

# Annual Council



*St Edmundsbury*  
BOROUGH COUNCIL

**Minutes** of the **Annual Meeting** of **Council** held on  
**Thursday 18 May 2017** at **12.30 pm** in the **Auditorium, The Apex**, Charter  
Square, Bury St Edmunds, IP33 3FD

Present: **Councillors**

**Mayor** Julia Wakelam

**Deputy Mayor** Terry Clements

Sarah Broughton	Beccy Hopfensperger	Richard Rout
Tony Brown	Paul Hopfensperger	Andrew Smith
Carol Bull	Ian Houlder	Andrew Speed
John Burns ( <i>for Part II only</i> )	Margaret Marks	Clive Springett
Patrick Chung	Betty Mclatchy	Sarah Stamp
Bob Cockle ( <i>for Part I only</i> )	Ivor Mclatchy	Peter Stevens
Jason Crooks	Sara Mildmay-White	Peter Thompson ( <i>for Part II only</i> )
Robert Everitt	David Nettleton ( <i>for Part II only</i> )	Jim Thorndyke ( <i>for Part II only</i> )
Susan Glossop	Alaric Pugh	Frank Warby
John Griffiths	Joanna Rayner	Patricia Warby
Wayne Hailstone	Karen Richardson	
Diane Hind	Barry Robbins	

**By Invitation:**

The Very Reverend Canon Mark Hackeson, outgoing Mayor's Chaplain  
(*for Part I only*)

The Venerable Dr David Jenkins, incoming Mayor's Chaplain

252. **Election of Mayor**

On the motion of Councillor Paul Hopfensperger and seconded by Councillor Frank Warby, and duly carried, it was

RESOLVED:

That Terry Clements, a Councillor of the Borough, be and is hereby elected Mayor for the ensuing year.

The Mayor took the Chair, signed his Declaration of Acceptance of Office and acknowledged his election.

AGM.SE.18.05.17

## 253. **Apologies for Absence**

Apologies for absence were received from the following Councillors for the parts of the meeting as indicated:

- **Part I (Ceremonial Business) only:** Councillors John Burns, David Nettleton and Jim Thorndyke
- **Part II (Procedural Business) only:** Councillor Bob Cockle
- **Both Parts I (Ceremonial Business) and II (Procedural Business):** Councillors Trevor Beckwith, Simon Brown, Jeremy Farthing, Paula Fox, Jane Midwood, Clive Pollington, David Roach and Anthony Williams.

Councillor Peter Thompson was absent from Part I, but present for Part II.

It was noted that Councillor Burns was present in the auditorium; however, as he was filming the proceedings, he could not take part in the vote on the motions proposed during Part I (ceremonial business).

## 254. **Mayor's communications**

### (a) Appointment of Mayor's Chaplain

The Mayor announced that he would be appointing as his Chaplain the Venerable Dr David Jenkins, Archdeacon of Sudbury.

### (b) Civic Service

The Mayor reported that he had arranged for the Civic Service this year to be held at St Edmundsbury Cathedral, Bury St Edmunds, on Sunday 4 June 2017 at 3.30 pm. At 3.00 pm, the civic procession will be led by a parade of TS St Edmund (Mayor's Own) Sea cadet Corps, to commemorate their admission to the Honorary Freedom of the Borough.

## 255. **Vote of Thanks to the Retired Mayor and Consort**

On the motion of Councillor Robert Everitt, seconded by Councillor John Griffiths, and duly carried, it was

RESOLVED:

That the Council, in recognising the most able and diligent manner in which the retired Mayor, Councillor Julia Wakelam, has carried out the duties of Mayor of the Borough during the past year, record its thanks and deep appreciation of her services as Mayor, and the Council further record its appreciation of the gracious work of the retired Mayor's Consort, Mr Paul Rynsard.

The retiring Mayor acknowledged her year in office.

**256. Election of Deputy Mayor and Consort**

On the motion of Councillor Betty McLatchy, seconded by Councillor Tony Brown, and duly carried, it was

RESOLVED:

That Councillor Margaret Marks be and is hereby elected Deputy Mayor for the ensuing year.

The Deputy Mayor signed her Declaration of Acceptance of Office and acknowledged her election.

**257. Presentations**

The Mayor announced presentations to Mrs Vivienne Clements, the Mayoress; Mr Paul Rynsard, the retiring Mayor's Consort; and Mrs Elaine McManus, the Deputy Mayor's Consort.

*(At 1.12pm, the Mayor then announced the conclusion of the ceremonial business of the Council and an adjournment for a civic reception. The procedural business in Part II of the Agenda commenced at 2.00 pm.)*

*(Councillor Bob Cockle left the meeting during the adjournment and did not return. Councillors David Nettleton and Peter Thompson arrived during the adjournment for the start of Part II (Procedural Business) of the meeting.)*

**258. Appointment of Cabinet Members**

Councillor John Griffiths, Leader of the Council, announced that he would not be making any changes to the membership of the Cabinet nor the portfolios at the present time, and therefore the Cabinet would comprise the following:

<b><u>Councillor</u></b>	<b><u>Portfolio</u></b>
Robert Everitt	Families and Communities
Sara Mildmay-White	Housing
John Griffiths	Leader
Ian Houlder	Resources and Performance
Alaric Pugh	Planning and Growth
Joanna Rayner	Leisure and Culture
Peter Stevens	Operations

Councillor Griffiths also informed that Councillor Sara Mildmay-White would continue in her role as Deputy Leader of the Council.

**259. Review of Political Balance and Appointment to Politically Balanced Bodies**

Council considered Report No: AGM/SE/17/001, which detailed the outcome of the Political Balance Review as at 18 May 2017 and provided an analysis of the number of seats on the various committees required to be allocated to

the Council's political groups, based on the rules of proportionality where applicable.

Tabled before Members was an amended version of the report, which had been required to address the vacancy on the Council, which had arisen following the very recent death of Councillor Angela Rushen.

The table at Appendix 1 (Amended) showed those bodies that were required to be politically balanced and provided the exact entitlement to places of each Group.

Council then considered that the allocation of seats and substitutes to political groups in accordance with the political balance rules, and the re-appointment of the existing membership or appointment of new membership, as applicable, to the various bodies listed in the report, would be made under delegated authority on the nominations of Group Leaders.

Appendix 2 contained the Terms of Reference (ToR) for the various bodies listed in the report, which were required by the Constitution to be reviewed at the Annual Meeting. Following a recent review of the functions and responsibilities of the Licensing and Regulatory Committee, amendments had been proposed to the ToR for this Committee, and these were duly accepted by the Council.

On the motion of Councillor John Griffiths, seconded by Councillor David Nettleton, and duly carried, it was

RESOLVED: That

- (1) the Committees, Joint Committees and Working Party listed in Sections 1.2.1 to 1.2.3 of Report No: AGM/SE/17/001 (AMENDED) continue to operate for 2017/2018 in accordance with their existing number of seats and terms of reference (ToR), as amended to include revisions to the ToR for the Licensing and Regulatory Committee, as contained in Appendix 2;
- (2) the formula for the allocation of seats to the political groups on those Committees which are required by law to be politically balanced, as set out in paragraph 1.1.1, be approved;
- (3) the allocation of seats on the Committees which are required by law to be politically balanced, as indicated in Appendix 1 to Report No: AGM/SE/17/001 (AMENDED), be approved;
- (4) the allocation of seats on the West Suffolk Joint Standards Committee, as indicated in Section 1.2.2, be approved. This Committee is not required to be politically balanced;
- (5) whilst the Democratic Renewal Working Party is not required to be politically balanced, the allocation of seats is by custom and practice, undertaken on this basis. Therefore, the allocation of seats to this Working Party, as indicated in Section 1.2.3, be approved; and

- (6) the Service Manager (Democratic Services) be requested to exercise their existing delegated authority to re-appoint or appoint as applicable, Members and substitute Members to those bodies set out in recommendations (3), (4) and (5) above on the basis of nominations from the relevant Group Leaders.

**260. Appointment of Chairmen and Vice-Chairmen of Committees**

(a) Chairman of Overview and Scrutiny Committee

On the motion of Councillor John Griffiths, seconded by Councillor Tony Brown, and duly carried, it was

RESOLVED:

That Councillor Diane Hind be appointed as Chairman of the Overview and Scrutiny Committee.

(b) Vice-Chairman of Overview and Scrutiny Committee

On the motion of Councillor John Griffiths, seconded by Councillor Diane Hind, and duly carried, it was

RESOLVED:

That Councillor Susan Glossop be appointed as Vice-Chairman of the Overview and Scrutiny Committee.

Recognition was given to Councillor Jeremy Farthing, as the former Vice-Chairman of this Committee, for his work in this role in previous years.

(c) Chairman of Performance and Audit Scrutiny Committee

On the motion of Councillor John Griffiths, seconded by Councillor John Burns, and duly carried, it was

RESOLVED:

That Councillor Sarah Broughton be appointed as Chairman of the Performance and Audit Scrutiny Committee.

(d) Vice-Chairman of Performance and Audit Scrutiny Committee

On the motion of Councillor John Griffiths, seconded by Councillor Sarah Broughton, and duly carried, it was

RESOLVED:

That Councillor Patsy Warby be appointed as Vice-Chairman of the Performance and Audit Scrutiny Committee.

## 261. **Review and Appointment of Representation on Outside Bodies**

Council considered Report No: AGM/SE/17/002, which sought approval for the appointment and re-appointment (where applicable) of Member representation on outside bodies.

At each Annual Meeting, the Council was required to receive, or arrange the delegation of, nominations of Councillors to serve on any outside body for which a new appointment or re-appointment was required.

Attached as Appendix A to the report was the list of outside bodies for the last civic year, 2016/2017. This list provided the name of the organisations and the number of representatives in that year.

Councillor John Griffiths, Leader of the Council, drew attention to representation on the board of Suffolk County Council's 'Our Greenest County', as contained in Appendix A. He subsequently nominated Councillor Susan Glossop to replace Councillor Peter Stevens, the current representative, on this board.

The Council considered the remaining existing and newly nominated representatives on outside bodies listed at Appendix A and agreed that the existing delegated authority of the Service Manager (Democratic Services) and Monitoring Officer should be exercised to appoint or re-appoint, as applicable, the Borough Council's representatives on outside bodies not covered by the provisions made in Recommendations (1), (2) and (3) for 2017/2018.

On the motion of Councillor John Griffiths, seconded by Councillor Peter Stevens, and duly carried, it was

RESOLVED: That

- (1) Where the Council may send observers to meetings of outside bodies these will be appointed by the Cabinet.
- (2) If deemed appropriate, the Council to explore the passing of nominations to other organisations.
- (3) Where the Council may make a nomination, but the nominee is not automatically appointed by the organisation, the nomination be made by the Cabinet.
- (4) The Service Manager (Democratic Services) and Monitoring Officer be requested to exercise their existing delegated authority to:
  - (a) re-appoint the existing Borough Council's representatives on outside bodies not covered by the provisions made in Recommendations (1), (2) and (3) above for 2017/2018, as detailed in Appendix A to Report No: AGM/SE/17/002; and

- (b) make new appointments to outside bodies, as applicable, in accordance with nominations put forward by the relevant Group Leaders or (if applicable) the nominating body or individual listed.

The meeting concluded at 2.15 pm

**Signed by:**

**Mayor**

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