolved**

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

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

### **125 ELECTION OF THE VICE-CHAIRMAN OF THE COUNCIL FOR 2009/10**

#### **Resolved**

That Councillor S P Smith be elected Vice-Chairman of the Council for the ensuing year.

Councillor S P Smith made the Statutory Declaration of Acceptance of Office as Vice-Chairman.

### **126 APPOINTMENT OF CHAIRMAN'S CHAPLAIN FOR 2009/10**

The Chairman had invited Reverend Tim Clay, of St. Andrew's Church, Ashingdon and St Nicholas Church, Canewdon to serve as Chaplain for the ensuing year.

### **127 MINUTES**

The Minutes of the meeting held on 27 April 2010 were approved as a correct record and signed by the Chairman, subject to the inclusion of apologies from Cllr D Merrick.

### **128 ANNOUNCEMENT BY THE CHAIRMAN**

The Chairman had chosen the British Heart Foundation as his charity for the ensuing year.

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

Council received the results of the District Council and Parish Council elections held on 6 May 2010.

### **130 NOTICES 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.

### **131 MR R J HONEY**

Council paid tribute to Mr R J Honey, the Council's Corporate Director (Internal Services), who was retiring after 27 years service with the Council.

Members acknowledged Mr Honey's sterling service to the community and the Council and wished him well for the future.

### **132 APPOINTMENTS OF THE EXECUTIVE, COMMITTEES AND SUB-COMMITTEES 2010/11**

Council considered the report of the Chief Executive on the discharge of business during the 2010/11 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 2 to these Minutes, be noted.
- (2) That Committees and Sub-Committees be constituted and appointed on the basis set out in Appendix 3 to these Minutes. (HLEMS)

### **133 COUNCIL MEETINGS TIMETABLE 2010/11**

#### **Resolved**

That, ordinary meetings of the Council be scheduled on 27 July 2010; 26 October 2010; 14 December 2010; 22 February 2011 and 19 April 2011.

### **134 APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES 2010/11**

Council considered the report of the Head of Legal, Estates and Member Services on appointments to Outside Bodies for the 2010/11 Municipal Year and attendance at a number of forums.

#### **Resolved**

- (1) That the appointments to Outside Bodies for 2010/11 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 East of England Local Government Association, the County Council's South Essex Forum, the Rochford Local Strategic Partnership and the Thames Gateway South Essex Board.
- (3) That the attendance of Cllr M Maddocks as the Council's representative at meetings of the Essex Health Overview and Scrutiny Committee be endorsed.
- (4) That Cllr T G Cutmore be appointed to Groundwork South Essex for three years with effect from the 2010/11 Municipal Year.

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- (5) That the Portfolio Holder for Planning and Transportation, Cllr K H Hudson, together with Cllrs J P Cottis (substitute Cllr Mrs C A Weston), Cllr K J Gordon (substitute Cllr M Maddocks) and Cllr Mrs G A Lucas-Gill (substitute to be confirmed) be appointed to the Rochford and Southend Airport and Environs Action Plan Forum.  
Cllr T G Cutmore to substitute for Cllr K H Hudson.
  
- (6) That Cllr J P Cottis and Cllr Mrs J A Mockford be appointed to the Rochford Housing Association Board, the two remaining vacancies to be confirmed. (HLEMS)

The meeting closed at 8.11 pm.

Chairman .....

Date .....

If you would like this report in large print, Braille or another language please contact 01702 546366.

## NOTICES OF GROUP MEMBERSHIP

### 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 P Aves  
Cllr Mrs L A Butcher  
Cllr P A Capon  
Cllr Mrs T J Capon  
Cllr M R Carter  
Cllr J P Cottis  
Cllr Mrs L M Cox  
Cllr T G Cutmore  
Cllr K A Gibbs  
Cllr Mrs H L A Glynn  
Cllr T E Goodwin  
Cllr K J Gordon  
Cllr J E Grey  
Cllr K H Hudson  
Cllr A J Humphries  
Cllr T Livings  
Cllr Mrs G A Lucas-Gill  
Cllr M Maddocks  
Cllr Mrs J E McPherson  
Cllr D Merrick  
Cllr Mrs J A Mockford  
Cllr J M Pullen  
Cllr P R Robinson  
Cllr C G Seagers  
Cllr S P Smith  
Cllr D G Stansby  
Cllr M J Steptoe  
Cllr J Thomass  
Cllr Mrs M J Webster  
Cllr P F A Webster  
Cllr Mrs C A Weston  
Cllr Mrs B J Wilkins

Leader: Cllr T G Cutmore

Deputy Leader: Cllr Mrs M J Webster

**Liberal Democrat Group**

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

Leader: Cllr C I Black

Deputy Leader: Cllr R A Oatham

## APPOINTMENTS TO THE EXECUTIVE, COMMITTEES AND SUB-COMMITTEES: 2010-11

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 J Steptoe	- Environment
	Cllr C G Seagers	- Finance and Resources

MEMBER CHAMPION	APPOINTMENT
Risk and Business Continuity	Cllr K A Gibbs
E Government and Website Development	Cllr J P Cottis
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 Mrs G A Lucas-Gill Cllr J P Cottis Cllr Mrs J Dillnutt Cllr K A Gibbs Cllr T Livings Cllr J R F Mason Cllr Mrs J E McPherson Cllr D G Stansby Cllr J Thomass Cllr Mrs B J Wilkins
Development (All Members)	Chairman: Cllr P A Capon Vice-Chairman: Cllr D Merrick
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 M Hoy Cllr K H Hudson Cllr A J Humphries Cllr T Livings Cllr R A Oatham Cllr Mrs C A Weston Cllr Mrs B J Wilkins  One vacancy



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

COMMITTEE	APPOINTMENT
West Area (16)	Chairman: Cllr S P Smith 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 J M Pullen Cllr Mrs M J Webster Cllr P F A Webster

SUB-COMMITTEE	NOMINATION
Local Development Framework (6)	Cllr C I Black Cllr Mrs L M Cox Cllr K J Gordon Cllr K H Hudson Cllr Mrs G A Lucas-Gill Cllr S P Smith
Charter Implementation Group (5)	Chairman: Vice-Chairman of Standards Committee (Cllr Mrs H L A Glynn) 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

**APPOINTMENTS TO OUTSIDE BODIES 2010-2011**

<b>Outside Body</b>	<b>Appointees</b>	<b>Substitutes</b>
Activerochford	Cllr J P Cottis	Cllr Mrs P Aves
Bradwell Local Community Liaison Council	Cllr Mrs H L A Glynn	Cllr Mrs J E McPherson
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	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 L M Cox	Cllr Mrs J A Mockford
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
London Southend Airport Consultative Committee	Cllr J M Pullen Cllr D G Stansby Cllr Mrs L M Cox	Cllr K A Gibbs Cllr T E Goodwin Cllr Mrs C A Weston
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

Outside Body	Appointees	Substitutes
Relate South Essex	Cllr Mrs J E McPherson	One vacancy
Rochford Hundred Association of Local Councils	Cllr K J Gordon	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 J Steptoe Cllr Mrs M J Webster	Cllr D G Stansby Cllr Mrs H L A Glynn Cllr Mrs C A Weston
Traffic Penalty Tribunal	Cllr R A Oatham	One vacancy
Warehouse Centre, Active Christian Trust	Cllr Mrs J E McPherson	Cllr M Hoy

Portfolio Holder Appointments	Appointees
Community Safety Partnership	Portfolio Holder for Young Persons, Adult Services, Community Care and Well-Being, Health and Community Safety
County Council West Area Forum Working Party – reviewing access to GP services	Portfolio Holder for Young Persons, Adult Services, Community Care and Well-Being, Health and Community Safety
Essex Heritage Trust	Portfolio Holder for Leisure, Tourism, Heritage, the Arts, Culture and Business
Essex Waste Partnership	Portfolio Holder for Environment including Parks, Open Spaces and Woodlands, Recycling, Street Scene and contracts for provision of environmental services.
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 District Schools Partnership Trust	Portfolio Holder for Young Persons, Adult Services, Community Care and Well-Being, Health and Community Safety
South East Children's Trust Board	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

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<b>Officer Appointments</b>	<b>Officer Appointee</b>
Adult Community Learning South Essex Stakeholder Forum	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