

Annual Council – 21 May 2013

Minutes of the meeting of **Annual Council** held on **21 May 2013** when there were present:-

Cllr Mrs P Aves	Cllr Mrs G A Lucas-Gill
Cllr C I Black	Cllr C J Lumley
Cllr Mrs L A Butcher	Cllr Mrs J R Lumley
Cllr P A Capon	Cllr M Maddocks
Cllr Mrs T J Capon	Cllr Mrs J E McPherson
Cllr M R Carter	Cllr D Merrick
Cllr J P Cottis	Cllr Mrs J A Mockford
Cllr T G Cutmore	Cllr T E Mountain
Cllr R R Dray	Cllr Mrs C E Roe
Cllr Mrs H L A Glynn	Cllr C G Seagers
Cllr K J Gordon	Cllr S P Smith
Cllr J E Grey	Cllr D J Sperring
Cllr J D Griffin	Cllr M J Steptoe
Cllr Mrs A V Hale	Cllr I H Ward
Cllr B T Hazlewood	Cllr Mrs M J Webster
Cllr Mrs D Hoy	Cllr Mrs C A Weston
Cllr M Hoy	Cllr Mrs B J Wilkins
Cllr K H Hudson	

APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs T E Goodwin, Mrs C M Mason, J R F Mason and R A Oatham.

OFFICERS PRESENT

P Warren	- Chief Executive
A Bugeja	- Head of Legal, Estates and Member Services
Y Woodward	- Head of Finance
R Evans	- Head of Environmental Services
J Bostock	- Member Services Manager
S Worthington	- Committee Administrator
J Mitchell	- Civic Officer

The outgoing Chairman, Cllr Mrs J A Mockford, was pleased to announce that a total of £11,720 had been raised for the 2012/13 Chairman's Charity Fund. Cllr Mrs J A Mockford presented awards to representatives from two of her chosen causes – The Holy Trinity Church, Rayleigh and the Southend University Hospital Cancer Research Facility. Awards to the Mushroom Theatre Company and the Rochford, Rayleigh and Castle Point Talking Newspaper for the Blind would be made separately.

89 ELECTION OF THE CHAIRMAN OF THE COUNCIL FOR 2013/14

Resolved

That Cllr Mrs B J Wilkins be elected Chairman of the Council for the ensuing year.

Cllr Mrs B J Wilkins made the Statutory Declaration of Acceptance of Office as Chairman.

90 ELECTION OF THE VICE-CHAIRMAN OF THE COUNCIL FOR 2013/14

Resolved

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

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

91 APPOINTMENT OF CHAIRMAN'S CHAPLAIN FOR 2013/14

The Chairman had invited the Reverend Alun Hurd, Priest in Charge, St. Nicholas Church, Great Wakering to serve as Chaplain for the ensuing year.

92 MINUTES

The Minutes of the meeting held on 23 April 2013 were approved as a correct record and signed by the Chairman.

93 ANNOUNCEMENTS BY THE CHAIRMAN

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

The Chairman had chosen the Multiple Sclerosis Society, the South Essex Youth Symphony Orchestra and the Ryan Tolley Leukaemia Trust Fund as her charities for the ensuing year.

94 DISTRICT COUNCIL ELECTION RESULTS

Council received the results of the District Council elections held on 2 May 2013.

95 GROUP MEMBERSHIP

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

96 APPOINTMENT OF THE EXECUTIVE, COMMITTEES AND SUB-COMMITTEES 2013/14

Council considered the report of the Chief Executive on the discharge of business during the 2013/14 Municipal Year.

Resolved

- (1) That the appointees to the Executive (including associated portfolios) nominated by the Leader of the Council, as set out in Appendix 2 to these Minutes, be noted.
- (2) That Committees be constituted and appointed on the basis set out in Appendix 3 to these Minutes.
- (3) That a Local Development Framework Sub-Committee be constituted on the basis set out in the report, appointees to be identified once there is a need to convene. (HLEMS)

97 SCHEME OF DELEGATION

Resolved

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

98 COUNCIL MEETINGS TIMETABLE 2013/14

Resolved

That ordinary meetings of the Council be scheduled on 30 July 2013; 22 October 2013; 17 December 2013; 25 February 2014 and 15 April 2014.

99 APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES AND OTHER FORUMS 2013/14

Council considered the report of the Head of Legal, Estates and Member Services on appointments to Outside Bodies and other Forums for the 2013/14 Municipal Year.

Resolved

- (1) That the appointments to Outside Bodies for 2013/14 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 a number of external partnerships as identified in the report.

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- (3) That Cllr T G Cutmore be appointed to the position of Trustee/Board Member of the Groundwork Trust Essex, Suffolk and Norfolk for a three year period commencing 2013/14.
- (4) That the Portfolio Holder for Planning, Transport and Heritage, Cllr K H Hudson, together with Cllr J P Cottis (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 2013/14 Municipal Year. Cllr T G Cutmore to substitute for Cllr K H Hudson.
- (5) That Cllr M Hoy, Cllr C J Lumley, Cllr Mrs J E McPherson and Cllr Mrs J A Mockford be appointed to the Rochford Housing Association Board for the 2013/14 Municipal Year.
- (6) That the appointment of the Portfolio Holder for Young Persons, Adult Services, Community Care and Well-Being, Health and Community Safety to the Police and Crime Panel, and of Cllr T E Mountain as substitute, be endorsed.
- (7) That the appointment of the Portfolio Holder for Planning, Transport and Heritage to the Essex Countywide Traveller Unit, and of the Portfolio Holder for Young Persons, Adult Services, Community Care and Well-Being, Health and Community Safety as substitute, be endorsed.
- (8) That the Portfolio Holder for Planning, Transport and Heritage, Cllr K H Hudson, together with Cllrs C I Black, Mrs G A Lucas-Gill, T E Mountain and M J Steptoe be appointed to the Local Highways Panel for the 2013/14 Municipal Year. (HLEMS)

The meeting closed at 8.01pm.

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 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 T G Cutmore
Cllr R R Drage
Cllr Mrs H L A Glynn
Cllr T E Goodwin
Cllr K J Gordon
Cllr J E Grey
Cllr J D Griffin
Cllr Mrs A V Hale
Cllr B T Hazlewood
Cllr K H Hudson
Cllr Mrs G A Lucas-Gill
Cllr Mrs J E McPherson
Cllr M Maddocks
Cllr D Merrick
Cllr Mrs J A Mockford
Cllr T E Mountain
Cllr Mrs C E Roe
Cllr C G Seagers
Cllr S P Smith
Cllr D J Sperring
Cllr M J Steptoe
Cllr I H Ward
Cllr Mrs M J Webster
Cllr Mrs C A Weston
Cllr Mrs B J Wilkins

Leader: Cllr T G Cutmore

Deputy Leader: Cllr K H Hudson

Green Group

Cllr Mrs D Hoy
Cllr M Hoy

Leader: Cllr M Hoy

Deputy Leader: Cllr Mrs D Hoy

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

Rochford District Residents Group

Cllr Mrs C M Mason
Cllr J R F Mason

Leader: J R F Mason

Deputy Leader: Mrs C M Mason

THE EXECUTIVE	APPOINTEES	PORTFOLIO
The Executive	Cllr K H Hudson Cllr M Maddocks Cllr K J Gordon Cllr S P Smith Cllr M J Steptoe Cllr Mrs G A Lucas-Gill Cllr Mrs J E McPherson	<ul style="list-style-type: none"> - Planning, Transport and Heritage (Deputy Leader) - Council Tax Collection, Benefits and Strategic Housing Functions - Environment, Leisure, Arts and Culture - Finance and Resources - Economic Development, Regeneration, Business Liaison and Tourism - Service Development/ Improvement and Performance Management - Young Persons, Adult Services, Community Care and Well-Being, Health and Community Safety

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

COMMITTEE	APPOINTEES
Review (15)	Chairman: Cllr C J Lumley Vice-Chairman: Cllr D J Sperring Cllr Mrs L A Butcher Cllr Mrs T J Capon Cllr R R Dray Cllr J D Griffin Cllr Mrs A V Hale Cllr B T Hazlewood Cllr M Hoy Cllr J R F Mason Cllr T E Mountain Cllr Mrs C E Roe Cllr C G Seagers Cllr I H Ward Cllr Mrs M J Webster
Standards (8)	Chairman: Cllr Mrs M J Webster Vice-Chairman: Cllr D Merrick Cllr C I Black Cllr R R Dray Cllr Mrs H L A Glynn Cllr Mrs G A Lucas-Gill Cllr Mrs C M Mason 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 M J Webster	Cllr Mrs J A Mockford
Essex Partnership for Flood Management	Cllr K H Hudson	Cllr K J Gordon
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 Mrs J E McPherson Cllr C G Seagers Cllr Mrs C A Weston
Rayleigh Grange Community Association Governing Body	Cllr Mrs J A Mockford Cllr T E Mountain	N/A
Rayleigh Mount Local Committee	Cllr Mrs M J Webster	Cllr I H Ward
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 Mrs P Aves	Cllr D Merrick

Portfolio Holder Appointments	Appointees
Community Safety Partnership	Portfolio Holder for Young Persons, Adult Services, Community Care and Well-Being, Health and Community Safety
Essex Countywide Traveller Unit	Portfolio Holder for Planning, Transport and Heritage Substitute: Portfolio Holder for Young Persons, Adult Services, Community Care and Well-Being, Health and Community Safety
Essex Heritage Trust	Portfolio Holder for Planning, Transport and Heritage
Essex Police and Crime Panel	Portfolio Holder for Young Persons, Adult Services, Community Care and Well-Being, Health and Community Safety Substitute: Cllr T E Mountain
IAA Member Working Group (formerly Essex Waste Partnership)	Portfolio Holder for Environment, Leisure, Arts and Culture
Local Government Association (LGA) General Assembly	Leader of the Council
Rayleigh and Rochford Association of Voluntary Services	Portfolio Holder for Young Persons, Adult Services, Community Care and Well-Being, Health and Community Safety
Rochford District Schools Partnership Trust (Board Director/Trustee)	Portfolio Holder for Young Persons, Adult Services, Community Care and Well-Being, Health and Community Safety
South East Local Children's Commissioning and Delivery Board	Portfolio Holder for Young Persons, Adult Services, Community Care and Well-Being, Health and Community Safety
South Essex Parking Partnership	Portfolio Holder for Planning, Transport and Heritage
Southend University Hospital – NHS Foundation Trust (Board of Governors)	Portfolio Holder for Young Persons, Adult Services, Community Care and Well-Being, Health and Community Safety

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