

Annual Council – 13 May 2003

Minutes of the meeting of Annual **Council** held on **13 May 2003** when there were present:-

Cllr R A Amner	Cllr Mrs J R Lumley
Cllr C I Black	Cllr J R F Mason
Cllr Mrs R Brown	Cllr Mrs M D McCarthy
Cllr Mrs L A Butcher	Cllr G A Mockford
Cllr P A Capon	Cllr C R Morgan
Cllr Mrs T J Capon	Cllr R A Oatham
Cllr R G S Choppen	Cllr J M Pullen
Cllr T G Cutmore	Cllr P K Savill
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 J E Grey	Cllr Mrs M A Starke
Cllr Mrs S A Harper	Cllr M G B Starke
Cllr K H Hudson	Cllr J Thomass
Cllr A J Humphries	Cllr Mrs M S Vince
Cllr C A Hungate	Cllr Mrs M J Webster
Cllr Mrs L Hungate	Cllr P F A Webster
Cllr C C Langlands	Cllr D A Weir
Cllr T Livings	Cllr Mrs B J Wilkins
Cllr C J Lumley	

OFFICERS PRESENT

P Warren	- Chief Executive
R J Honey	- Corporate Director (Law, Planning and Administration)
R Crofts	- Corporate Director (Finance & External Services)
S Fowler	- Head of Administrative & Member Services
E Mynott	- Civic and Public Relations Officer
J Bostock	- Principal Committee Administrator
S Worthington	- Committee Administrator

229 ELECTION OF THE CHAIRMAN OF THE COUNCIL FOR 2003/04

Prior to electing a Chairman for 2003/04, Council expressed thanks to the retiring Chairman, Councillor R S Allen, for the past year's service.

On a Motion, moved by Councillor P F A Webster and seconded by Councillor P A Capon, it was:-

Resolved

That Councillor R A Amner be elected Chairman of the Council for the ensuing year.

Councillor R A Amner made the statutory declaration of acceptance of office as Chairman.

230 ELECTION OF VICE-CHAIRMAN OF THE COUNCIL FOR 2003/04

On a motion, moved by Councillor P F A Webster and seconded by Councillor J E Grey, it was:-

Resolved

That Councillor Mrs R Brown be elected Vice-Chairman of the Council for the ensuing year.

Councillor Mrs R Brown made the statutory declaration of acceptance of office as Vice-Chairman.

231 APPOINTMENT OF CHAIRMAN'S CHAPLAIN FOR 2003/04

The Chairman informed the Meeting that he had invited the Reverend Carl Stokes of Hawkwell Baptist Church to serve as Chaplain for the ensuing year.

232 MINUTES

The Minutes of the Meeting held on 29 April 2003 were approved as a correct record and signed by the Chairman.

233 ELECTION OF THE LEADER OF THE COUNCIL FOR 2003/04

On a motion, moved by Councillor K A Gibbs and seconded by Councillor C C Langlands, it was:-

Resolved

That Councillor P F A Webster be elected Leader of the Council for the ensuing year.

234 DISTRICT AND PARISH COUNCIL ELECTION RESULTS

Council received the results of the District Council and Parish Council Elections held on 1 May 2003.

235 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.

236 APPOINTMENT OF STANDING COMMITTEES 2003/04

Council considered the report of the Chief Executive on the discharge of business during the Municipal Year 2003/04.

On a Motion, moved by Councillor P F A Webster and seconded by Councillor T G Cutmore, it was:-

Resolved

That Committees and Sub-Committees be constituted and appointed (including Chairmen/Vice-Chairmen) on the basis set out at Appendix 2 to these Minutes. (HAMS)

237 MEETINGS TIMETABLE 2003/04

On a Motion, moved by Councillor P F A Webster and seconded by Councillor T G Cutmore, it was:-

Resolved

That the timetable of Meetings 2003/04, as set out at Appendix 3 to these Minutes, be agreed. (HAMS)

238 APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES 2003/04

Council considered the report of the Head of Administrative and Member Services on appointments to Outside Bodies for the Municipal Year 2003/04.

Resolved

- (1) That the appointments to Outside Bodies for 2003/04 be as set out at Appendix 4 to these Minutes.
- (2) That travel and subsistence allowances be paid for Members' attendance at Outside Body Meetings on which they are authorised to represent the Authority.
- (3) That Member and Officer appointees be asked to report back on the work of Bodies to which they are appointed via the Members' Bulletin twice per year. (HAMS)

The meeting closed at 8.08pm.

Chairman

Date

MEMBERSHIP OF GROUPS

The Proper Officer has been advised of the divisions of Members of the Council into Political Groups and the appointment of the Leaders and Deputy Leaders as follows:-

Conservative Group

Cllr R A Amner
Cllr Mrs R Brown
Cllr Mrs L A Butcher
Cllr Mrs T J Capon
Cllr P A Capon
Cllr R G S Choppen
Cllr T G Cutmore
Cllr K A Gibbs
Cllr T E Goodwin
Cllr J E Grey
Cllr Mrs S A Harper
Cllr K H Hudson
Cllr A J Humphries
Cllr C A Hungate
Cllr Mrs L Hungate
Cllr C C Langlands
Cllr T Livings
Cllr Mrs M C McCarthy
Cllr G A Mockford
Cllr J M Pullen
Cllr P K Savill
Cllr C G Seagers
Cllr D G Stansby
Cllr Mrs M A Starke
Cllr M G B Starke
Cllr S P Smith
Cllr J Thomass
Cllr Mrs M J Webster
Cllr P F A Webster
Cllr Mrs B J Wilkins

Leader: Cllr P F A Webster

Deputy Leader: Cllr T G Cutmore

Labour Party Group

Cllr C R Morgan
Cllr Mrs M S Vince
Cllr D A Weir

Leader: Cllr Mrs M S Vince

Deputy Leader: Cllr C R Morgan

Liberal Democrat Group

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

Leader: Cllr C I Black

Deputy Leader: Cllr R A Oatham

MEMBERS AND SUBSTITUTE MEMBERS OF COMMITTEES AND SUB-COMMITTEES

COMMITTEES

COMMITTEE	MEMBERS	SUBSTITUTES
Appeals & Licensing (6)	Chairman: Cllr Mrs R Brown Vice Chairman: Cllr Mrs B J Wilkins Cllr K A Gibbs Cllr K H Hudson Cllr T Livings Cllr R A Oatham	No Substitutes
Community Services (13)	Chairman: Cllr K A Gibbs Vice-Chairman: Cllr T E Goodwin Cllr R A Amner Cllr Mrs R Brown Cllr R G S Choppen Cllr Mrs S A Harper Cllr Mrs L Hungate Cllr C C Langlands Cllr Mrs J R Lumley Cllr J R F Mason Cllr C R Morgan Cllr Mrs M J Webster Cllr Mrs B J Wilkins	<u>Conservative</u> Cllr J E Grey Cllr C A Hungate Cllr C G Seagers <u>Labour</u> Cllr D A Weir <u>Liberal Democrat</u> Cllr R A Oatham <u>Non Group Members</u> Cllr Mrs H L A Glynn
Environmental Services (13)	Chairman: Cllr J E Grey Vice-Chairman: Cllr C G Seagers Cllr R A Amner Cllr Mrs T J Capon Cllr R G S Choppen Cllr Mrs H L A Glynn Cllr Mrs S A Harper Cllr Mrs L Hungate Cllr A J Humphries Cllr R A Oatham Cllr J M Pullen Cllr Mrs M S Vince Cllr Mrs M J Webster	<u>Conservative</u> Cllr D G Stansby Cllr Mrs M A Starke <u>Labour</u> Cllr C R Morgan <u>Liberal Democrat</u> Cllr Mrs J R Lumley <u>Non-Group Members</u> Cllr J R F Mason
Planning Services (All Members)	Chairman: Cllr S P Smith Vice-Chairman: Cllr A J Humphries	

COMMITTEE	MEMBERS	SUBSTITUTES
Policy & Finance (13)	Chairman: Cllr P F A Webster Vice-Chairman: Cllr Mrs M A Starke Cllr J E Grey Cllr K H Hudson Cllr A J Humphries Cllr C A Hungate Cllr C J Lumley Cllr J R F Mason Cllr P K Savill Cllr C G Seagers Cllr S P Smith Cllr D G Stansby Cllr D A Weir	<u>Conservative</u> Cllr Mrs T J Capon Cllr K A Gibbs Cllr Mrs L Hungate <u>Labour</u> Cllr Mrs M S Vince <u>Liberal Democrat</u> Cllr C I Black
Standards (5)	Chairman: Cllr C C Langlands Vice-Chairman: Cllr J M Pullen Cllr T G Cutmore Cllr C A Hungate Cllr C J Lumley	<u>Conservative</u> Cllr Mrs S A Harper Cllr P F A Webster <u>Liberal Democrat</u> Cllr C I Black
Community Overview & Scrutiny (9)	Chairman: Cllr T Livings Vice-Chairman: Cllr Mrs T J Capon Cllr T G Cutmore Cllr C J Lumley Cllr P K Savill Cllr D G Stansby Cllr Mrs M A Starke Cllr Mrs M S Vince Cllr P F A Webster	<u>Conservative</u> Cllr C G Seagers <u>Labour</u> Cllr C R Morgan <u>Liberal Democrat</u> Cllr C I Black
Environment Overview & Scrutiny (9)	Chairman: Cllr P K Savill Vice-Chairman: Cllr C A Hungate Cllr C I Black Cllr Mrs R Brown Cllr T E Goodwin Cllr K H Hudson Cllr C C Langlands Cllr P F A Webster Cllr D A Weir	<u>Conservative</u> Cllr A J Humphries <u>Labour</u> Cllr C R Morgan <u>Liberal Democrat</u> Cllr C J Lumley

ANNUAL COUNCIL – 13 MAY 2003

Appendix 2

COMMITTEE	MEMBERS	SUBSTITUTES
Finance & Procedures Overview & Scrutiny (9)	Chairman: Cllr T G Cutmore Vice-Chairman: Cllr J Thomass Cllr K A Gibbs Cllr Mrs H L A Glynn Cllr C C Langlands Cllr T Livings Cllr Mrs J R Lumley Cllr C R Morgan Cllr Mrs M J Webster	<u>Conservative</u> Cllr Mrs T J Capon Cllr Mrs S A Harper <u>Labour</u> Cllr Mrs M S Vince <u>Liberal Democrat</u> Cllr R A Oatham

SUB-COMMITTEES

SUB-COMMITTEE	MEMBERS	SUBSTITUTES
Animal Welfare Charter (6)	Chairman: Cllr Mrs M J Webster Cllr R A Amner Cllr Mrs T J Capon Cllr Mrs S A Harper Cllr J R F Mason Cllr J M Pullen	<u>Conservative</u> Cllr J E Grey <u>Non Group Members</u> Cllr Mrs H L A Glynn
Emergency Planning (5)	Leader of the Council Chairman, Community Services Chairman, Environmental Services Chairman, Policy & Finance Chairman, Planning Services	
Housing Best Value (5)	Chairman: Cllr P F A Webster Cllr K A Gibbs Cllr T Livings Cllr P K Savill Cllr Mrs M S Vince	<u>Conservative</u> Cllr Mrs S A Harper <u>Labour</u> Cllr D A Weir
Hullbridge (5)	Chairman: Cllr Mrs R Brown Cllr Mrs L A Butcher Cllr A J Humphries Cllr C R Morgan Cllr P K Savill	<u>Labour</u> Cllr Mrs M S Vince
Rayleigh Traffic Study (9)	Chairman: Cllr Mrs M J Webster Cllr Mrs H L A Glynn Cllr J E Grey Cllr A J Humphries Cllr C A Hungate Cllr T Livings Cllr R A Oatham Cllr J M Pullen Cllr D A Weir	<u>Conservative</u> Cllr K A Gibbs Cllr J R F Mason Cllr P K Savill <u>Labour</u> Cllr C R Morgan <u>Liberal Democrat</u> Cllr C J Lumley
Taxi Licensing (4)	Chairman: Cllr P F A Webster Cllr Mrs R Brown Cllr T Livings Cllr C R Morgan	<u>Conservative</u> Cllr Mrs M J Webster Cllr J E Grey <u>Labour</u> Cllr Mrs M S Vince
Windmill (4)	Chairman: Cllr A J Humphries Cllr Mrs J R Lumley Cllr G A Mockford Cllr Mrs M J Webster	<u>Conservative</u> Cllr C C Langlands Cllr P K Savill <u>Liberal Democrat</u> Cllr C J Lumley

CYCLE OF MEETINGS 2003/04

2003									2004					
	May	June	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
Mon								1			1			
Tue			1 Community Services					2 Community Services			2 Community Services			1
Wed			2 Training			1 Policy & Finance		3 Environmental Services			3 Training			2
Thurs	1		3 Environmental Services			2 Environmental Services		4 Policy & Finance	1 Bank Holiday		4 Environmental Services	1 Community Services		3
Fri	2		4	1		3		5	2		5	2		4
Sat	3		5 CPA Training	2		4	1	6	3		6	3	1	5
Sun	4	1	6	3		5	2	7	4	1	7	4	2	6
Mon	5 Bank Holiday	2	7	4	1	6	3	8	5	2	8	5	3 Bank Holiday	7
Tue	6	3 Community Services	8 Policy & Finance	5	2 Community Services	7	4 Community Services	9 Fin & Proc O&S	6	3 Community Services	9 Policy & Finance	6 Environmental Services	4 Community Services	8
Wed	7	4 Training	9 Taxi Licensing Sub	6	3	8	5 Training	10 Community O&S	7 Council	4 Environmental Services	10 Training	7 Policy & Finance	5 Environmental Services	9
Thurs	8	5 Environmental Services	10 Standards	7	4 Environmental Services	9	6 Standards Committee	11 Environment O&S	8 Community Services	5 Policy & Finance	11	8	6 Policy & Finance	10
Fri	9	6	11	8	5	10	7	12	9	6	12	9 Bank Holiday	7	11
Sat	10	7	12	9	6	11	8	13	10	7	13	10	8	12
Sun	11	8	13	10	7	12	9	14	11	8	14	11	9	13
Mon	12	9	14	11	8	13	10	15	12	9	15	12 Bank Holiday	10	14
Tue	13 Annual Council	10 Policy & Finance	15 Community O&S	12	9 Policy & Finance	14 Fin & Proc O&S	11 Environmental Services	16 Planning Services	13 Environmental Services	10 Community O&S	16 Community O&S	13 CE's Appraisal	11 Community O&S	15
Wed	14	11 Training	16 Training	13	10	15 Training	12 Training	17 Taxi Licensing Sub	14 Policy & Finance	11 Environment O&S	17 Training	14 Community O&S	12 Environment O&S	16
Thurs	15	12 Community O&S	17 Environment O&S	14	11 Community O&S	16 Community O&S	13 Policy & Finance	18 Council	15 Community O&S	12 Fin & Proc O&S	18 Environment O&S	15 Standards Committee	13 Fin & Proc O&S	17
Fri	16	13	18	15	12	17	14	19	16	13	19	16	14	18
Sat	17	14	19	16	13	18	15	20	17	14	20	17	15	19
Sun	18	15	20	17	14	19	16	21	18	15	21	18	16	20
Mon	19	16	21	18	15	20	17 CPA Peer Review	22	19	16	22	19	17	21
Tue	20 Training	17 Environment O&S	22 Fin & Proc O&S	19	16 Environment O&S	21 Environment O&S	18 CPA Peer Review	23	20 Fin & Proc O&S	17 Council - Council Tax	23 Fin & Proc O&S	20 Environment O&S	18	22 Annual Council
Wed	21 Training	18 CPA Training	23 Training	20	17	22 Training	19 CPA Peer Review	24	21 Environment O&S	18 Training	24 Training	21 Fin & Proc O&S	19	23
Thurs	22 Training	19 Fin & Proc O&S	24 Planning Services	21	18 Fin & Proc O&S	23 Planning Services	20	25 Bank Holiday	22 Planning Services	19 Planning Services	25 Planning Services	22 Planning Services	20 Planning Services	24
Fri	23	20	25	22	19	24	21	26 Bank Holiday	23	20	26	23	21	25
Sat	24	21	26	23	20	25	22	27	24	21	27	24	22	26
Sun	25	22	27	24	21	26	23	28	25	22	28	25	23	27
Mon	26 Bank Holiday	23	28	25 Bank Holiday	22	27	24	29	26	23 CPA Inspection	29	26	24	28
Tue	27 Training	24 Planning Services	29 Council	26	23	28 Fin & Proc O&S	25 Fin & Proc O&S	30	27 Council (Budget)	24 Council	30	27 Council	25 Council	29
Wed	28 Training	25 Training	30	27	24 CE's Appraisal	29 Training	26 Training	31	28	25 Training	31	28	26	30
Thurs	29 Planning Services	26 Council	31	28 Planning Services	25 Planning Services	30 Council	27 Planning Services	25	29	26		29	27	
Fri	30	27		29	26	31	28	26	30	27		30	28	
Sat	31	28		30	27		29	27	31	28			29	
Sun		29		31	28		30	28		29			30	
Mon		30			29			29					31 Bank Holiday	
Tue					30 Community Services			30						

APPOINTMENTS TO OUTSIDE BODIES

Outside Body	Appointees	Substitutes
Association of Essex Authorities	Cllr T G Cutmore	Cllr P F A Webster
Association of Essex Authorities Community Safety members Steering Committee	Cllr K A Gibbs	One vacancy
Bradwell Local Community Liaison Council	Cllr M G B Starke	Cllr C A Hungate
Castle Point and Rochford Drug Reference Group (DRG)	Cllr R A Amner	Cllr Mrs S A Harper
Castle Point and Rochford Police Community Consultative Group	Cllr R A Amner	Cllr T G Cutmore
Consortium of Waste Collection Authorities	One vacancy	One vacancy
Cory Environmental Trust in Rochford	Cllr Mrs M J Webster	One vacancy
Council for the Protection of Rural Essex	Cllr J M Pullen	Cllr Mrs S A Harper
Crouch Harbour Authority	Cllr P A Capon	Cllr A J Humphries
Crouch Valley Scout District	Cllr R A Amner	Cllr P A Capon
East of England Regional Assembly	Cllr P F A Webster	Cllr T G Cutmore
Essex County Youth Service Local Strategy Group	Cllr K A Gibbs	One vacancy
Essex Heritage Trust	Cllr C C Langlands	Cllr Mrs M J Webster
Essex Strategic Rail Group	Cllr T Livings	Cllr C G Seagers
Joint Health Partnership Board with Castle Point	Cllr Mrs M D McCarthy Cllr Mrs M A Starke Cllr M G B Starke	Cllr D G Stansby Two vacancies
Local Government Association (LGA) General Assembly	Cllr P F A Webster	Cllr T G Cutmore
Local Government Association Rural Commission	Cllr A J Humphries	Cllr D G Stansby
Local Government Association Urban Commission	One vacancy	One vacancy
London Southend Airport Consultative Committee	Cllr A J Humphries	Cllr K A Gibbs Cllr Mrs S A Harper
Rayleigh Mount Local Committee	Cllr J M Pullen	Cllr P K Savill
Regional Employers Panel (East of England Local Government Conference)	Cllr P F A Webster	Cllr T G Cutmore
Relate South Essex	One vacancy	One vacancy

Outside Body	Appointees	Substitutes
Rochford & Castle Point Community Legal Service Partnership	One vacancy	One vacancy
Rochford Crime and Disorder Partnership Group	Cllr Mrs R Brown	Cllr R A Amner
Rochford Crossroads (Caring for Carers)	Cllr T G Cutmore	Cllr P A Capon
Rochford Domestic Violence Panel	Cllr Mrs S A Harper	
Rochford Hundred Association of Local Councils	Cllr T G Cutmore	Cllr D G Stansby
Rochford and Rayleigh Citizens Advice Bureau Management Committee	One vacancy	One vacancy
Rochford Sports Council	Cllr P K Savill	Cllr A J Humphries
Rural Community Council of Essex	Cllr Mrs M J Webster	Cllr D G Stansby
Southend District Community Health Council	Three vacancies	Three vacancies
Southend District Mental Health Association	Cllr Mrs J R Lumley	Cllr C I Black
South East Essex Economic Strategy (SEES)	Cllr P F A Webster	One vacancy
South Essex Environmental Protection Sub-Committee (SEEPS)	Cllr C A Hungate Cllr P K Savill Cllr Mrs M J Webster	Three vacancies
57 South Street Management Committee	Cllr Mrs S A Harper Cllr Mrs M S Vince	Two vacancies
Stambridge Sewage Treatment Works Liaison Committee	Cllr Mrs T J Capon Cllr T G Cutmore Cllr Mrs M J Webster	Cllr P A Capon Two vacancies
Supporting People Commissioning Body	Cllr M G B Starke	One vacancy
Thames Gateway - South Essex Board	Cllr P F A Webster	Cllr T G Cutmore
Warehouse Centre, Active Christian Trust	Cllr T Livings	One vacancy
Waste Management Advisory Board	Cllr C R Morgan	One vacancy