

MINUTES OF THE ANNUAL MEETING OF
THE COUNCIL HELD IN THE COUNCIL
CHAMBER, WALLFIELDS, HERTFORD ON
WEDNESDAY 14 MAY 2014, AT 7.00 PM

PRESENT:

Councillor R Beeching (Chairman).
Councillors D Abbott, M Alexander,
D Andrews, W Ashley, P Ballam, E Bedford,
E Buckmaster, S Bull, A Burlton, M Carver,
Mrs R Cheswright, K Crofton, A Dearman,
L Haysey, T Herbert, Mrs D Hollebton,
Mrs D Hone, A Jackson, G Jones, J Jones,
G Lawrence, J Mayes, G McAndrew,
M McMullen, P Moore, W Mortimer,
M Newman, T Page, P Phillips, M Pope,
J Ranger, C Rowley, P Ruffles, S Rutland-
Barsby, R Sharma, N Symonds, J Taylor,
M Tindale, J Thornton, A Warman,
G Williamson, N Wilson, J Wing, M Wood,
C Woodward, B Wrangles and J Wyllie.

OFFICERS IN ATTENDANCE:

Simon Drinkwater	- Director of Neighbourhood Services
Jeff Hughes	- Head of Democratic and Legal Support Services
Martin Ibrahim	- Democratic Services Team Leader
Lorraine Kirk	- Senior Communications Officer
Adele Taylor	- Director of Finance and Support Services

1 CHAIRMAN'S ANNOUNCEMENTS

The Chairman (Councillor G McAndrew) welcomed the press and public to the meeting and reminded everyone that the meeting was being webcast.

He reminded Members that, since the last Council meeting, former Councillor Nigel Poulton had sadly passed away. He had represented Watton-at-Stone ward from May 1983 until February 2013.

The Leader paid tribute to Nigel Poulton referring to his strong community leadership role and the high regard felt towards him by residents and colleagues. On a personal level, the Leader referred to his first election to the Council and the debt of gratitude he owed to Nigel for his advice and guidance.

Councillor E Buckmaster and J Wing also paid their tributes. Councillor J Wing commented that Nigel had enjoyed enormous respect from all sides of the chamber and referred to their shared interests in local museums. Councillor E Buckmaster believed that Nigel exemplified the best of being a community councillor.

Members stood and observed a minute's silence in memory of former Councillor N Poulton.

The Chairman gave a presentation looking back over the past year and referring to the various highlights. He reported that £23,675.02 had been raised for his chosen charity, Cazfest, for which he thanked everyone for their support. He presented a cheque to Lawrence Abramson, a trustee of Cazfest, who in turn thanked the Chairman for his support.

He also thanked the Vice-Chairman (Councillor R Beeching) for his support throughout the year.

Councillors A Jackson, J Wing and E Buckmaster each paid tribute to the Chairman.

The Vice-Chairman, Councillor R Beeching, presented the

Chairman his Past Chairman's badge.

2 ELECTION OF CHAIRMAN FOR THE CIVIC YEAR 2014/15

It was moved by Councillor K Crofton and seconded by Councillor E Buckmaster that Councillor R Beeching be elected Chairman of the Council to hold office for the civic year 2014/15.

Councillor M Wood expressed his disappointment that the position seemed to be reserved exclusively for Conservative Members.

After being put to the meeting and a vote taken, Councillor R Beeching was elected Chairman of the Council for the civic year 2014/15.

RESOLVED - that Councillor R Beeching be elected Chairman of the Council and hold office for the civic year 2014/15.

The Chairman made the statutory Declaration of Acceptance of Office, and took the Chair.

3 APPOINTMENT OF VICE-CHAIRMAN FOR CIVIC YEAR 2014/15

It was moved by Councillor G Jones and seconded by Councillor P Ruffles that Councillor P Moore be appointed Vice-Chairman of the Council to hold office for the civic year 2014/15.

After being put to the meeting and a vote taken, Councillor P Moore was appointed Vice-Chairman of the Council for the civic year 2014/15.

RESOLVED - that Councillor P Moore be appointed Vice-Chairman of the Council and hold office for the civic year 2014/15.

The Vice-Chairman made the statutory Declaration of

Acceptance of Office.

4 FURTHER CHAIRMAN'S ANNOUNCEMENTS

The Chairman (Councillor R Beeching) thanked Members for electing him and he stated his intention to endeavour to fulfil the Chairman's duties in the coming year.

He advised that his theme for his chairmanship would be "service to the community". He spoke of the duties of the ward councillor and the good value they represented for the local community. He commented on the pivotal role played by the District Council in working together with the County, Town and Parish Councils for the benefit of residents. He advised that his chosen charities would be Isabel Hospice and Macmillan Cancer Support.

The Chairman advised that a leaflet of forthcoming events would be circulated to Members in due course and highlighted his Civic Service, which would be held on 13 July 2014, at St James Church, High Wych.

The Chairman reminded all Members that a joint meeting of committees would be held at the conclusion of Annual Council and so all Members should remain seated until all the business had been concluded.

Finally, the Chairman invited Members and Officers to receive light refreshments at the conclusion of tonight's meetings.

5 MINUTES

RESOLVED – that the Minutes of the Council meeting held on 5 March 2014, be approved as a correct record and signed by the Chairman.

6 EXECUTIVE REPORT - 8 APRIL 2014

RESOLVED – that the Minutes of the Executive meeting held on 8 April 2014 be received.

(see also Minutes 7 – 8)

7 GREEN TYE CONSERVATION AREA APPRAISAL AND
MANAGEMENT PLAN

RESOLVED – that (A) the responses to the public consultation be noted and the Officer responses and proposed changes to the Green Tye Conservation Area Appraisal be agreed;

(B) authority be delegated to the Head of Planning and Building Control, in consultation with the Executive Member for Strategic Planning and Transport, to make any further minor and consequential changes to the Appraisal which may be necessary;

(C) the Green Tye Conservation Area Appraisal be adopted.

8 MUCH HADHAM CONSERVATION AREA APPRAISAL AND
MANAGEMENT PLAN

RESOLVED – that (A) the responses to the public consultation be noted and the Officer responses and proposed changes to the Much Hadham Conservation Area Appraisal be agreed;

(B) authority be delegated to the Head of Planning and Building Control, in consultation with the Executive Member for Strategic Planning and Transport, to make any further minor and consequential changes to the Appraisal which may be necessary;

(C) the Much Hadham Conservation Area Appraisal be adopted.

9 EXECUTIVE REPORT - 6 MAY 2014

RESOLVED – that the Minutes of the Executive meeting held on 6 May 2014 be received.

(see also Minute 10)

10 EAST HERTS FUND FOR THE FUTURE

RESOLVED – that the proposal related to East Herts Fund for the Future (EHF4F) recommending a new operating partnership between East Herts Council and the Hertfordshire Community Foundation (HCF) be agreed.

11 COMMUNITY SCRUTINY COMMITTEE: MINUTES - 11 MARCH 2014

Council noted that Councillor M Wood's name had been wrongly omitted from the list of Members present.

RESOLVED – that the Minutes of the Community Scrutiny Committee meeting held on 11 March 2014, be received.

12 DEVELOPMENT MANAGEMENT COMMITTEE: MINUTES - 12 MARCH 2014

RESOLVED – that the Minutes of the Development Control Committee meeting held on 12 March 2014, be received.

13 LICENSING COMMITTEE: MINUTES - 13 MARCH 2014

RESOLVED – that the Minutes of the Licensing Committee meeting held on 13 March 2014, be received.

14 CORPORATE BUSINESS SCRUTINY COMMITTEE: MINUTES - 18 MARCH 2014

RESOLVED – that the Minutes of the Corporate Business Scrutiny Committee meeting held on 18 March 2014, be received.

15 AUDIT COMMITTEE: MINUTES - 19 MARCH 2014

RESOLVED – that the Minutes of the Audit Committee meeting held on 19 March 2014, be received.

16 HUMAN RESOURCES COMMITTEE: MINUTES - 25 MARCH 2014

RESOLVED – that the Minutes of the Human Resources Committee meeting held on 25 March 2014, be received.

(see also Minute 17)

17 PAY POLICY STATEMENT

RESOLVED - that the Pay Policy Statement for 2014/15, as now submitted, be approved.

18 DEVELOPMENT MANAGEMENT COMMITTEE: MINUTES - 2 APRIL 2014

RESOLVED – that the Minutes of the Development Control Committee meeting held on 2 April 2014, be received.

19 HUMAN RESOURCES COMMITTEE: MINUTES - 16 APRIL 2014

RESOLVED – that the Minutes of the Human Resources Committee meeting held on 16 April 2014, be received.

20 DEVELOPMENT MANAGEMENT COMMITTEE: MINUTES - 30 APRIL 2014

RESOLVED – that the Minutes of the Development Control Committee meeting held on 30 April 2014, be received.

21 REVIEW OF THE COUNCIL'S DECISION-MAKING STRUCTURE

The Head of Democratic and Legal Support Services submitted a report reviewing the Council's decision-making structure. He advised that Council was required to approve the size of the proposed committees and the allocation of seats to political groups. Council noted that three political groups had been formed and their nominations to the seats on committees were detailed in the report now submitted.

He also advised that a further review of the allocation of seats would be required once the current vacancy on the Council was filled.

Various Members questioned the proposed membership of the Development Management Committee in that only two Members of the Committee represented Bishop's Stortford.

The Executive Member for Community Safety and Environment commented that the Committee operated for the whole District and that including substitutes, there were four Bishop's Stortford Members.

Council approved the proposals as now detailed.

RESOLVED – that (A) the following Scrutiny Committees, Regulatory Committees and Joint Committee be appointed, with the number of voting Members stated:

<u>Committee</u>	<u>No. of Members</u>
Community Scrutiny	10
Corporate Business Scrutiny	10
Environment Scrutiny	10
Audit	7
Development Management	12

Human Resources	7
Licensing	15
Standards Committee	5
East Herts Council and Stevenage Borough Council Joint Revenues and Benefits Committee (3 from each Council)	6

(B) the allocation of seats to political groups be as set out in Essential Reference Paper 'C' of the report now submitted;

(C) the membership of Scrutiny Committees, Regulatory Committees and the East Herts Council and Stevenage Borough Council Joint Revenues and Benefits Committee be as set out in Essential Reference Paper 'D' of the report submitted, with Members being appointed in accordance with the wishes of the political groups to whom the seats on these bodies have been allocated;

(D) the intention of the Leader of the Council to appoint 6 Members to the Executive (in addition to the Leader) with the portfolio responsibilities as detailed at Essential Reference Paper 'B' of the report submitted, be noted;

(E) the programme of Council meetings, as detailed at paragraph 5.1 of the report submitted, be approved;

(F) the Director of Finance and Support Services be authorised to make changes in the standing membership of committees and joint committee in (A) above, in accordance with the wishes of the political groups to whom seats on these bodies have been allocated, and

(G) the action to be taken by the Director of Finance and Support Services, in consultation with the Leader,

under delegated authority, concerning the appointment of representatives to outside bodies, be noted.

22 AMENDMENTS TO THE CONSTITUTION

The Monitoring Officer submitted a report reviewing the Council’s Constitution and proposing various amendments.

The proposed amendments related to various sections as follows:

- Delegations to Officers in respect of the Scrap Metal Dealers Act 2013 and the Licensing Act 2013
- Annual Governance Statement
- Rules of Procedure
- Member/Officer Relations Protocol
- Members’ Planning Code of Good Practice

Council approved the amendments as now submitted.

RESOLVED – that the amendments to the Constitution, as now submitted, be approved.

The meeting closed at 8.04 pm

Chairman
Date