

Annual Council – 14 May 2019

Minutes of the meeting of **Annual Council** held on **14 May 2019** when there were present:-

Cllr J C Burton	Cllr Mrs J E McPherson
Cllr Mrs L A Butcher	Cllr D Merrick
Cllr C C Cannell	Cllr T E Mountain
Cllr M R Carter	Cllr J E Newport
Cllr Mrs T L Carter	Cllr Mrs C A Pavelin
Cllr T G Cutmore	Cllr Mrs C E Roe
Cllr R R Dray	Cllr Mrs L Shaw
Cllr D S Efde	Cllr P J Shaw
Cllr A H Eves	Cllr S P Smith
Cllr Mrs J R Gooding	Cllr D J Sperring
Cllr B T Hazlewood	Cllr M J Steptoe
Cllr N J Hookway	Cllr I H Ward
Cllr Mrs D Hoy	Cllr M J Webb
Cllr M Hoy	Cllr Mrs C A Weston
Cllr G J Ioannou	Cllr M G Wilkinson
Cllr M J Lucas-Gill	Cllr A L Williams
Cllr Mrs J R Lumley	Cllr S A Wilson
Cllr Mrs C M Mason	Cllr S E Wootton

APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs K H Hudson, R Milne and T E Mountain.

OFFICERS PRESENT

S Scrutton	- Managing Director
A Hutchings	- Strategic Director
M Harwood-White	- Assistant Director, Assets & Commercial
M Hotten	- Assistant Director, Place & Environment
A Law	- Assistant Director, Legal & Democratic
N Lucas	- Section 151 Officer
L Moss	- Assistant Director, People & Communities
D Tribe	- Assistant Director, Transformation & Customer
S Worthington	- Democratic Services Officer

The outgoing Chairman, Cllr D Merrick, extended thanks to Members for supporting him during his term of office as Chairman, in particular the Vice-Chairman for his help and support, notwithstanding his work commitments; the Chairman's Chaplain, Rev David Oxtoby, for giving up his one free evening to attend meetings of Council and for all his hard work on the Holocaust Memorial Day and Civic Services and for always being present with spiritual support and guidance. He also extended thanks to Sonia Worthington who provided Civic Officer support in addition to her other duties when the previous Civic Officer left and to Tanya Hill for her dedication and hard work as sole Civic Chauffeur for some months until the vacancy was filled, and to Pat Clements, Verna Cowell and Cllr Mrs Carol Pavelin who supported him on the many Civic engagements that they attended with him during his year of office.

83 MINUTES

The Minutes of the meeting held on 30 April 2019 were approved as a correct record and signed by the Chairman.

84 ELECTION OF CHAIRMAN OF THE COUNCIL FOR 2019/20

Resolved

That Cllr R R Dray be elected Chairman of the Council for the ensuing year.

Cllr R R Dray made the Statutory Declaration of Acceptance of Office as Chairman.

85 ELECTION OF VICE-CHAIRMAN FOR 2019/20

Resolved

That Cllr T G Cutmore be elected Vice-Chairman of the Council for the ensuing year.

86 Cllr T G Cutmore made the Statutory Declaration of Acceptance of Office as Vice-Chairman.

87 APPOINTMENT OF CHAIRMAN'S CHAPLAIN FOR 2019/20

The Chairman had invited Rev David Oxtoby of Holy Trinity Church, Rayleigh to act as Chairman for the ensuing year.

88 ANNOUNCEMENTS FROM THE CHAIRMAN

Cllr Dray expressed his thanks to the Council for electing him as Chairman and for the trust imposed in him. He promised to serve all equally to the best of his ability. He thanked Cllr Merrick for the hard work and diligence he had shown representing the people and communities of the Rochford District and for his support during the past year.

89 ELECTION OF THE LEADER OF THE COUNCIL

Resolved

That Cllr M J Steptoe be elected Leader of the Council for a four-year period or until his term of office ends with effect from the 2019/20 Municipal Year.

Cllr Steptoe thanked the Council for electing him as Leader of the Council and for the trust placed in him, stating: "In my opinion, Rochford District Council is one of the best Councils in the country".

He further stated: "I would like to congratulate Terry on becoming Vice-Chairman. Terry was Leader of this Council for some 15 years, taking over

from Peter Webster (for those who remember Peter). I first met Terry when I was the Parish rep at the start of the original Standards Committee, which was set up in the early 2000's. When I was first elected to the Council he gave me the benefit of his experience and encouragement. Terry has seen a lot of change over the years, such as the change from Committee to Cabinet system working, I believe, with 3 different Chief Executives. Terry will be a hard act to follow and I hope that I will be able to call on his guidance from time to time. I'm sure that Members will be happy to join me in thanking Terry and congratulating him on his role as Vice-Chairman".

Cllr Cutmore responded by saying: "It will be great to try something different. I have been a Member here for 20 years, since 1999, 15 years as Leader, so I think it's about time I had a bit of a change. I have great confidence in my Group and certainly their Leader and Deputy Leader to take things forward as they should be. I look forward to the role coming forward and I also look forward very much to working with Robin as we go forward together".

90 DISTRICT AND PARISH COUNCIL ELECTION RESULTS

Council received the results of the District and Parish Council elections held on 2 May 2019.

91 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.

92 APPOINTMENT OF THE EXECUTIVE, COMMITTEES AND SUB-COMMITTEES 2019/20

Council considered the report of the Assistant Director, Legal & Democratic on the discharge of business during the 2019/20 Municipal Year.

Two nominations had been received for chairmanship of the Review Committee, for Cllrs J C Burton and M Hoy.

On a requisition pursuant to Council Procedure Rule 17.4 a recorded vote was taken on chairmanship of the Review Committee, as follows:-

For Cllr J C
Burton (25)

Cllrs J C Burton; Mrs L A Butcher; M R Carter; T G Cutmore; R R Dray; D S Efde; Mrs J R Gooding; B T Hazlewood; G J Ioannou; M J Lucas-Gill; Mrs J R Lumley; Mrs J E McPherson; D Merrick; Mrs C A Pavelin; Mrs C E Roe; Mrs L Shaw; P J Shaw; S P Smith; D J Sperring; M J Steptoe; I H Ward; M J Webb; Mrs C A Weston; A L Williams; S E Wootton

For Cllr M Hoy
(11)

Cllrs C C Cannell; Mrs T L Carter; A H Eves; N J Hookway; Mrs D Hoy; M Hoy; Mrs C M Mason; T E Mountain; J E Newport; M G Wilkinson and S A Wilson

Abstain (0)

Resolved

- (1) That appointees to the Executive (including Deputy Leader and associated portfolios), as set out in appendix 2 to the Minutes, be noted and that the suggested amendments to pages 3.26 to 3.28 of the Constitution, as set out in addendum 3 to the report, be approved.
- (2) That Committees and a Sub-Committee be constituted as set out in appendix 1 to the report and that the suggested amendments to pages 3.21 and 3.22 of the Constitution, as set out in appendix 2 to the report, be approved.
- (3) That Members be appointed to serve on Committees and a Sub-Committee for the 2019/20 Municipal Year as set out in appendix 3 to the Minutes.
- (4) That the Chairmen and Vice-Chairmen of Committees and a Sub-Committee be appointed as set out in appendix 3 to the Minutes.
(AL&D)

93 SCHEME OF DELEGATION

Resolved

That the Scheme of Delegation as set out in Part 3A and C of the Constitution be agreed, subject to the changes agreed above to pages 3.21-3.22 and 3.26-3.28. (AL&D)

94 COUNCIL MEETINGS

Resolved

That meetings of the Council be scheduled on 16 July 2019, 22 October 2019, 17 December 2019, 11 February 2020, 18 February 2020 and 21 April 2020.
(AL&D)

95 APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES AND OTHER FORUMS 2019/20

Council considered the report of the Assistant Director, Legal & Democratic on appointments to outside bodies and other forums for the 2019/20 Municipal Year.

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- (1) That the appointment of an officer and Portfolio Holders, or a Councillor they nominate, to outside bodies for the 2019/20 Municipal Year be as set out at appendix 4 to the Minutes.
- (2) That Member representatives (including substitutes) be appointed for the 2019/20 Municipal Year to the outside bodies set out at 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 to the three seats on the Sanctuary in Rochford Committee for the 2019/20 Municipal Year be as set out at 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 to the four seats on the Local Highways Panel be as set out in appendix 4 to the Minutes. (AL&D)

The meeting closed at 8.00 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 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 M R Carter
Cllr T G Cutmore
Cllr R R Dray
Cllr D S Efde
Cllr Mrs J R Gooding
Cllr B T Hazlewood
Cllr K H Hudson
Cllr G J Ioannou
Cllr M J Lucas-Gill
Cllr Mrs J R Lumley
Cllr Mrs J E McPherson
Cllr D Merrick
Cllr R Milne
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 M J Steptoe
Deputy Leader: Cllr Mrs C E Roe

Green Group

Cllr Mrs D Hoy
Cllr M Hoy
Cllr S A Wilson

Leader: Cllr M Hoy
Deputy Leader: Cllr S A Wilson

Liberal Democrat Group

Cllr C C Cannell
Cllr J E Newport
Cllr C M Stanley

Leader: Cllr C M Stanley

Rochford District Residents Group

Cllr Mrs T L Carter
Cllr A H Eves
Cllr Mrs C M Mason
Cllr T E Mountain

Leader: Cllr Mrs C M Mason
Deputy Leader: Cllr A H Eves

CONFIRMED

THE EXECUTIVE	APPOINTEES	PORTFOLIO
The Executive	Cllr Mrs C E Roe	- Deputy Leader
	Cllr M J Webb	- Community
	Cllr G J Ioannou	- Enterprise
	Cllr A L Williams	- Environment
	Cllr S P Smith	- Finance
	Cllr D S Efde	- IT and Communications
	Cllr I H Ward	- Planning

COMMITTEE	APPOINTEES
Audit (11)	Chairman: Cllr Mrs L A Butcher Vice-Chairman: Cllr D Merrick Cllr T G Cutmore Cllr A H Eves Cllr M Hoy Cllr M J Lucas-Gill Cllr R Milne Cllr J E Newport Cllr Mrs L Shaw Cllr P J Shaw Cllr D J Sperring
Chief Officer Appointments Committee (9)	Chairman: Cllr Mrs C E Roe Vice-Chairman: Cllr Mrs L Shaw Cllr Mrs T L Carter Cllr M Hoy Cllr D Merrick Cllr R Milne Cllr J E Newport Cllr I H Ward Cllr S E Wootton
Development Committee (13)	Chairman: Cllr S P Smith Vice-Chairman: Cllr Mrs L Shaw Cllr C C Cannell Cllr D S Efde Cllr A H Eves Cllr D Merrick Cllr P J Shaw Cllr C M Stanley Cllr M J Steptoe Cllr Mrs C A Weston Cllr A L Williams Cllr S A Wilson Cllr S E Wootton

COMMITTEE	APPOINTEES
Investment Board (13)	Chairman: Cllr M J Steptoe Vice-Chairman: Cllr A L Williams Cllr D S Efde Cllr A H Eves Cllr Mrs J R Gooding Cllr G J Ioannou Cllr M J Lucas-Gill Cllr Mrs L Shaw Cllr D J Sperring Cllr C M Stanley Cllr I H Ward Cllr S A Wilson Cllr S E Wootton
Licensing & Appeals (15)	Chairman: Cllr Mrs C A Weston Vice-Chairman: Cllr Mrs J R Gooding Cllr Mrs T L Carter Cllr D S Efde Cllr B T Hazlewood Cllr M J Lucas-Gill Cllr Mrs C M Mason Cllr Mrs J E McPherson Cllr D Merrick Cllr T E Mountain Cllr J E Newport Cllr Mrs L Shaw Cllr P J Shaw Cllr A L Williams Cllr S A Wilson

COMMITTEE	APPOINTEES
Review (15)	Chairman: Cllr J C Burton Vice-Chairman: Cllr D J Sperring Cllr C C Cannell Cllr Mrs T L Carter Cllr T G Cutmore Cllr B T Hazlewood Cllr Mrs D Hoy Cllr M Hoy Cllr Mrs J E McPherson Cllr R Milne Cllr T E Mountain Cllr Mrs C A Pavelin Cllr Mrs L Shaw Cllr P J Shaw Cllr S E Wootton
Standards (8)	Chairman: Cllr Mrs J E McPherson Vice-Chairman: Cllr Mrs J R Lumley Cllr Mrs L A Butcher Cllr Mrs J R Gooding Cllr Mrs D Hoy Cllr M J Lucas-Gill Cllr Mrs C M Mason Cllr C M Stanley
SUB-COMMITTEE	APPOINTEES
Planning Policy Sub-Committee (6)	Chairman: Cllr D J Sperring Cllr M Hoy Cllr Mrs J R Lumley Cllr Mrs C M Mason Cllr Mrs C A Weston Cllr S E Wootton

Outside Body	Appointees	Substitutes
Bradwell Local Community Liaison Council	Cllr Mrs J R Gooding	Cllr S P Smith
Essex Flood Partnership Board	Cllr A L Williams	Cllr G J Ioannou
Hockley Community Centre Association	Cllr M R Carter Cllr Mrs C A Weston	N/A
London Southend Airport Consultative Committee	Cllr M J Lucas-Gill Cllr I H Ward Cllr S E Wootton	Cllr A L Williams Cllr P J Shaw Cllr B T Hazlewood
Rayleigh Grange Community Association Governing Body	Cllr Mrs J R Lumley Cllr D J Sperring	N/A
Rayleigh Mount Local Committee	Cllr R Milne	Cllr D Merrick
Rochford Hundred Association of Local Councils	Cllr S E Wootton	Cllr Mrs J R Gooding
Rochford and Rayleigh Citizens Advice Bureau Trustee Board	Cllr G J Ioannou	Cllr Mrs J R Gooding

Organisation	Appointees
Local Highways Panel	Cllr B T Hazlewood Cllr G J Ioannou Cllr Mrs C E Roe Cllr I H Ward

Organisation	Appointees
Sanctuary in Rochford Committee	Cllr Mrs J R Lumley Cllr R Milne Cllr Mrs L Shaw

Portfolio Holder Appointments	Appointees
Community Safety Partnership (CSP) Steering Group	Portfolio Holder for Community
Crouch Harbour Authority	Portfolio Holder for Enterprise
Essex Countywide Traveller Unit	Portfolio Holder for Community Substitute: Cllr Mrs J E McPherson
Essex Heritage Trust	Portfolio Holder for Community
Essex Fire, Police and Crime Panel	Portfolio Holder for Community Substitute: Cllr Mrs L A Butcher
Essex Waste Partnership Board	Portfolio Holder for Environment
Local Government Association (LGA) General Assembly	Leader of the Council
Rayleigh and Rochford Association of Voluntary Services	Portfolio Holder for Community
South Essex Children's Partnership Board	Portfolio Holder for Community
South Essex Parking Partnership	Leader of the Council
Southend University Hospital – NHS Foundation Trust (Board of Governors)	Cllr Mrs J R Gooding (on behalf of Portfolio Holder for Community)

Officer Appointments	Officer Appointee
NACRO N.C.E. Ltd	Jeanette Hurrell, Housing Options Team Leader