

ANNUAL COUNCIL

Minutes of the meeting of the Sevenoaks District Council held on 19 May 2015 commencing at 7.00 pm

Present: Cllr. McGarvey (Chairman)
Cllr. Raikes (Vice-Chairman)
Cllrs. Abraham, Ball, Barnes, Mrs. Bayley, Bosley, Mrs. Bosley, Brookbank, Brown, Dr. Canet, Clack, Clark, Cooke, Dickins, Edwards-Winser, Esler, Eyre, Firth, Fleming, Gaywood, Grint, Halford, Hogarth, Hogg, Horwood, Mrs. Hunter, Kelly, Kitchener, Krogdahl, Lake, Layland, Lindsay, London, Lowe, Maskell, McArthur, McGregor, Mrs. Morris, Parkin, Pearsall, Pett, Piper, Purves, Raikes, Reay, Rosen, Searles, Miss. Stack, Ms. Tennessee, Thornton and Williamson

Apologies for absence were received from Cllrs. Dyball, Parson and Scholey

1. To elect a Member to be Chairman for the ensuing year.

Cllr. Fleming moved and Cllr. Lowe seconded that Cllr. Philip McGarvey be elected Chairman of the Council for the municipal year 2015/16.

Resolved: That Cllr. Philip McGarvey be elected Chairman of the Council for the municipal year, 2015/16.

Cllr. McGarvey made the declaration of acceptance of office and took the chair. The new Chairman thanked the Council for his election and expressed his appreciation for the many good wishes he had received. Cllr McGarvey announced that his Escort and Chaplain for the year would be his wife, The Reverend Mrs Dorothy McGarvey who was presented with a badge of office and the Chaplain's Cross.

The Chairman declared his support for DVASS (Domestic Abuse Volunteer Support Services); requested Officers to ensure that Ward Members are always kept fully informed about developments in their ward; and as well as welcoming new members, those no longer here were thanked for their years of service to their communities.

The new Chairman led the Council in expressing thanks to the outgoing Chairman, Mrs Davison, for her service to the Council and to the District. This was strongly supported by other Members who commented on the dedication Mrs Davison had shown to the District both as Deputy Leader of the Council and as Chairman. Members noted that Mrs Davison had attended 300 events and functions as Chairman and had visited schools and voluntary organisations, sharing and celebrating the talents within the District. Members also noted that Mrs Davison had reached out to residents across the District and in turn raised the profile of the District through her use of social media and the Chairman's Twitter account. The new Chairman presented Mrs Davison with the past

Annual Council - 19 May 2015

Chairman's badge an engraved Sevenoaks Shield and flowers. A gift of wine and a past Chairman's Escort badge was given to Mr Davison.

In response Mrs Davison thanked Members for their kind comments highlighting her enjoyment of her year as Chairman. Mrs Davison reported that she and Mr Davison had been made to feel very welcome at all the places they had visited and she thanked her husband, Richard for his support during the course of the year. Mrs Davison ended by thanking Officers for their support and forbearance during the year.

2. To elect a Member to be Vice-Chairman for the ensuing year.

Cllr. Fleming moved and Cllr. Lowe seconded that Cllr. Simon Raikes be elected Vice-Chairman of the Council for the municipal year 2015/16.

Resolved: That Cllr. Raikes be appointed Vice-Chairman of the Council for the municipal year, 2015/16.

Cllr. Raikes then made the Declaration of Acceptance of Office and expressed his thanks to the Council for his appointment.

The Chairman of the Council then presented the new Vice-Chairman's Escort, Mrs Christine Raikes, with her badge of office.

3. To approve as a correct record the minutes of the meeting of the Council held on 31 March 2015.

The Chairman moved that the Minutes of the meeting of the Council held on 31 March 2015 be approved and signed as a correct record.

Resolved: That the minutes of the meeting of the Council held on 31 March 2015 be approved and signed by the Chairman as a correct record.

4. Declarations of Interest

There were no additional declarations of interest.

5. Chairman's Announcements

There were no additional Chairman's announcements.

6. To elect the Leader of the Council for the next four years.

Councillor Lowe moved and Councillor Dickins seconded that Councillor Peter Fleming appointed to the office of Leader of the Council for the next 4 years.

Resolved: that Councillor Peter Fleming appointed to the office of Leader of the Council for the next 4 years.

Annual Council - 19 May 2015

7. To appoint the Chairmen, Vice-Chairmen and Membership of Committees for the ensuing year.

Cllr. Fleming moved and Cllr. Lowe seconded that the appointments of Chairmen, Vice Chairmen and Membership of Committees for the municipal year 2015/16 as detailed in the Appendix to the report, be approved.

Resolved: That the Chairmen, Vice-Chairmen and membership of Committees for the municipal year 2015/16 be approved, as set out in Appendix A to these minutes.

8. Scheme of Delegations

Cllr. Fleming moved and Cllr. Ms. Lowe seconded that the delegations to Committees and Officers be agreed and that the delegations of executive functions by the Leader of the Council, and appointments to the Cabinet and the composition of the Cabinet Portfolios (attached to the minutes as Appendix B) be noted.

The Leader of the Council reported that responsibility for Emergency Planning would move to the Economic and Community Development Portfolio.

Resolved: That

- (a) the delegations to Committees (as set out in Parts 3-8 and Parts 9-12 of the Constitution) and the delegations to Officers (as set out in Part 13 of the Constitution) be confirmed;
- (b) the delegations of executive functions and appointments to the Cabinet made by the Leader, be noted.

9. To confirm the Calendar of Meetings for the ensuing year.

Councillor Fleming moved and Councillor Lowe seconded that the revised Calendar of ordinary meetings for the municipal year 2015/16 be confirmed.

The Leader of the Council reported that there had been a number of changes to the Calendar of Meetings in the days running up to the Annual Council meeting and further minor changes could be made during the municipal year.

Resolved that the revised Calendar of ordinary meetings for the municipal year 2015/16 be confirmed.

10. To appoint representative on other organisations.

Cllr. Fleming moved and Cllr. Ms. Lowe seconded that the appointment of representatives on outside organisations for the municipal year 2015/16 be agreed (attached to the minutes as Appendix C).

Resolved: That the non executive appointments to other organisations for the municipal year 2015/16 be confirmed.

Annual Council - 19 May 2015

11. Returning Officer's Report

Councillor Fleming moved and Cllr Lowe seconded that the Returning Officer's report be noted.

Resolved: that the Returning Officer's report be noted.

12. To note the outgoing Chairman's Report

The report was noted.

THE MEETING WAS CONCLUDED AT 7.43 PM

CHAIRMAN

CHAIRMEN, VICE-CHAIRMEN AND MEMBERSHIP OF COMMITTEES 2015-16

Scrutiny Committee

(11 Members: 7 Conservative, 1 Independent, 1 Labour, 1 Liberal Democrat, 1 UKIP)

Chairman: Cllr London

Vice-Chairman: Cllr Brown

Cllrs Ball, Brookbank, Clack, Hogg, Kitchener, Lindsay, McArthur, Purves and Reay

Governance Committee

(7 Members: 6 Conservative, 1 Liberal Democrat)

Chairman: Cllr Pett

Vice-Chairman: Cllr Ms Tennessee

Cllrs. Canet, Clack, Halford, Layland and London

Audit Committee

(9 Members: 8 Conservative, 1 Liberal Democrat)

Chairman: Cllr Grint

Vice Chairman: Cllr Brookbank

Cllrs. Clack, Dyball, Edwards-Winsler, Layland, Purves, Reay and a vacancy

Appointments Committee

(10 Members: 5 Conservatives 1 Liberal Democrat, plus Leader of the Council and 3 appropriate Portfolio Holders)

Cllrs. Clark, Grint, London, Purves, Scholey and Miss Stack

(Please note the election of the Chairman will take place at the first meeting of the Committee in the municipal year.)

Agenda Item

Development Control Committee

(19 Members: 15 Conservative, 1 Independent, 1 Labour, 1 Liberal Democrat, 1 UKIP)

Chairman: Cllr Williamson

Vice-Chairman: Cllr Thornton

Cllrs. Ball, Barnes, Bosley, Brown, Clark, Cooke, Edwards-Winser, Mrs Hunter, Hogg, Gaywood, Kitchener, Layland, Lindsay, Parkin, Purves, Raikes and Miss Stack

Licensing Committee

(13 Members: 12 Conservative, 1 Liberal Democrat)

Chairman: Cllr Mrs Morris

Vice-Chairman: Cllr Clark

Cllrs. Abraham, Cooke, Esler, Kelly, Lake, McArthur, Parkin, Pett, Purves, Raikes and Scholey

Standards Committee

The Standards Committee will be composed of:

7 Members other than the Leader of the Council and no more than 1 Member selected from a particular Parish Boundary.

(7 Members: 7 Conservative,)

Only one Member out of the above seven Members to be an Executive Member without being a Chair of the Committee as Standards is a Council function as opposed to an Executive function (s.27(8), Part 1, Chapter 7 of the Localism Act 2011.

Up to 2 co-opted Members of a parish or town council (a parish/town council member)

Chairman: Cllr Gaywood

Vice-Chairman: Cllr. Ball

Cllrs. Bosley, McArthur, McGregor, Morris and Reay

Homelessness Review Board

(3 Members: to be drawn from the Council)

The Portfolio Holder for Housing & Health to be Chairman of the Board and the membership to be drawn from the Council.

Sevenoaks Joint Transportation Board

(7 District Council Members: (7 Conservative), 7 Kent Council Council Members and 1 Town/Parish Council Representative)

Chairman: Cllr London

Vice-Chairman: County Councillor tbc.

(The position of Chairman is on a yearly alternate basis between the District Council and County Council and appointed under respective constitutional arrangements. This year it is the District Council's turn.)

District Council Membership: Cllrs. Barnes, Clack, Edwards-Winsler, Esler, Layland and Williamson.

County Council Membership: County Councillors: Brazier, Brookbank, Chard, Mrs. Crabtree, Gough, Parry and Pearman

Town/Parish Council Representative: (nominated by the Area Committee of the Kent Association of Local Councils)

(The Board comprises of all Kent County Council local members for divisions in the Sevenoaks District Council area, an equal number of Sevenoaks District Council Members and a Town/Parish Council Representative (of which a substitute member may be nominated) who may speak but not vote, nor propose a motion or amendment.)

Health Liaison Board

(8 Members: 7 Conservative, 1 Liberal Democrat)

Chairman: Cllr. Mrs Bosley

Vice-Chairman: Cllr. Brookbank

Cllrs. Abraham, Canet, Clark, Dyball, McArthur and Parkin

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Cabinet Membership

(7 Members: 7 Conservatives) Cllrs. Fleming, (Chairman), Dickins, Firth, Hogarth, Ms Lowe, Piper and Searles

Portfolio Holders 2015/16 (Annex to Appendix H of the Constitution - revised May 2015)

Cllr. Peter Fleming	Leader Policy & Performance	Corporate Policy & Performance, Communications, Customer Service Standards, Business Transformation, Special Projects (Asset Acquisition, Disposal & Redevelopment), Digital, Human Resources.
Cllr. Matthew Dickins	Direct & Trading Services	Direct Services, Street Cleansing, Waste & Recycling, CCTV, Environmental Health, Markets, Parking, Pest Control
Cllr. Roddy Hogarth	Economic & Community Development	Economic Development, Business Continuity, Emergency Planning, Regeneration, Town Centres, Tourism, West Kent Partnership, West Kent Leader Programme, Community Grants, Community Plan, Community Safety, Youth, Parishes
Cllr. Tony Searles	Finance	Audit & Corporate Governance, Budget & Financial Strategy, Local Tax, Procurement Policy, Facilities Management, Strategic Risk, Housing Benefit, Fraud, Operational Assets,
Cllr. Michelle Lowe	Housing	Housing Strategy & Policy, Housing Standards, Housing Needs, Empty Homes, Gypsy and Traveller, DFG, Health, Energy Efficiency, Fuel Poverty, Leisure.
Cllr Anna Firth	Legal & Democratic	Corporate Health and Safety, Equality, Democratic Services, Elections, Legal, Licensing, Trading Company, Shared Service Programme, Governance.
Cllr. Robert Piper	Planning	Conservation, Development Services, Development Control, Local Plan, Planning Policy, Building control, Transport policy, Enforcement.

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APPOINTMENTS TO OTHER ORGANISATIONS 2015/16 – NON-EXECUTIVE

<u>Organisation</u>	<u>Appointed</u>	<u>Period of appointment</u>	<u>No. of Reps</u>	<u>Appointee(s) 2015/16</u>
Action with Communities in Rural Kent	yearly	May 2015 - 2016	2	Cllr. Clark Cllr. Thornton
Age UK:				
Darent Valley	yearly	May 2015 - 2016	2	Cllr. Mrs. Parkin Cllr. Gaywood
Sevenoaks, Tonbridge & District	yearly	May 2015 - 2016	1	Cllr. Edwards-Winser
Biggin Hill Airport Consultative Committee	yearly	May 2015 - 2016	1	Cllr. Hogarth
Bough Beech Reservoir Recreation Consultative and Management Advisory Committee	yearly	May 2015 - 2016	1	Cllr. Cooke
Citizens Advice Bureau:				
Edenbridge & Westerham	yearly	May 2015 - 2016	2	Cllr. Maskell Cllr. Cooke
North & West Kent	yearly	May 2015 - 2016	1	Cllr. Mrs. Hunter (Reserve: Cllr. Dyball)
Health & Wellbeing Boards:				
Dartford, Gravesham and Swanley	yearly	May 2015 - 2016	1	Cllr. Searles
West Kent and Weald	yearly	May 2015 - 2016	1	Cllr. Mrs. Bosley
Clinical Commissioning Groups (Observers):				
Dartford, Gravesham and Swanley			1	Cllr. Searles
West Kent and Weald			1	Cllr. Mrs. Bosley

Agenda Item

<u>Organisation</u>	<u>Appointed</u>	<u>Period of appointment</u>	<u>No. of Reps</u>	<u>Appointee(s) 2015/16</u>
Kent County Council's Health Overview and Scrutiny Committee	On rota system	Next appt. not to be made until May 2016	-	-
Kent County Playing Fields Association	yearly	May 2015 - 2016	1	Cllr. Abraham
Local Democracy & Accountability Network for Councillors (SEE)	yearly	May 2015 - 2016	1 (+ 1 deputy)	Cllr. Raikes (Cllr. Stack)
RELATE: West Kent & Tunbridge Wells	yearly	May 2015 - 2016	1	Cllr. Esler
Sevenoaks Churches Group for Social Concern	yearly	May 2015 - 2016	2	Cllr. Mrs. Hunter Cllr. McGarvey
Sevenoaks Conservation Council	yearly	May 2015 - 2016	4	Cllr. Clack Cllr. Edwards-Winser Cllr. Piper Cllr. Purves
Sevenoaks District Access Group	yearly	May 2015 - 2016	5	Cllr. McArthur Cllr. Mrs. Parkin Cllr. Pett Cllr. Piper Cllr. Canet - TBC
Sevenoaks Leisure Board of Trustees	yearly	May 2015 - 2016	2	Cllr. Lowe Cllr. Canet
Volunteer Bureau:				
Sevenoaks Volunteer Transport Group	yearly	May 2015 - 2016	1	Mr. R.J. Davison
Edenbridge Volunteer Transport Service	yearly	May 2015 - 2016	1	Cllr. Layland
North West Kent Volunteer Centre (Swanley)	yearly	May 2016	1	Cllr. Pett