

# Minutes

## OF THE ANNUAL MEETING OF

## Council

HELD AT 6.00 PM ON THURSDAY 15 MAY 2014

### COUNCIL CHAMBER, SOUTH OXFORDSHIRE DISTRICT COUNCIL OFFICES

#### Present

Mrs Dorothy Brown (Chairman) – in the chair for the election of Chairman.

Mrs Ann Midwinter, Ms Anna Badcock, Mr Roger Bell, Ms Joan Bland, Mr Felix Bloomfield, Mr David Bretherton, Mrs Janet Carr, Mrs Celia Collett, MBE, Mr Steve Connel, Mr Bernard Cooper, Mr John Cotton, Mr Philip Cross, Mrs Margaret Davies, Mrs Pat Dawe, Mr Leo Docherty, Mr David Dodds, Mrs Ann Ducker, MBE, Mr Mark Gray, Mr Will Hall, Mrs Eleanor Hards, Mr Marcus Harris, Mr Neville F Harris, Mr Paul Harrison, Mr Stephen Harrod, Mr Marc Hiles, Ms Elizabeth Hodgkin, Dr Christopher Hood, Mr Malcolm Leonard, Ms Lynn Lloyd, Mr Imran Lokhon, Mrs Denise Macdonald, Mrs Judith Nimmo-Smith, Reverend Angie Paterson, Ms Anne Purse, Mr Christopher Quinton, Mr Robert Simister, Mrs Pearl Slatter, Mr David Turner, Mrs Margaret Turner, Mr Michael Welply, Mrs Jennifer Wood and Miss Rachel Wallis

#### Apologies:

Apologies for absence were submitted on behalf of Ms Kristina Crabbe, Mrs Elizabeth Gillespie, Mr Tony Harbour, Mr Alan Rooke and Mr Bill Service

#### Officers:

Mr Steve Bishop, Mrs J Bolton, Mr David Buckle, Mr S Corrigan, Mrs S Harbour, Mr Matt Prosser and Mrs M Reed

### 1 Election of chairman

Mrs Brown reviewed her year as Chairman of the council, thanked councillors for all their support and her escort and Mr Hewer for their assistance during the year. She wished Matt Prosser well in his new role as Chief Executive of West Dorset District Council and Weymouth and Portland Borough Council.

Mrs Ducker and Mr Turner paid tribute to Mrs Brown in recognition of her work as Chairman of the council during the past year.

Mrs A Midwinter was nominated as Chairman.



Listening Learning Leading

**RESOLVED:** to appoint Mrs A Midwinter as Chairman of the council for the ensuing year.

Mrs Brown presented Mrs Midwinter with the chain of office.

Mrs Midwinter signed her declaration of acceptance of office, presented Mrs Brown with the past Chairman's badge, Mr Midwinter with the escort's badge and made an acceptance speech.

Mrs Midwinter in the chair.

## **2 Election of vice-chairman**

Mrs M Turner was nominated as Vice-Chairman.

**RESOLVED:** to appoint Mrs M Turner as Vice-Chairman of the council for the ensuing year.

The Chairman presented Mrs Turner with the chain of office.

Mrs Turner signed her declaration of acceptance of office, made an acceptance speech and presented Mr Turner with the escort's badge.

## **3 Apologies**

Apologies were submitted as recorded on page one of these minutes.

## **4 Minutes of the previous meeting**

**RESOLVED:** to approve the minutes of the meeting held on 20 February 2014 as a correct record and agree that the Chairman sign them as such.

## **5 Declaration of disclosable pecuniary interest**

None.

## **6 Chairman's announcements**

The Chairman advised Council of her chosen charities for her year of office – SeeSaw and the Royal British Legion. She gave advance notice of her dinner/dance on 27 March 2015.

She added her best wishes to Matt Prosser in his new role as Chief Executive of West Dorset District Council and Weymouth and Portland Borough Council.

## **7 Questions from the public and public participation**

None.

## **8 Leader of the council report**

The Leader of the council advised that she had appointed Mrs Anna Badcock as Deputy Leader and Ms Lynn Lloyd as an additional Cabinet member with responsibility for IT and technical services. She thanked Rev'd Angie Paterson for her

hard work and commitment during her time as deputy leader and advised of the following portfolio responsibilities:

Mrs Ducker - HR, customer services, legal and democratic (except community safety), Didcot, corporate strategy (except waste and parks and grants)

Mrs Badcock - deputy leader, health and housing

Rev'd Paterson – planning (including building control)

Mr Dodds - finance, waste and parks

Ms Lynn Lloyd – IT and technical services

Mrs Nimmo-Smith - economic development and property

Mr Service – leisure, grants and community safety

## **9 Making the Woodcote Neighbourhood Plan part of the Development Plan for South Oxfordshire**

Mr C Quinton made a statement that he had been involved with the development of the plan and did not therefore consider it appropriate to take part in the discussion or voting on the item. However, as he had no disclosable pecuniary interest in the item he remained in the room.

Council considered the recommendation of Cabinet, made at its meeting on 8 May 2014, to make the Woodcote Neighbourhood Plan part of the Development Plan for South Oxfordshire.

**RESOLVED:** to make the Woodcote Neighbourhood Plan part of the Development Plan for South Oxfordshire

## **10 Great Western Park Community Facility**

Council considered the recommendation of the Leader of the council, made on 7 May 2014, to transfer funds to a new budget in the approved capital programme towards the construction costs of the Northern Neighbourhood Community Centre at Great Western Park in Didcot and the fit out costs.

**RESOLVED:** to transfer £200,000 from the New Homes Bonus Community Projects fund to a new budget for Great Western Park Community facilities in the approved capital programme.

## **11 Appointments to committees, panels and joint committees for 2014/15**

Council considered the report of the Head of Legal and Democratic Services on the appointment of those committees which are required to be politically balanced together with the Communities Capital Grant Scheme Panel and Licensing Acts Committee and appointments to joint bodies.

The Chairman referred to the following recommendation tabled at the meeting covering these appointments to reflect the allocation of an additional Planning Committee seat to the Conservative group, a NNDR Appeals Panel seat to the Liberal Democrat group and a Housing Appeals Panel seat to each of the Independent and Labour groups to reflect their membership on the council. The recommendation reflected the Independent group's offer of its seats on the Audit and Governance Committee and the Housing Appeals Panel and the Conservative group's offer of one of its seats on the NNDR Panel to Mr Neville Harris.

That for the 2014/15 municipal year Council:

1. appoints the committees and panels for the 2014/15 year and allocate seats to each political group as set in the schedule circulated at the meeting subject to 10 seats being allocated to the Conservative Group on the Planning Committee, one seat on the NNDR Appeals Panel being allocated to the Liberal Democrat group and one seat each on the Housing Appeals Panel being allocated to the Independent and Labour groups;
2. appoints councillors and substitutes to sit on the committees and panels as set out in the schedule circulated at the meeting;
3. appoints councillors to the Licensing Acts Committee as set out in the schedule circulated at the meeting;
4. appoints councillors and substitutes to the Communities Capital Grant Scheme Panel as set out in the schedule circulated at the meeting;
5. appoints committee chairmen and vice-chairmen as set out in the schedule circulated at the meeting;
6. appoints Mr N Harris to the Independent group's seat on the Audit and Corporate Governance Committee and Housing Appeals Panel and one of the Conservative group's seats on the NNDR Panel;
7. appoints Dr C Hood as the council's representative on the Oxfordshire Joint Health Overview and Scrutiny Committee and Mrs E Gillespie as substitute;
8. appoints Mr B Service as the council's representative and Mr J Cotton as an observer substitute on the Thames Valley Police and Crime Panel;
9. appoints Mrs A Ducker, as the Leader of Council, Mrs A Badcock, as the Conservative member, and Mrs E Hodgkin, as the representative from the opposition groups, to the Joint Staff Committee;
10. authorises the Head of Legal and Democratic Services to make appointments to any vacant committee or panel and substitute positions in accordance with the wishes of the relevant group leader.

Prior to the vote on the above motion Mrs Hards advised that the schedule circulated at the meeting wrongly showed her as the Labour member on the Communities Capital Grant Scheme Panel rather than Mr B Cooper.

**RESOLVED to:**

1. appoint the following committees and panels for the 2014/15 year and to appoint the membership, substitutes and chairmen and vice-chairmen as indicated to sit on them:

<b>Names</b>	<b>Planning Committee, 14 Members</b>			
<b>Conservative (10)</b>	<b>Henley Residents (1)</b>	<b>Independent (1)</b>	<b>Labour (1)</b>	<b>Liberal Democrat (1)</b>
Joan Bland	Jeni Wood	Celia Collett	Denise Macdonald	Roger Bell
Felix Bloomfield (Chairman)				
Kristina Crabbe				
John Cotton				
Phil Cross				
Elizabeth Gillespie (Vice-Chairman)				
Alan Rooke				
Robert Simister				
Margaret Turner				
Mike Welply				
<b>SUBSTITUTES</b>				
<b>Conservative (10)</b>	<b>Henley Residents (1)</b>	<b>Independent (3)</b>	<b>Labour (3)</b>	<b>Liberal Democrat (3)</b>
Steve Connel	Elizabeth Hodgkin	Mark Gray	Bernard Cooper	David Bretherton
Pat Dawe		Marc Hiles	Margaret Davies	Anne Purse
Leo Docherty		Ann Midwinter	Eleanor Hards	David Turner
Marcus Harris				
Paul Harrison				
Stephen Harrod				
Malcolm Leonard				
Imran Lokhon				
Pearl Slatter				
Rachel Wallis				

<b>Names</b>	<b>Scrutiny Committee, 13 Members</b>			
<b>Conservative (9)</b>	<b>Henley Residents (1)</b>	<b>Independent (1)</b>	<b>Labour (1)</b>	<b>Liberal Democrat (1)</b>
Joan Bland(Vice-Chairman)	Elizabeth Hodgkin	Celia Collett	Eleanor Hards	David Turner (Chairman)
Steve Connel				
John Cotton				
Kristina Crabbe				
Pat Dawe				
Will Hall				
Paul Harrison				
Alan Rooke				
Margaret Turner				
<b>SUBSTITUTES</b>				
<b>Conservative (9)</b>	<b>Henley Residents (1)</b>	<b>Independent (3)</b>	<b>Labour (3)</b>	<b>Liberal Democrat (3)</b>
Felix Bloomfield	Jeni Wood	Mark Gray	Bernard Cooper	Roger Bell
Dorothy Brown		Marc Hiles	Margaret Davies	Anne Purse
Phil Cross		Ann Midwinter	Denise Macdonald	David Bretherton
Leo Docherty				
Tony Harbour				
Marcus Harris				
Rob Simister				
Rachel Wallis				
Mike Welply				

<b>Names</b>	<b>Audit and Corporate Governance Committee, 8 Members</b>		
<b>Conservative (5)</b>	<b>Labour (1)</b>	<b>Liberal Democrat (1)</b>	<b>Non-group councillor (1)</b>
John Cotton	Margaret Davies	David Bretherton	Neville Harris
Kristina Crabbe(Chairman)			
Phil Cross(Vice-Chairman)			
Paul Harrison			
Mike Welply			
<b>SUBSTITUTES</b>			
<b>Conservative (5)</b>	<b>Labour (3)</b>	<b>Liberal Democrat (3)</b>	
Pat Dawe	Bernard Cooper	Roger Bell	
Leo Docherty	Eleanor Hards	Anne Purse	
Stephen Harrod	Denise Macdonald	David Turner	
Chris Hood			
Rob Simister			

<b>Names</b>	<b>General Licensing Committee, 10 Members</b>		
<b>Conservative (7)</b>	<b>Independent (1)</b>	<b>Labour (1)</b>	<b>Liberal Democrat (1)</b>
Joan Bland	Mark Gray	Bernard Cooper	Anne Purse
Pat Dawe			
Elizabeth Gillespie(Vice-Chairman)			
Malcolm Leonard(Chairman)			
Pearl Slatter			
Margaret Turner			
Mike Welply			
<b>SUBSTITUTES</b>			
<b>Conservative (7)</b>	<b>Independent (3)</b>	<b>Labour (3)</b>	<b>Liberal Democrat (3)</b>
Dorothy Brown	Celia Collett	Margaret Davies	Roger Bell
Will Hall	Marc Hiles	Eleanor Hards	David Bretherton
Tony Harbour	Ann Midwinter	Denise Macdonald	David Turner

<b>Names</b>	<b>General Licensing Committee, 10 Members</b>		
Marcus Harris			
Stephen Harrod			
Chris Hood			
Alan Rooke			

<b>Names</b>	<b>Licensing Acts Committee, 10 Members</b>		
<b>Conservative (7)</b>	<b>Independent (1)</b>	<b>Labour (1)</b>	<b>Liberal Democrat (1)</b>
Joan Bland	Mark Gray	Eleanor Hards	David Bretherton
Dorothy Brown(Chairman)			
Pat Dawe(Vice-Chairman)			
Elizabeth Gillespie			
Malcolm Leonard			
Pearl Slatter			
Margaret Turner			

<b>Names</b>	<b>NNDR Appeals Panel, 5 Members</b>	
<b>Conservative (2)</b>	<b>Liberal Democrat (1)</b>	<b>Non-group councillors (2)</b>
Elizabeth Gillespie	Anne Purse	Neville Harris
Malcolm Leonard		Christopher Quinton
<b>SUBSTITUTES</b>		
<b>Conservative (3)</b>	<b>Liberal Democrat (3)</b>	
Tony Harbour	Roger Bell	
Paul Harrison	David Bretherton	
Mike Welply	David Turner	

<b>Names</b>	<b>Housing Appeals Panel, 5 Members</b>	
<b>Conservative (3)</b>	<b>Labour (1)</b>	<b>Non-group councillor (1)</b>
Dorothy Brown	Bernard Cooper	Neville Harris
Pat Dawe		
Alan Rooke		
<b>SUBSTITUTES</b>		
<b>Conservative (3)</b>	<b>Labour (3)</b>	
Phil Cross	Margaret Davies	
Marcus Harris	Eleanor Hards	
Pearl Slatter	Denise Macdonald	



<b>Names</b>	<b>Communities Capital Grant Scheme Panel (formerly CIF), 12 Members</b>			
<b>Conservative (8)</b>	<b>Henley Residents (1)</b>	<b>Independent (1)</b>	<b>Labour (1)</b>	<b>Liberal Democrat (1)</b>
Joan Bland	Jeni Wood	Mark Gray	Bernard Cooper	Roger Bell
Dorothy Brown				
Elizabeth Gillespie				
Will Hall(Chairman)				
Malcolm Leonard				
Alan Rooke				
Pearl Slatter				
Rachel Wallis				
<b>Conservative (8)</b>	<b>Henley Residents (1)</b>	<b>Independent (3)</b>	<b>Labour (3)</b>	<b>Liberal Democrat (3)</b>
Felix Bloomfield	Elizabeth Hodgkin	Celia Collett	Margaret Davies	David Bretherton
Pat Dawe		Marc Hiles	Eleanor Hards	Anne Purse
Marcus Harris		Ann Midwinter	Denise Macdonald	David Turner

2. appoint Mr N Harris to the Independent group's seat on the Audit and Corporate Governance Committee and Housing Appeals Panel and one of the Conservative group's seats on the NNDR Panel;
3. appoint Dr C Hood as the council's representative on the Oxfordshire Joint Health Overview and Scrutiny Committee and Mrs E Gillespie as substitute;
4. appoint Mr B Service as the council's representative and Mr J Cotton as an observer substitute on the Thames Valley Police and Crime Panel;
5. appoint Mrs A Ducker, as the Leader of Council, Mrs A Badcock, as the Conservative member, and Mrs E Hodgkin, as the representative from the opposition groups, to the Joint Staff Committee;
6. authorise the Head of Legal and Democratic Services to make appointments to any vacant committee or panel and substitute positions in accordance with the wishes of the relevant group leader.

## **12 Review of the Council's Constitution**

Council considered the report of the Head of Legal and Democratic Services on proposed changes to the council's constitution.

**RESOLVED:** to

1. agree the revised officer employment procedure rules attached to the report of the Head of Legal and Democratic Services to Council on 15 May 2014;
2. agree to amend the council procedure rules to reflect The Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014 as set out in paragraph 7 of the report of the Head of Legal and Democratic Services to Council on 15 May 2014;
3. authorise the Head of Legal and Democratic Services to make the necessary amendments to the constitution to reflect the Crime and Policing Act 2014;
4. note the changes to the management structure set out in paragraphs 12 to 15 of the report of the Head of Legal and Democratic Services to Council on 15 May 2014;
5. authorise the head of legal and democratic services to amend the constitution to reflect the changes to the Community Investment Fund set out in paragraph 18 of to the report of the Head of Legal and Democratic Services to Council on 15 May 2014;
6. authorise the Head of Legal and Democratic Services to make the necessary changes to the council's constitution to reflect the changes set out in the report of the Head of Legal and Democratic Services to Council on 15 May 2014;
7. authorise the Head of Legal and Democratic Services to make any minor or consequential amendments to the constitution required for clarification, consistency and compliance with the council's style guide.

### **13 Exclusion of the public, including the press**

**RESOLVED:** to exclude members of the press and public from the meeting for the following item of business under Part 1 of Schedule 12A Section 100A(4) of the Local Government Act 1972 and as amended by the Local Government (Access to Information) (Variation) Order 2006 on the grounds that:

- i. it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act, and
- ii. the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

### **14 Joint leisure management contract**

Cabinet considered Cabinet's recommendation, made at its meeting on 8 May 2014, on the awarding of the joint leisure management contract. In awarding the contract Cabinet recommended Council to agree the capital and revenue budgets for the next ten years.

**RESOLVED:** to agree the revenue and capital budgets for the next ten years as set out in the report of the Head of Economy, Leisure and Property to Cabinet on 8 May 2014.

The meeting closed at 6:45pm

Chairman