

MINUTES OF THE ANNUAL MEETING OF THE BABERGH DISTRICT COUNCIL
HELD IN THE COUNCIL CHAMBER, COUNCIL OFFICES, CORKS LANE,
HADLEIGH ON TUESDAY, 23 APRIL 2013

PRESENT: Mr J A B Long – In the Chair

Mrs J Antill	Mr R E Kemp
Mr C W Arthey	Mr F R Lawrenson
Dr M F M Bamford	Mrs M O Munson
Mr S R Barrett	Mr M Newman
Mr A C Bavington	Mr A F D W Osborne
Mr P K Beer	Mr J M Owen
Mr P D Burgoyne	Mrs A K Pollard
Mr D M Busby	Mr N A Ridley
Mrs S Carpendale	Mr B Riley
Mr J R B Cave	Mr D C Rose
Mrs K S Grandon	Mr R C Smith
Mr D G Grutchfield	Mr R W Thake
Mr A J Hinton	Mr A J Ward
Mr B D Hurren	Mrs S M Wigglesworth
Ms J A Jenkins	Mr D L Wood
Mr P Jones	Mr L H Young
Mr D H Keane	

The following Members were unable to be present: Mr N A Bennett, Mr M J Deacon, Miss D L Kendall, Mr N MacMaster, Mrs A M Norman, Mr J M Nunn, Mr C A Roberts and Mr J R A Sayers.

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 Acceptance of Office.

3 MINUTES

RESOLVED

That the minutes of the meeting held on 9 April 2013 be confirmed and signed as a correct record.

4 DECLARATION OF INTERESTS

None declared.

5 CHAIRMAN'S ANNOUNCEMENTS

Peter Holbrook

The Chairman informed Members that Peter Holbrook would join them when the meeting adjourned and there would be an opportunity to thank him for his contribution to the work of the Council, following his recent resignation.

Civic Reception

The Chairman informed Members that the Chairman's Reception is to take place on the evening of Friday 19 July at Wherstead Hall.

Chairman's Charities

The Chairman informed the meeting that his chosen charities for this year are EACH – Treehouse Appeal and St Nicholas Hospice.

6 PETITIONS

None.

7 RECOMMENDATIONS AND REPORTS FROM COMMITTEES

Suffolk Growth Strategy (Strategy Committee Minute No 129)

Jennie Jenkins, Strategy Committee Chairman, introduced the recommendation to approve a joint economic growth strategy for Suffolk. In response to questions from Members, the Strategic Director (Place) referred to the process for producing a Delivery Plan, and explained the way in which the Growth Strategy and the Local Enterprise Partnership will operate in order to avoid duplication when referring to sectors such as agriculture.

RESOLVED

That the Suffolk Growth Strategy, a joint economic growth strategy developed by the County, District and Borough Councils in Suffolk as attached to Paper M164 be approved.

8 QUESTIONS FROM THE PUBLIC

None received.

9 QUESTIONS FROM MEMBERS

None received.

10 POLITICAL BALANCE AND COMPOSITION OF COMMITTEES

The Head of Corporate Organisation submitted a report ([Paper N2](#)) relating to the Council's duty to review the allocation of seats to Political Groups. Members were asked to approve the composition of Committees to give effect to the decisions made by Council on 9 April 2013, including the adoption of rules on substitution.

Members were aware that the names of Committee Members listed in Appendix 2 of [Paper N2](#) had been notified by the Group Leaders. A change to Appendix 2 to the report was notified by the Independent Group Leader, the Group having agreed to allocate one of its seats to the ungrouped Member, Mr C W Arthey. The name of Mr R E Kemp was to be removed from the list of Strategy Committee members and replaced with that of Mr Arthey.

RESOLVED

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

	Conservatives 17 seats on Council	Lib Dem 12 seats on Council	Independent 9 seats on Council	Labour 3 seats on Council	Ungrouped Member	Vacancy	43
Strategy 10	4	3	2	1	0	0	10
Planning Committee 14	6	4	3	1	0	0	14
Regulatory Committee 10	4	3	2	1	0	0	10
Joint Scrutiny Committee 8	3	2	2	1	0	0	8
Joint Audit and Standards Committee 8	3	2	2	1	0	0	8
Joint Appointments Committee 3	1	1	1	0	0	0	3
53	21	15	12	5	0	0	53

- (2) That the ungrouped Member, Mr C W Arthey, be appointed to a seat allocated to the Independent Group on the Strategy Committee to give effect to the wishes of that Group.

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

STRATEGY COMMITTEE

C W Arthey	J R B Cave
S R Barrett	A J Hinton
A C Bavington	J A Jenkins
N A Bennett	A K Pollard
S Carpendale	S M Wigglesworth

PLANNING COMMITTEE

M F M Bamford	M O Munson
P K Beer	A F D W Osborne
M J Deacon	N A Ridley
K S Grandon	D C Rose
P Jones	R C Smith
D H Keane	R W Thake
N MacMaster	A J Ward

REGULATORY COMMITTEE

M J Deacon	B Riley
D G Grutchfield	J R A Sayers
R E Kemp	R C Smith
J M Owen	A J Ward
N A Ridley	L H Young

Members of the Regulatory Committee will form a pool from which 3 Members will be drawn to form the Licensing and Appeals Committee.

JOINT SCRUTINY COMMITTEE

J Antill	A M Norman
B D Hurren	J M Owen
F R Lawrenson	J R A Sayers
J A B Long	D L Wood

Members appointed to the Joint Scrutiny Committee will automatically be Members of the Babergh Scrutiny Committee.

JOINT AUDIT AND STANDARDS COMMITTEE

P Burgoyne	B Riley
D M Busby	C A Roberts
D L Kendall	D C Rose
J M Owen	L H Young

Members appointed to the Joint Audit and Standards Committee will automatically be Members of the Babergh Audit Committee.

JOINT APPOINTMENTS COMMITTEE

S Carpendale S M Wigglesworth
J A Jenkins

- (4) That the rules on substitution proposed at the Council meeting on 9 April 2013, as set out below, be adopted.

COMMITTEE	SIZE	SUBSTITUTES
Strategy	10	Any member of the same political group except members of the Babergh Scrutiny Committee
Planning	14	Any member from the same political group, providing the substitute has undertaken the annual planning training
Regulatory	10	Any member from the same political group
Licensing and Appeals	3	None
Joint Audit and Standards	16 8/8	Any member from the same political group and Council, except members of the Strategy Committee
Babergh Audit	8	Any member from the same political group, except members of the Strategy Committee.
Joint Scrutiny	16 8/8	Any member from the same political group and Council, except members of the Strategy Committee.
Babergh Scrutiny	8	Any member from the same political group, except members of the Strategy Committee.
Joint Appointments	6/3	Any member from the same political group and Council.

11 **APPOINTMENTS TO SUFFOLK JOINT STANDARDS BOARD**

The Head of Corporate Organisation to report that, following the Council decision on 9 April 2013 to establish joint arrangements with Mid Suffolk District and Suffolk County Councils, Members were asked to appoint three Members to serve on the new Board.

It was agreed that the political balance rules would not apply to Babergh's appointees, who cannot be any of the following:-

- the Chairman of the Council
- Members of the Strategy Committee

Group Leaders had been asked to put forward names to be considered for these positions. Appointments would be made for the ensuing year, unless one of the circumstances in Section 5 of the Board's Terms of Reference (relating to resignations, removal / replacement of members, changes to the constitutional arrangements) takes effect.

RESOLVED

That the following Members be appointed to serve on the Suffolk Joint Standards Board for the ensuing year:-

**Mr R E Kemp
Mr A F D W Osborne
Mr C A Roberts**

12 ELECTION OF CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES AND LEADER OF THE COUNCIL

RESOLVED

- (1) **That Ms J A Jenkins be elected Leader of the Council for the ensuing year. Further that in accordance with Article 2.03(b)(iii) of the Council's Constitution, Ms Jenkins be confirmed as the Chairman of the Strategy Committee.**
- (2) **That Mr P K Beer be elected Chairman of the Planning Committee for the ensuing year.**
- (3) **That Mr A J Ward be elected Chairman of the Regulatory Committee for the ensuing year.**
- (4) **That Mr D M Busby and Mr P D Burgoyne be elected Chairman and Vice-Chairman respectively of the Joint Audit and Standards Committee for the ensuing year.**
- (5) **That Mrs J Antill and Mr B D Hurren be elected Chairman and Vice-Chairman respectively of the Joint Scrutiny Committee for the ensuing year.**
- (6) **That Ms J A Jenkins and Mrs S Carpendale be elected Chairman and Vice-Chairman respectively of the Joint Appointments Committee for the ensuing year.**

13 TIMETABLE OF MEETINGS 2013/14

The Head of Corporate Organisation submitted a report ([Paper N3](#)) setting out a Timetable of Meetings to reflect the new Committee Structure agreed at the Council meeting on 9 April.

RESOLVED

That the Timetable of Meetings for 2013/14 as set out be agreed, with start times of meetings to be advised in due course.

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

Mr D M Busby, Chairman of the Overview and Scrutiny (Stewardship) Committee, presented the Committee's Annual Report ([Paper N4](#)).

RESOLVED

That the Annual Report of the Overview and Scrutiny (Stewardship) Committee for 2012/13 as set out in Appendix 1 to [Paper N4](#) be noted.

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 Committee's Annual Report ([Paper N5](#)).

RESOLVED

That the Annual Report of the Overview and Scrutiny (Community Services) Committee for 2012/13 as set out in Appendix 1 to Paper N5 be noted.

16 ANNUAL REPORT OF THE JOINT STANDARDS COMMITTEE

The Monitoring Officer presented the Annual Report of the Joint Standards Committee ([Paper N6](#)).

It was noted that the Chairman of the Council had thanked the Independent Members for their contribution to the work of the Committee.

RESOLVED

That the Annual Report of the Joint Standards Committee (Paper N6) be noted.

17 TASK GROUPS AND PANELS – ANNUAL REPORTS

RESOLVED

- (1) That the Village of the Year Awards Panel continues for 2013/14 with the following membership:-
 - Councillors K S Grandon, A M Norman, A J Ward and L H Young.
- (2) That it be noted that the remaining Task Groups/Panels will not continue as the work undertaken by them will be delivered elsewhere (this aspect is currently the subject of a review).
- (3) That the progress of the Task Groups/Panels during 2012/13 as outlined in Appendix 1 to [Paper N7](#) be noted.
- (4) That the Village of the Year Awards Panel Proposed Work Plan for 2013/14 (Appendix 2 to [Paper N7](#)) be noted.

18 JOINT PANELS – ANNUAL REPORTS

The Head of Corporate Organisation reported that the Conservative Group Leader had notified the following changes to the Conservative membership of the Shared Revenues Partnership set out in Appendix 2 to [Paper N8](#):-

- S R Barrett to replace J A Jenkins
- J A Jenkins to replace A J Hinton as a substitute member

RESOLVED

- (1) That the progress of the Joint Panels during 2012/13 as outlined in Appendix 1 to [Paper N8](#) be noted.
- (2) That it be noted that the Joint Housing Board, Joint Member Integration Board and Shared Revenues Partnership continue, with the following membership:-

Joint Housing Board (appointed for the term of office)
Councillors J A Jenkins, M O Munson and S M Wigglesworth

Joint Member Integration Board
Councillors S R Barrett, A C Bavington, S Carpendale, J A Jenkins, S M Wigglesworth

Shared Revenues Partnership Committee
Councillors A C Bavington and S R Barrett
Substitute members – Councillors J A Jenkins and A K Pollard

and further, that their Work Plans for 2013/14 will be submitted in due course.

- (3) **That it be noted that the remaining Panels will not continue as the work undertaken by them will be delivered elsewhere (this aspect is currently the subject of a review).**

19 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 together with those made since that date remain unchanged other than as identified below:-

Suffolk Health Scrutiny Committee

Dr M F Bamford is standing down as the substitute member because of a potential conflict of interest with his position as the representative for Babergh and Mid Suffolk on the Suffolk Health and Wellbeing Board, which assumed a strategic role from April this year.

Dedham Vale AONB and Stour Valley Joint Advisory Committee (JAC)

There is a vacancy for a second representative, following the resignation of Councillor P J Holbrook.

Any appointment linked to a particular role, such as a Committee Chairman, in the event of there being a change of Member elected to the relevant role.

Any appointments which are no longer needed because of changes to the requirements, or existence, of the relevant body/partnership.

Members noted that the list of representative appointments will be updated to reflect known changes including appointments made at this meeting.

RESOLVED

- (1) **That Mrs A K Pollard be appointed as the Council's Substitute Member on the Suffolk Health Scrutiny Committee for the remainder of the current term of office.**
- (2) **That Mr J R B Cave be appointed as the Council's second representative on the Dedham Vale AONB and Stour Valley Joint Advisory Committee (JAC) for the remainder of the current term of office.**

20 PAY POLICY STATEMENT 2013/13

The Head of Corporate Organisation introduced [Paper N9](#), asking Members to approve the Pay Policy Statement appended to the report.

During the course of the debate, an amendment to the wording of paragraph 6.5 was proposed, but did not receive a seconder.

RESOLVED

That the Pay Policy Statement for 2013/14 (Appendix 1 to [Paper N9](#)) be approved.

Note: The meeting adjourned for refreshments between 11.05 a.m. and 11.30 a.m.

The business of the meeting was concluded at 11.55 a.m.

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Chairman