

MINUTES OF THE ANNUAL MEETING OF  
THE COUNCIL HELD IN THE COUNCIL  
CHAMBER, WALLFIELDS, HERTFORD ON  
WEDNESDAY 15 MAY 2013, AT 7.00 PM

PRESENT: Councillor G McAndrew (Chairman).  
Councillors D Abbott, M Alexander,  
D Andrews, W Ashley, P Ballam,  
R Beeching, E Buckmaster, S Bull, A Burlton,  
M Carver, Mrs R Cheswright, K Crofton,  
P Gray, L Haysey, T Herbert,  
Mrs D Hollebon, Mrs D Hone, A Jackson,  
G Jones, J Jones, G Lawrence, J Mayes,  
M McMullen, P Moore, 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,  
K Warnell, G Williamson, N Wilson, J Wing,  
M Wood, C Woodward, B Wrangles and  
J Wyllie.

OFFICERS IN ATTENDANCE:

Simon Drinkwater	- Director of Neighbourhood Services
Lorna Georgiou	- Communications Team Leader
Jeff Hughes	- Head of Democratic and Legal Support Services
Martin Ibrahim	- Democratic Services Team Leader
Adele Taylor	- Director of Finance and Support Services

## 1 CHAIRMAN'S ANNOUNCEMENTS

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

She referred to the recent District Council by-elections and welcomed Councillors J Jones, J Thornton, R Sharma and K Warnell to their first meeting of the Council.

The Chairman looked back over the past year and referred to the various highlights. She had enjoyed meeting many people as Chairman, culminating in her recent visit to Haileybury, at which the Duchess of Gloucester had visited. She also thanked her chaplain, Officers and the Vice-Chairman (Councillor G McAndrew) for their support throughout the year.

She reported that £10,333.41 had been raised for her chosen charity, the Great Ormond Street Hospital neo-natal unit, for which she thanked everyone for their support. She presented a cheque to Graham Storey, who in turn thanked the Chairman for her support.

Councillors A Jackson, J Wing and E Buckmaster each paid tribute to the Chairman. The Leader spoke of her pride in representing the District and in meeting so many different groups of people. Councillor J Wing echoed these comments and Councillor E Buckmaster congratulated her fundraising achievements.

The Vice-Chairman, Councillor G McAndrew, presented the Chairman her Past Chairman's badge and a bouquet of flowers.

## 2 ELECTION OF CHAIRMAN FOR THE CIVIC YEAR 2013/14

It was moved by Councillor S Rutland-Barsby and seconded by Councillor N Symonds that Councillor G McAndrew be elected Chairman of the Council to hold office for the civic year 2013/14.

After being put to the meeting and a vote taken, Councillor G McAndrew was elected Chairman of the Council for the civic year 2013/14.

RESOLVED - that Councillor G McAndrew be elected Chairman of the Council and hold office for the civic year 2013/14.

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

### 3 APPOINTMENT OF VICE-CHAIRMAN OF THE COUNCIL FOR THE CIVIC YEAR 2013/14

It was moved by Councillor E Buckmaster and seconded by Councillor C Woodward that Councillor R Beeching be appointed Vice-Chairman of the Council to hold office for the civic year 2013/14.

After being put to the meeting and a vote taken, Councillor R Beeching was appointed Vice-Chairman of the Council for the civic year 2013/14.

RESOLVED - that Councillor R Beeching be appointed Vice-Chairman of the Council and hold office for the civic year 2013/14.

The Vice-Chairman made the statutory Declaration of Acceptance of Office.

### 4 FURTHER CHAIRMAN'S ANNOUNCEMENTS

The Chairman (Councillor G McAndrew) thanked Members for giving him the honour and privilege of serving the District in the coming year.

He advised that his chosen charity would be Cazfest, a local charity that focused on treating and promoting awareness of heart risk in the young for sixth form students in Hertfordshire and Essex. He explained that the Cazfest screening

programme sought to identify young people with heart problems who could be successfully treated. Between 2012 and the future screening events planned for 2013, up to 1000 young people will have been tested.

Cazfest had been established in 2009 in memory of Caroline Johnstone, who in 2008, had collapsed whilst out with friends. Despite the prompt attendance of the medical services, she did not regain consciousness and the decision was taken to turn off her life support. The Chairman looked forward to Members' support for this charity.

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.

He advised Members serving during the financial year 2012/13, who had yet to do so, to return their Related Party Transactions form, even if it was a nil return. Copies of the forms had been laid around the table for relevant Members.

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 6 March 2013, be approved as a correct record and signed by the Chairman.

## 6 COMMUNITY SCRUTINY COMMITTEE: MINUTES - 12 MARCH 2013

RESOLVED – that the Minutes of the Community Scrutiny Committee meeting held on 12 March 2013, be received.

## 7 AUDIT COMMITTEE: MINUTES - 13 MARCH 2013

RESOLVED – that the Minutes of the Audit Committee

meeting held on 13 March 2013, be received.

8 LICENSING COMMITTEE: MINUTES - 14 MARCH 2013

RESOLVED – that the Minutes of the Licensing Committee meeting held on 14 March 2013, be received.

9 CORPORATE BUSINESS SCRUTINY COMMITTEE: MINUTES - 19 MARCH 2013

RESOLVED – that the Minutes of the Corporate Business Scrutiny Committee meeting held on 19 March 2013, be received.

10 HUMAN RESOURCES COMMITTEE: MINUTES - 20 MARCH 2013

RESOLVED – that the Minutes of the Human Resources Committee meeting held on 20 March 2013, be received.

11 DEVELOPMENT CONTROL COMMITTEE: MINUTES - 20 MARCH 2013

In respect of Minute 722 – Chairman’s Announcements, Council noted that the Committee Chairman had also thanked the Committee Members for their support throughout the year.

RESOLVED – that the Minutes of the Development Control Committee meeting held on 20 March 2013, be received.

12 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.

In addition, Council noted the Leader's advice in respect of the size of the Executive and the portfolio responsibilities as detailed in the report now submitted.

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

(K) 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.

## 13 REVIEW OF CONSTITUTION

The Monitoring Officer submitted a report reviewing the Council's Constitution and proposing various amendments. He also proposed an additional amendment relating to the Government's recent announcement relating to building extensions and permitted development rights, which would authorise Officers to carry out the necessary consultations.

Council also agreed to change the name of the Development Control Committee to Development Management Committee.

Council approved the amendments as now submitted.

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

The meeting closed at 7.35 pm

Chairman	.....
Date	.....