

# Annual Council



**Forest Heath**  
District Council

**Minutes** of a meeting of the **Annual Council** held on  
**Wednesday 9 May 2018** at **6.00 pm** in the **Council Chamber, District**  
**Offices**, College Heath Road, Mildenhall, IP28 7EY

Present: **Councillors**

Ruth Allen	Carol Lynch
Chris Barker	Christine Mason
John Bloodworth	Robin Millar
David Bowman	Robert Nobbs
Ruth Bowman J.P.	Colin Noble
Rona Burt	David Palmer
Simon Cole	Peter Ridgwell
Roger Dicker	Nigel Roman
Andy Drummond	Reg Silvester
Stephen Edwards	Lance Stanbury
Brian Harvey	James Waters
Victor Lukaniuk	

### 313. **Election of Chairman of the Council for 2018/2019**

Councillor Ruth Bowman J.P, the outgoing Chairman, made a speech to the meeting and explained that she had very much enjoyed her year as Chairman and thanked the Members for providing her with the opportunity to represent the Council in this role. Councillor Bowman also wished to give thanks to the team within the Civic Office who had supported her throughout the year.

It was moved by Councillor Bowman and seconded by Councillor Lance Stanbury that Councillor Brian Harvey be nominated as Chairman of the Council for 2018/2019.

With there being no other nominations and with the vote being unanimous, it was

#### **RESOLVED:**

That Councillor Brian Harvey be elected as Chairman of the Council for 2018/2019.

Councillor Harvey accepted the Chain of Office from Councillor Bowman, signed the Declaration of Acceptance of Office and took the Chair.

Councillor Harvey then made a speech to the meeting, thanking Members for electing him as Chairman of the Council for the coming year. Councillor

Harvey also thanked Councillor Bowman, on behalf of the whole Council, for her time in Office and presented her with her past Chairman's badge.

**314. Election of Vice Chairman of the Council for 2018/2019**

It was moved by Councillor Brian Harvey and seconded by Councillor Rona Burt that Councillor Chris Barker be nominated as Vice Chairman of the Council for 2018/2019.

With there being no other nominations and with the vote being unanimous, it was

**RESOLVED:**

That Councillor Chris Barker be elected as Vice Chairman of the Council for 2018/2019.

Councillor Barker then accepted the Chain of Office and signed the Declaration of Acceptance of Office.

**315. Apologies for Absence**

Apologies for absence were received from Councillors Andrew Appleby and Louis Busuttil.

Councillors Michael Anderson and Louise Marston were also unable to attend the meeting.

**316. Appointment of Cabinet Members**

Councillor James Waters, Leader of the Council, announced that he would not be making any changes to the current membership of the Cabinet. However, there would be the creation of an additional Portfolio for Future Governance. Therefore the Cabinet would comprise the following Members for 2018/2019:

<b>Councillor</b>	<b>Portfolio</b>
David Bowman	Operations
Ruth Bowman J.P	Future Governance ( <b>new Portfolio</b> )
Andy Drummond	Leisure and Culture
Stephen Edwards	Resources and Performance
Robin Millar	Families and Communities
Lance Stanbury	Planning and Growth

Councillor Waters also informed that Councillor Robin Millar would continue in his role as Deputy Leader of the Council.

**317. Review of Political Balance and Appointment to Politically Balanced Bodies (Report No: AGM/FH/18/001)**

Councillor James Waters, Leader of the Council, presented this item which sought agreement to establish the Council's Committees for the municipal year.

It was proposed by Councillor Waters, seconded by Councillor Andy Drummond and with the vote being unanimous, it was

**RESOLVED:**

That:-

1. The Committees and Joint Committees listed in paragraphs 1.2.1 to 1.2.4 of Report No: AGM/FH/18/001 continue to operate for 2018/2019 in accordance with their existing number of seats and terms of reference, 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 indicated in Appendix 1 of Report No: AGM/FH/18/001, be approved.
3. The allocation of seats on the Committees which are required by law to be politically balanced, as indicated in Appendix 1 and paragraph 1.2.7, of Report No: AGM/FH/18/001, be approved.
4. The allocation of seats on:
  - (a) The Overview and Scrutiny Committee and the West Suffolk Joint Standards Committee, as indicated in paragraph 1.2.8 of Report No: AGM/FH/18/001, be approved. These Committees are not required to be politically balanced; and
  - (b) The Performance and Audit Scrutiny Committee be determined as indicated in paragraph 1.2.8 of Report No: AGM/FH/18/001. This Committee is not required to be politically balanced
5. If the Council is unable to confirm the appointment of Members and Substitute Members at the Annual Council meeting on 9 May 2018, the Service Manager (Democratic Services) be given delegated authority to appoint Members and Substitute Members to those bodies set out in recommendations 3. and 4. above, on the basis of nominations from the relevant Group Leaders.

**318. Proposals to Form a Joint Executive (Cabinet) Committee (Report No: AGM/FH/18/002)**

Councillor Ruth Bowman J.P, Portfolio Holder for Future Governance, presented this report which outlined proposals to form a Joint Executive (Cabinet) Committee and was also requesting approval of consequential amendments to the Council's Constitution.

The proposed Joint Executive (Cabinet) Committee, would comprise all the current Members of Forest Heath District Council's and St Edmundsbury Borough Council's Cabinets and would have executive decision making powers. Historically, where decisions were required of both Cabinets on the

same subject matter, informal joint discussions were held on the common item, and as constitutionally required, these were immediately followed by individual Cabinet meetings to vote on the matter, which was often confusing. Executive decisions could now be made by the Joint Executive (Cabinet) Committee, thus avoiding the need for separate Cabinet meetings.

As the two Cabinets were proposed to come together, it was also being proposed to increase the Key Decision threshold from £50,000 to £100,000 for the individual Cabinets and the Joint Executive (Cabinet) Committee. Decisions below the £100,000 level would be made by Officers or Portfolio Holders, but would still be referred to Cabinet where it was considered they had a significant impact on the local areas or Officers/Portfolio Holders did not wish to exercise their delegation.

Whilst it was in the Leaders' gift to form such a committee, the necessary revisions to the Constitution that were required as a consequence of establishing the new Joint Executive (Cabinet) Committee were required by Council and these were contained in Appendix A to the report. Councillor Bowman also explained that as a result of the creation of a new Portfolio for Future Governance, further amendments would also need to be made to the Council's Constitution to reflect this and these could be made under the delegated authority of the Council's Monitoring Officer.

Councillor Bowman also informed Members that the Orders to create a new West Suffolk Council had been supported by the Grand Committee in the House of Lords. It was now expected for these Orders to be signed by the Secretary of State by the end of May 2018.

It was proposed by Councillor Bowman, seconded by Councillor Lance Stanbury and with the vote being unanimous, it was

**RESOLVED:**

That the constitutional amendments required as a consequence of establishing a new Joint Executive (Cabinet) Committee, as contained in Appendix A to Report No: AGM/FH/18/002, be approved.

**319. Appointment of Chairman and Vice Chairman of Committees**

(a) Chairman of the Overview and Scrutiny Committee

It was moved by Councillor James Waters, seconded by Councillor Robin Millar and with there being no other nominations and with the vote being unanimous, it was

**RESOLVED:**

That Councillor Simon Cole be appointed as Chairman of the Overview and Scrutiny Committee for 2018/2019.

(b) Vice Chairman of the Overview and Scrutiny Committee

It was moved by Councillor James Waters, seconded by Councillor Robin Millar and with there being no other nominations and with the vote being unanimous, it was

**RESOLVED:**

That Councillor Rona Burt be appointed as Vice Chairman of the Overview and Scrutiny Committee for 2018/2019.

(c) Chairman of the Performance and Audit Scrutiny Committee

It was moved by Councillor James Waters, seconded by Councillor Stephen Edwards and with there being no other nominations and with the vote being unanimous, it was

**RESOLVED:**

That Councillor Louis Busuttill be appointed as Chairman of the Performance and Audit Scrutiny Committee for 2018/2019.

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

It was moved by Councillor James Waters, seconded by Councillor Stephen Edwards and with there being no other nominations and with the vote being unanimous, it was

**RESOLVED:**

That Councillor Colin Noble be appointed as Vice Chairman of the Performance and Audit Scrutiny Committee for 2018/2019.

**320. Review and Re-appointment of Representation of Outside Bodies (Report No: AGM/FH/18/003)**

Councillor James Waters, Leader of the Council, presented this report 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, 2017/2018. This list provided the name of the organisations and the number of representatives in that year.

It was moved by Councillor Waters, seconded by Councillor Andy Drummond and with the vote being unanimous, 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 District Council's representatives on outside bodies not covered by the provisions made in Recommendations 1., 2., and 3. above for 2018/2019, as detailed in Appendix A to Report No: AGM/FH/18/003; 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 6.15 pm

**Signed by:**

**Chairman**

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