

MINUTES of the ANNUAL MEETING
of the SOUTH DERBYSHIRE DISTRICT COUNCIL
held at Civic Offices, Civic Way, Swadlincote
on 18th May 2017
at 6.00 p.m.

PRESENT:-

Conservative Group

Councillor Murray (Chairman), Councillors Atkin, Billings, Mrs Coe, Coe, Mrs Coyle, Ford, Grant, Mrs Hall, Harrison, Hewlett, Muller, Mrs Patten, Mrs Plenderleith, Roberts, Smith, Swann, Tipping, Watson, Wheeler and Mrs Wyatt

Labour Group

Councillors Bambrick, Chahal, Dunn, Rhind, Richards, Shepherd, Southerd, Mrs Stuart, Taylor, Tilley and Wilkins

CL/1 **APOLOGIES**

Apologies for absence from the Meeting were received from Councillors Mrs Brown, MacPherson and Stanton (Conservative Group) and Councillor Dr Pearson (Labour Group).

CL/2 **MINUTES**

The Open Minutes of the Meeting of the Council held on 6th April 2017 (Minutes Nos. CL/145 - CL/161) were taken as read, approved as a true record and signed by the Chairman.

CL/3 **DECLARATIONS OF INTEREST**

No declarations of interest were received.

CL/4 **APPOINTMENT OF THE LEADER OF THE COUNCIL**

Pursuant to the provisions of the Local Government and Housing Act 1989, that Councillor Wheeler was Leader of the Conservative Group and Councillor Richards was Leader of the Labour Group.

RESOLVED:-

That Councillor Wheeler be appointed Leader of the Council for the ensuing year.

Abstentions: Dunn, Rhind, Richards, Stuart, Shepherd, Taylor, Tilley, and Wilkins.

CL/5 **APPOINTMENT OF THE DEPUTY LEADER OF THE COUNCIL**

Pursuant to the provisions of the Local Government and Housing Act 1989, that Councillor Ford was the Deputy Leader of the Conservative Group and Councillor Southerd was the Deputy Leader of the Labour Group.

RESOLVED:-

That Councillor Ford be appointed Deputy Leader of the Council for the ensuing year.

Abstentions: Dunn, Rhind, Shepherd, Southerd, Stuart, Taylor, Tilley, and Wilkins.

Against: Richards

CL/6 **ANNOUNCEMENTS FROM THE CHAIRMAN**

The Chairman of the Council outlined a summary of events attended since the last meeting, including Liberation Day and the latest Men United charity bike ride. The Chairman announced the total funds raised so far for the Men United charity amounted £11,000 and proposed this would be split between Burton Hospital and London Research.

The Chairman thanked Members and Officers for their support during his term in office.

CL/7 **ANNOUNCEMENTS FROM THE LEADER**

The Leader welcomed recently elected Councillor Tipping to the Council and made reference to the recent Festival of Transport, thanking those volunteers and officers who made the event a success for the community.

The Leader joined Members in thanking Councillor Murray for his year in office as Chairman.

CL/8 **ANNOUNCEMENTS FROM THE HEAD OF PAID SERVICE**

The Chief Executive echoed praise for the Chairman and thanked Members and Officers for their assistance with the Festival of Transport in delivering a safe and successful event.

The Chief Executive informed Council that two Officers who had been diagnosed terminally ill whilst in service to the Council, had sadly passed away.

Members extended condolences to the families and it was carried that Council would observe a minute's silence in memory of the two Officers and their families. Following the mark of respect, Councillor Richards noted the 'Dying to Work' voluntary charter and suggested that support of this charter be reviewed. The Chief Executive responded that this would be put to the Joint Negotiating Group and then Council at a future date.

CL/9 **QUESTIONS BY MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO. 10**

Council were informed no questions had been received.

CL/10 **QUESTIONS BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO. 11**

Council were informed no questions had been received.

CL/11 **NOTICES OF MOTION**

Council were informed that no notices of motion had been received.

CL/12 **CORPORATE ACTION PLAN**

The Chief Executive presented the report thanking Members and Officers for their assistance in producing the inclusive Corporate Action plan.

Councillor Mrs Coyle thanked Members and Officers for attending workshops and focus groups in order to produce the Corporate Action Plan. The Councillor encouraged feedback on the plan to ensure continuing achievement of targets.

RESOLVED:-

The updated Corporate Action Plan for 2017/18, attached at Appendix A of the report, be approved.

CL/13 **FINANCIAL REGULATIONS, FINANCIAL PROCEDURE AND CONTRACT PROCEDURE RULES**

The Director of Finance and Corporate Services presented the report explaining that the marked copy of the document had been uploaded for ease of reference. The Director advised Council that changes had been made to reflect current practice, that 'virements' were made through Committee approval and that the Contract Procedure Rules for the tendering process had been amended to reflect the electronic process.

RESOLVED:-

That Council adopts the updated Financial Regulations, Financial and Contract Procedure rules under Section 4 of the Constitution.

CL/14 **CONFLICTS OF INTEREST POLICY**

The Chief Executive presented the report.

RESOLVED:-

Members approved the Conflicts of Interest Policy (Appendix A to the report), to be included within Part 5 of the Council's Constitution.

CL/15 **OPEN MINUTES**

Council received and considered the open minutes of its Committees.

RESOLVED:-

That the open minutes of the following Committees be approved as a true record:-

<u>Committee</u>	<u>Date</u>	<u>Minutes Nos.</u>
<i>Planning</i>	<i>11.04.17</i>	<i>PL/214-PL/225</i>
<i>Housing and Community Services</i>	<i>20.04.17</i>	<i>HCS/89–HCS/104</i>
<i>Environmental and Development Services</i>	<i>26.04.17</i>	<i>EDS/92-EDS/103</i>
<i>Finance & Management</i>	<i>27.04.17</i>	<i>FM/150-FM/159</i>

<u>Area Forums</u>	<u>Date</u>	<u>Minute Nos.</u>
<i>Melbourne</i>	<i>24.01.17</i>	<i>MA/19/MA/28</i>
<i>Etwall</i>	<i>30.01.17</i>	<i>EA/19-EA/27</i>
<i>Repton</i>	<i>31.01.17</i>	<i>RA/19-RA/27</i>
<i>Newhall</i>	<i>01.02.17</i>	<i>NA/19-NA/27</i>
<i>Linton</i>	<i>06.02.17</i>	<i>LA/19-LA/27</i>
<i>Swadlincote</i>	<i>15.02.17</i>	<i>SA/19-SA/27</i>

Councillor Taylor wished for it to be noted, in relation to Minute No. SA/24 the site named should have read Bretby Art Site, not White Hart site.

CL/16 **POLITICAL PROPORTIONALITY 2017/18**

It was reported that the Council's duty to determine the allocation of seats was prescribed by the Local Government and Housing Act 1989, as modified by the Local Government (Committees and Political Groups) Regulations 1990.

A report was submitted which confirmed the political composition of the Council. It also set out the requirements to review representation of the different political groups at, or as soon as practicable after, the Annual Meeting of the Council.

RESOLVED:-

- (1) That in accordance with Council Procedure Rule No. 1.1(e) the Council appoints the Committees and Sub-Committees as set out at Annexe "A" to these Minutes, together with the six Area Forums detailed in Article 9 of the Council's Constitution.***
- (2) That the Council approves and adopts the recommended allocation of seats to the Political Groups for the municipal year 2017/18.***
- (3) That the Council allocates seats between the Political Groups as set out at Annexe "A" to these Minutes and invites the two Groups to make nominations to fill these seats.***

CL/17 **APPOINTMENT OF COMMITTEES, SUB-COMMITTEES AND WORKING PANELS 2016/17**

The Leader thanked those retiring from positions as Chairman and welcomed new Chairmen.

Members reviewed the composition of Committees, Sub-Committees and Working Panels for 2017/18.

RESOLVED:-

- (1) That the nominations of Members to serve on Committees, Sub-Committees and Working Panels for the ensuing year, as set out at Annexe "B" to these Minutes be received and noted.***
- (2) That the appointments of Chairmen and Vice-Chairmen be approved as indicated.***

CL/18 **COMPOSTION OF SUBSTITUTE PANELS**

Members reviewed the composition of the Substitute Panels for 2017/18.

RESOLVED:-

That the nominations of Members to serve on Substitute Panels, as set out at Annexe "C" to these Minutes, be received and noted.

CL/19 **APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES 2017/18**

The Leader of the Council announced three amendments to the appointed representatives on Outside Bodies, namely that Councillor Ford would represent the Council on the East Midlands Airport Independent Consultative Committee, Councillor Watson would represent on Swarkestone Pit, Barrow-on-Trent Sand and Gravel Site Liaison Committee and that Councillor Mrs Coe would represent on Burton Hospitals NHS Foundation Trust Governors.

RESOLVED:-

That Council approves the amended schedule of persons nominated to serve on Outside Bodies for 2016/17, as set out at Annexe "D" to these Minutes.

CL/20 **APPOINTMENT OF MEMBER CHAMPIONS**

RESOLVED:-

That Council approves the schedule of Members Champions for 2017/18 as set out at Annexe "E" to these Minutes.

CL/21 **APPOINTMENT OF CHAIRMEN AT AREA FORUMS**

RESOLVED:-

That the following Chairmen be appointed to the Area Forums as indicated below:-

*Etwell Area Forum – Councillor Mrs Brown
Linton Area Forum – Councillor Murray
Melbourne Area Forum – Councillor Harrison
Newhall Area Forum – Councillor Dunn
Repton Area Forum – Councillor Smith
Swadlincote Area Forum – Councillor Mrs Coe*

CL/22 **ANNUAL REPORT OF THE OVERVIEW AND SCRUTINY COMMITTEE 2016/17**

The Chairman of the Committee presented the Annual Report to Council.

RESOLVED:-

That the Council receives the annual report of the Overview and Scrutiny Committee for 2016/17

CL/23 **CYCLE OF MEETINGS 2017/18**

RESOLVED:-

That the Council approves the Cycle of Committee meetings scheduled for 2017/18.

CL/24 **LOCAL GOVERNMENT ACT 1972 (AS AMENDED BY THE LOCAL GOVERNMENT [ACCESS TO INFORMATION] ACT 1985)**

RESOLVED:-

That in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended) the press and public be excluded from the remainder of the Meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined under the paragraphs of Part 1 of Schedule 12A of the Act as indicated in the reports of Committees.

EXEMPT MINUTES OF THE COUNCIL

The Exempt Minutes of the Council, held on 6th April 2017, (Minute Nos. CL/162-CL/165) were taken as read, approved as a true record and signed by the Chairman.

EXEMPT QUESTIONS BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NUMBER 11

Council were informed that no questions had been received.

EXEMPT MINUTES

Council received and considered the Exempt Minutes of its committees.

RESOLVED:-

That the Exempt Minutes of the following committees be approved as a true record:-

<u>Committee</u>	<u>Date</u>	<u>Minutes Nos.</u>
<i>Housing and Community Services</i>	<i>20.04.17</i>	<i>HCS/105–HCS/108</i>
<i>Environmental and Development Services</i>	<i>26.04.17</i>	<i>EDS/104-EDS/108</i>
<i>Finance & Management</i>	<i>27.04.17</i>	<i>FM/160-FM/168</i>

The Meeting terminated at 6.40pm

COUNCILLOR P MURRAY

CHAIRMAN OF THE DISTRICT COUNCIL