

MINUTES OF A MEETING OF THE BABERGH DISTRICT COUNCIL HELD IN
THE COUNCIL CHAMBER, COUNCIL OFFICES, CORKS LANE, HADLEIGH ON
TUESDAY, 24 APRIL 2012

PRESENT: Mr D L Wood – In the Chair

Mr C W Arthey	Mr R E Kemp
Dr M F M Bamford	Miss D L Kendall
Mr S R Barrett	Mr F R Lawrenson
Mr A C Bavington	Mr J A B Long
Mr P K Beer	Mrs M O Munson
Mr P D Burgoyne	Mr M Newman
Mr D M Busby	Mr A F D W Osborne
Mrs S Carpendale	Mr J M Owen
Mr J R B Cave	Mr N A Ridley
Mr M J Deacon	Mr B Riley
Mrs K S Grandon	Mr C A Roberts
Mr A J Hinton	Mr D C Rose
Mr P J Holbrook	Mr J R A Sayers
Mr B D Hurren	Mr R C Smith
Ms J A Jenkins	Mr R W Thake
Mr P Jones	Mr A J Ward
Mr D H Keane	Mrs S M Wigglesworth

The following Members were unable to be present: Mrs J Antill, Mr N A Bennett, Mr D G Grutchfield, Mr N MacMaster, Mr J M Nunn, Mrs A M Norman, Mrs A K Pollard and Mr L H Young.

1. ELECTION OF CHAIRMAN

It was proposed and seconded that Mr N A Ridley be elected Chairman of the Council for the ensuing year.

RESOLVED

That Mr N A Ridley be elected Chairman of the Council for the ensuing year.

Mr N A Ridley thereupon made his declaration of acceptance of office and presided over the meeting.

2. ELECTION OF VICE-CHAIRMAN

It was proposed and seconded that Mr J A B Long be elected Vice-Chairman of the Council for the ensuing year.

RESOLVED

That Mr J A B Long be elected Vice-Chairman of the Council for the ensuing year.

Mr J A B Long thereupon made his declaration of his acceptance of office.

3. MINUTES

RESOLVED

That the minutes of the meeting held on 23 February 2012 be confirmed and signed as a correct record.

4. DECLARATION OF INTERESTS

None declared.

5. CHAIRMAN'S ANNOUNCEMENTS

Events Attended

The Chairman referred to Paper M1 outlining recent events attended by the previous Chairman and Vice-Chairman of the Council.

Civic Reception

The Chairman informed Members that the Chairman's Reception is to take place on the evening of Friday 20 July at Wherstead Hall.

Chairman's Charities

The Chairman informed that meeting that his chosen charities for this year were the Bridge Project, Sudbury and St Elizabeth Hospice.

Lindsay Barker

The Chairman welcomed to the meeting Lindsay Barker, the Strategic Director (Place) who had recently taken up her duties.

6. PETITIONS

None.

7. QUESTIONS FROM THE PUBLIC

None received.

8. QUESTIONS FROM MEMBERS

None received.

9. COMPOSITION OF THE BABERGH AND MID SUFFOLK JOINT STANDARDS COMMITTEE

The Monitoring Officer submitted a report (Paper M2) requesting approval to extend the membership of the current Joint Standards Committee pending the implementation of changes to the Standards regime due in the Summer of 2012.

RESOLVED

- (1) That the Babergh and Mid Suffolk Standards Committee continue in its current composition until the date upon which section 53 of the Local Government Act 2000 is repealed and that the term of appointment for the Council's own co-opted members be extended until that time.
- (2) That the review of allowances for the co-opted Members of the Joint Standards Committee be deferred pending introduction of new arrangements for ethical standards under the Localism Act 2011.

10. POLITICAL BALANCE AND COMPOSITION OF COMMITTEES

The Head of Corporate Organisation submitted a report (Paper M3) relating to the Council's duty to review the allocation of seats to Political Groups and to approve the composition of its Committees.

Members were aware that the names of Committee Members listed in Appendix 2 of Paper M3 had been notified by the Group Leaders.

RESOLVED

- (1) That the Committee sizes and numerical allocation of seats be approved as set out below:-

Committees	No. of Seats	Independent	Conservative	Lib/Dem	Labour	Others
Strategy	10	2	4	3	1	0
Overview and Scrutiny (Stewardship)	9	2	4	3	0	0
Overview and Scrutiny (Community Services)	9	2	4	2	1	0
Development	15	3	6	4	1	1
Licensing and Appeals	12	3	5	3	1	0
Joint Scrutiny Committee	5	1	2	2	0	0
Total Target	60	13	25	17	4	1

- (2) That the ungrouped Member, Mr C W Arthey, be appointed to serve on the Development Committee.

- (3) That the composition of Committees be allocated as set out below:-

STRATEGY COMMITTEE

A C Bavington
N A Bennett
S Carpendale
A J Hinton
J A Jenkins

A K Pollard
N A Ridley
B Riley
S M Wigglesworth
L H Young

OVERVIEW AND SCRUTINY (STEWARDSHIP) COMMITTEE

S R Barrett
D M Busby
J R B Cave
D G Grutchfield
R E Kemp

D Kendall
F R Lawrenson
J Nunn
C A Roberts

OVERVIEW AND SCRUTINY (COMMUNITY SERVICES) COMMITTEE

J Antill
P Burgoyne
B D Hurren
J A B Long
M Newman

A M Norman
J Owen
J R A Sayers
D L Wood

DEVELOPMENT COMMITTEE

C W Arthey
P K Beer
M F M Bamford
M J Deacon
K Grandon
P J Holbrook
P Jones
D H Keane

N MacMaster
M O Munson
A F D W Osborne
D C Rose
R C Smith
R W Thake
A J Ward

LICENSING AND APPEALS COMMITTEE

J R B Cave
M J Deacon
D G Grutchfield
P J Holbrook
P Jones
J M Owen

B Riley
J R A Sayers
R C Smith
R W Thake
A J Ward
L H Young

JOINT SCRUTINY COMMITTEE

S R Barrett
D M Busby
J R B Cave

B D Hurren
D C Rose

JOINT STANDARDS COMMITTEE (with Mid Suffolk District Council)

**A C Bavington
G M Brewster
E B Gibson-Harries
P M R Godden
P Jones
R E Kemp
A F D W Osborne**

Co-opted Members

**A Barrow
P F Cook
P J Down
R L Feltwell
A George
T Kavvadias
C A Reeve
M Roausslau
N Turner**

11. **UPDATE ON TERMS OF REFERENCE FOR THE JOINT SCRUTINY COMMITTEE (JSC)**

The Head of Corporate Organisation reported that Council at its meeting on 5 September 2011 (Paper L60 refers) agreed to adopt Terms of Reference for the JSC.

As part of the Governance arrangements both Councils agreed that a Joint Scrutiny Committee be set up to scrutinise the BMI Integration Programme. However to enable the JSC to be more flexible it is suggested that the Committee's terms of reference should be extended to enable it to scrutinise services which are provided by others e.g. shared revenues partnership. This would have been under the remit of the existing Overview and Scrutiny Committees therefore the Constitution needs to be amended accordingly.

RESOLVED

(1) That the Terms of Reference of the JSC as adopted on 5 September 2011 be extended by including the following bullet point under "objectives":-

- To scrutinise any service or work that is provided jointly with Mid Suffolk District Council and others.**

(2) That the Terms of Reference of the Overview and Scrutiny Committees be amended to take into account (1) above.

12. **APPOINTMENT OF SUBSTITUTES – COUNCIL PROCEDURE RULE NO.5**

The Head of Corporate Organisation submitted a report (Paper M4) setting out details of substitutes proposed to be appointed under Council Procedure Rule No.5.

RESOLVED

That substitutes be approved as set out below:-

STRATEGY

<u>CONSERVATIVE</u>	<u>LIB/DEM</u>	<u>IND</u>	<u>LABOUR</u>
P K Beer P J Holbrook D H Keane R C Smith	M F M Bamford M J Deacon A J Ward	P Jones D C Rose	N MacMaster

OVERVIEW AND SCRUTINY (STEWARDSHIP)

<u>CONSERVATIVE</u>	<u>LIB/DEM</u>	<u>IND</u>	<u>LABOUR</u>
J Antill P D Burgoyne M Newman J R A Sayers	M F M Bamford M J Deacon B D Hurren	A M Norman D C Rose	-

OVERVIEW AND SCRUTINY (COMMUNITY SERVICES)

<u>CONSERVATIVE</u>	<u>LIB/DEM</u>	<u>IND</u>	<u>LABOUR</u>
S R Barrett J R B Cave D L Kendall Vacancy	M F M Bamford M O Munson	P Jones R E Kemp	N MacMaster

DEVELOPMENT

<u>CONSERVATIVE</u>	<u>LIB/DEM</u>	<u>IND</u>	<u>LABOUR</u>
J Antill J R B Cave A J Hinton J A Jenkins N A Ridley B Riley	D M Busby D G Grutchfield B D Hurren C A Roberts	R E Kemp S M Wigglesworth L H Young	J M Owen

JOINT SCRUTINY COMMITTEE

<u>CONSERVATIVE</u>	<u>LIB/DEM</u>	<u>IND</u>	<u>LABOUR</u>
P D Burgoyne Vacancy	D G Grutchfield A C Roberts	R E Kemp	-

13. ELECTION OF CHAIRMAN OF COMMITTEES

RESOLVED

- (1) That Ms J A Jenkins be elected Chairman of the Strategy Committee for the ensuing year.**
- (2) That Mr J A B Long be elected Chairman of the Overview and Scrutiny (Community Services) Committee for the ensuing year.**
- (3) That Mr D M Busby be elected Chariman of the Overview and Scrutiny (Stewardship) Committee for the ensuing year.**
- (4) That Mr P K Beer be elected Chairman of the Development Committee for the ensuing year.**
- (5) That Mr P J Holbrook be elected Chairman of the Licensing and Appeals Committee for the ensuing year.**
- (6) That Mr B D Hurren be elected Chairman of the Joint Scrutiny Committee for the ensuing year.**

14. ANNUAL REPORT OF THE OVERVIEW AND SCRUTINY (STEWARDSHIP) COMMITTEE

Mr D M Busby, Chairman of the Overview and Scrutiny (Stewardship) Committee, presented the Committees Annual Report (Paper M5).

It was agreed that for future Annual Reports of Overview and Scrutiny Committees the outcomes of investigations would also be included in the report.

RESOLVED

- (1) That the Annual Report of the Overview and Scrutiny (Stewardship) Committee for 2011/12 as set out in Appendix 1 to Paper M5 be noted.**
- (2) That the Committee Work plan for 2012/13 as set out in Appendix 2 to Paper M5 be approved.**

15. ANNUAL REPORT OF THE OVERVIEW AND SCRUTINY (COMMUNITY SERVICES) COMMITTEE

Mr J A B Long, Chairman of the Overview and Scrutiny (Community Services) Committee presented the Committees Annual Report (Paper M6).

During consideration of this item it was agreed that the item on the Work plan for the November meeting relating to CIL and Section 106 Agreements should include information relating to what has been achieved, how it can be approved and how the involvement of Parish Councils and Ward Members could be improved.

RESOLVED

- (1) That the Annual Report of the Overview and Scrutiny (Community Services) Committee for 2011/12 as set out in Appendix 1 to Paper M6 be noted.**
- (2) That the Committee Work plan for 2012/13 as set out in Appendix 2 to Paper M6 (as amended above) be approved.**

16. ANNUAL REPORT OF THE JOINT STANDARDS COMMITTEE

The Monitoring Officer presented the Joint Standards Committees Annual Report (Paper M7).

It was agreed that the Chairman of the Council would write and give thanks to Mr J G Watson for his service as a Member and Chairman of the Standards Committee.

RESOLVED

That the Annual Report of the Joint Standards Committee as set out in Paper M7 be noted.

17. THE LOCALISM ACT 2011 – STANDARDS FUNCTIONS

The Monitoring Officer presented a report (Paper M8) requesting approval of arrangements for a new Joint Standards Committee to come into operation once the amended Standards Regime is implemented under the Localism Act 2011. This is anticipated to be 1 July 2012.

The Joint Standards Committee had considered the report and agreed to recommend its approval subject to (a) an amendment to recommendation 2.2 to provide for the number of co-opted Members of a new Joint Standards Committee being increased to 2 Independent Members and 2 Parish/Town Council representatives per authority and (b) in Appendix 1 (y) the word “standards” being inserted between the words “Councillors” and “training”.

The recommendations contained in paragraph’s 2.1 to 2.7 of Paper M8 were proposed and seconded without modification. An amendment was proposed stating that under Recommendation 2.2, each Council should appoint two non-voting independent member and two non-voting parish/town Council representatives. Upon being put to the vote this amendment was lost.

A further amendment was proposed and seconded stating that:-

Recommendation 2.1 in Paper M8 should be amended to:-

That upon the date of implementation of Chapter 7 of the Localism Act 2011 the Councils’ standards functions be discharged by the Joint Scrutiny Committee, or if not agreed by Mid Suffolk District Council, the Overview and Scrutiny (Stewardship) Committee.

Recommendation 2.3 of Paper M8 be amended to:-

That the role and function at Appendix 1 (as amended) of Paper M8 be adopted and the Monitoring Officer be authorised to make any minor changes as may be necessary.

That recommendations 2.6 and 2.7 to Paper M8 be adopted.

Upon being put to the vote this amendment was lost.

A further amendment was then proposed and seconded which was approved, and approved again when put as the substantive motion and this is contained in the resolution below.

RESOLVED

That consideration of this matter be deferred to a future meeting.

18. TASK GROUPS AND PANELS (a) APPOINTMENT OF MEMBERS (b) ANNUAL REPORTS

The Head of Corporate Organisation submitted a report (Paper M9) requesting the Council to consider appointing Members to serve on Task Groups/Panels, to note the progress of the Work plans for 2011/12 (Appendix 1) and to approve their Work plans for 2012/13 (Appendix 2).

It was noted that the HR Panel has not met during the past year and that the focus for 2012/13 would be on the harmonisation of terms and conditions, which will come under the remit of the Joint HR Panel. It was suggested therefore that the Babergh HR Panel cease to exist.

RESOLVED

(1) That the following Task Groups continue for 2012/13 and that Members be appointed to them as set out below:-

- | | | |
|------------|---|--|
| (a) | Village of the Year Awards Panel - | K S Grandon
A M Norman
A J Ward
L H Young |
| (b) | Housing Panel - | D H Keane
N MacMaster
M O Munson
A F D W Osborne
S M Wigglesworth |
| (c) | Procurement Task Group - | P K Beer
D G Grutchfield
D C Rose
R C Smith
L H Young |

**(d) Strategic and Financial Planning
Task Group -**

**N A Bennett
D M Busby
J R B Cave
J A Jenkins
R E Kemp
B Riley**

- (2) That the Human Resources Panel cease to exist.**
- (3) That the progress of the Task Groups and Panels during 2011/12 as outlined in Appendix 1 to Paper M9 be noted.**
- (4) That the proposed Work plan for Task Groups/Panels for 2012/13 as set out in Appendix 2 to Paper M9 be approved.**
- (5) That the Membership of the Staff Joint Consultative Committee be as follows:-**

**M F M Bamford
A C Bavington
D L Kendall
D C Rose
R W Thake**

**Reserve member
C W Arthey**

19. JOINT PANELS (a) APPOINTMENT OF MEMBERS (b) ANNUAL REPORTS

The Head of Corporate Organisation submitted a report (Paper M10) requesting the Council to consider appointing Members to serve on Joint Panels, to note the progress of the Work plans for 2011/12 (Appendix 1) and to approve their Work plans for 2012/13 (Appendix 2). The revised appendices (1) and (2) relating to the Joint Member Integration Board, which had been circulated prior to the meeting were also referred to.

The suggested membership for the Joint Committees/Panels has been discussed with the Group Leaders and the proposals were outlined in Appendix 3. The calculations showing the allocation of seats to each Group were outlined in Appendix 4.

RESOLVED

- (1) That the following Joint Task Groups/Panels continue for 2012/13:**
 - (a) Joint HR Panel**
 - (b) Joint IT Panel**
 - (c) Joint Member Integration Board**
 - (d) Joint Housing Board**
 - (e) Shared Revenues Partnership**

- (2) That the progress of the Joint Task Groups/Panels during 2011/12 referred to in (b) and (c) as outlined in Appendix 1 (as revised) to Paper M10 be noted.
- (3) That the proposed work plans for the Task Groups/Panels referred to in (a), (b) and (c) for 2012/13 as set out in Appendix 2 (as revised) to Paper M10 be approved.
- (4) That the Babergh membership of the Task Groups/Panels for 2012/13 be as set out below:-

Joint HR Panel -

D M Busby
D L Kendall
D C Rose

Joint IT Panel -

S R Barrett
M J Deacon
B Riley

Joint Member Integration Board -

A C Bavington
S Carpendale
J A Jenkins
B Riley
S M Wigglesworth

Joint Housing Board* -

J A Jenkins
M O Munson
S M Wigglesworth

*For remainder of term of office

Shared Revenues Partnership
Committee** -

A C Bavington
B Riley

J A Jenkins – Substitute
A K Pollard – Substitute

**also includes Ipswich Borough Council so not included in figures in Appendix 4.

20. POLLING PLACES REVIEW – ALDHAM, BOXTED AND GREAT CORNARD

The Head of Corporate Organisation submitted a report (Paper M11) outlining the results of consultation with electors etc. relating to polling places for Aldham, Boxted and Great Cornard.

RESOLVED

- (1) That the Boxted and Hartest Village Institute at The Green, Hartest, be designated as the polling place for Boxted.
- (2) That the Parish Room, Aldham Churchyard, Church Lane, Aldham be designated as the polling place for Aldham.

- (3) That the Stevenson Centre, Great Cornard continue to be designated as the polling place for Great Cornard North ward in respect of the election of a Police and Crime Commissioner on 15 November 2012.**

21. REPRESENTATION ON OUTSIDE BODIES AND PARTNERSHIPS

The Head of Corporate Organisation reported that the appointments made at the Annual Council meeting on 19 May 2011 (for the four year term of office) together with those made since that date (for remainder of the current term of office) remain unchanged other than the Sudbury and Great Cornard Children's Centre Advisory Board, South Suffolk Leisure Trust Board where Members had stood down.

Members were asked to appoint replacement representatives on these bodies and to confirm the appointment of Bryn Hurren as the Babergh representative on the Pin Mill Bay Management Community Interest Company Limited.

RESOLVED

- (1) That Mr J M Owen be appointed as the Councils representatives on the Sudbury and Great Cornard Children's Centre Advisory Board for the remainder of the current term of office.**
- (2) That Mr S R Barrett be appointed as the Councils representative on the South Suffolk Leisure Trust Board for the remainder of the current term of office.**
- (3) That Mr B D Hurren be appointed as the Councils representative on the Pin Mill Bay Management Community Interest Company Limited for the remainder of the current term of office.**

22. ESTABLISHMENT OF A JOINT SUFFOLK POLICE AND CRIME PANEL

The Chief Executive introduced (Paper M12) a report from the Head of Democratic Services at Suffolk County Council requesting approval to matters relating to a Police and Crime Panel for Suffolk.

It was noted that the Panel needed to be politically balanced across the whole of Suffolk and consideration was given to this.

The recommendations contained in Paper M12 and to the one contained on the agenda were proposed and seconded.

An amendment was then proposed and seconded to the effect that an appointment of the Babergh representative be not made at the present time. This was carried, put as the substantive notion, and this was then carried.

RESOLVED

- (1) That, in conjunction with each of the district and borough councils in Suffolk, a joint committee known as the Suffolk Police and Crime Panel be established.**

- (2) That each Council in Suffolk nominate the number of councillors indicated below to achieve a political balance across Suffolk:

Babergh District Council	1 councillor
Forest Heath District Council	1 councillor
Ipswich Borough Council	1 councillor
Mid Suffolk District Council	1 councillor
St Edmundsbury Borough Council	1 councillor
Suffolk Coastal District Council	1 councillor
Waveney District Council	1 councillor
Suffolk County Council	4 councillors

- (3) That Suffolk County Council be confirmed as the 'host' authority for the purposes of the administration of the Police and Crime Panel.
- (4) That authority for the establishment of the Panel be delegated to the Chief Executive and Monitoring Officer of Suffolk County Council in consultation with their equivalents in the other Suffolk Authorities.
- (5) That an appointment of the Babergh representative (or the substitute) be not made at this time.

Note: The meeting adjourned for refreshments between 11.00 a.m. and 11.15 a.m.

The business of the meeting was concluded at 1.20 p.m.

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Chairman