

MINUTES OF THE ANNUAL MEETING OF THE BABERGH DISTRICT COUNCIL  
HELD IN THE COUNCIL CHAMBER, COUNCIL OFFICES, CORKS LANE,  
HADLEIGH ON TUESDAY, 19 MAY 2015

PRESENT: James Long – In the Chair

Clive Arthey	Bryn Hurren
Sue Ayres	Jennie Jenkins
Melanie Barrett	Richard Kemp
Simon Barrett	Frank Lawrenson
Tony Bavington	Margaret Maybury
Peter Beer	Alastair McCraw
Peter Burgoyne	Mark Newman
Sue Burgoyne	John Nunn
Tom Burrows	Adrian Osborne
Dave Busby	Jan Osborne
Tina Campbell	Lee Parker
Sue Carpendale	Stephen Plumb
Michael Creffield	Nick Ridley
Derek Davis	David Rose
Siân Dawson	William Shropshire
Alan Ferguson	Ray Smith
Kathryn Grandon	Harriet Steer
John Hinton	Fenella Swan
David Holland	John Ward
Michael Holt	Stephen Williams

Barry Gasper and Peter Patrick were unable to be present.

1 ELECTION OF CHAIRMAN

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

**RESOLVED**

**That Nick Ridley be elected Chairman of the Council for the ensuing year.**

Nick 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 Peter Burgoyne be elected Vice-Chairman of the Council for the ensuing year.

**RESOLVED**

**That Peter Burgoyne be elected Vice-Chairman of the Council for the ensuing year.**

Peter Burgoyne thereupon made his Declaration of Acceptance of Office.

3 PUBLIC PARTICIPATION SESSION

There were no questions or statements from the public.

4 MINUTES

**RESOLVED**

**That the Minutes of the meetings held on 24 February and 13 March 2015 be confirmed and signed as correct records.**

5 DECLARATION OF INTERESTS

None declared.

6 CHAIRMAN'S ANNOUNCEMENTS

Events Attended

The Chairman referred to Paper R1 outlining recent events attended by the outgoing Chairman and Vice-Chairman.

Certificates

The Chairman welcomed the newly elected Councillors and returning Members. He announced that certificates would be presented to those Members who were unsuccessful in the recent elections.

Chairman's Charities

The Chairman informed the meeting that his chosen charities for this year are Bumble Bees (formerly the Dame Vera Lynn Trust) and Gainsborough's House.

Civic Reception

Further information about the Chairman's Reception which is to be held on 17 July would be circulated shortly.

7 PETITIONS

Planning Application No. B/14/01600/FUL – erection of 15 dwellings and formation of new vehicular access from Schoolfield, land rear of 49 – 55 Schoolfield, Glemsford

Petition signed by approximately 60 residents of Babergh objecting to the proposal. The petition was reported to the Planning Committee on 8 April 2015 and was taken into account when the application was considered by the Committee on 22 April 2015.

8 QUESTIONS FROM THE PUBLIC

None received.

9 QUESTIONS FROM MEMBERS

None received.

10 POLITICAL BALANCE AND COMPOSITION OF COMMITTEES AND JOINT COMMITTEES

The Head of Corporate Organisation introduced [Paper R2](#) (Revised) relating to the Council's duty to review the allocation of seats to Political Groups. Members were asked to approve the Committees' size and numerical allocation of seats as detailed in Appendix 1 to the report and to approve the composition of Committees in accordance with Recommendations 2.1 and 2.2.

Members were aware of the names of Committee Members listed in Appendix 2 of Paper R2 (Revised) circulated prior to the commencement of the meeting.

**RESOLVED**

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

COMMITTEES	NO. OF SEATS	INDEPENDENT & LABOUR (9 MEMBERS)	CONSERVATIVE (31 MEMBERS)	LIB/DEM (3 MEMBERS)	43
STRATEGY	10	2	7	1	10
JOINT SCRUTINY	8	1	6	1	8
JOINT AUDIT AND STANDARDS	8	2	6	0	8
PLANNING	14	3	10	1	14
REGULATORY/ LICENSING ACT 2003	10	2	7	1	10
JOINT APPOINTMENTS	3	1	2	0	3
<b>TOTAL TARGET</b>	<b>53</b>	<b>11</b>	<b>38</b>	<b>4</b>	<b>53</b>

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

**STRATEGY COMMITTEE (10)**

Clive Arthey  
Simon Barrett  
Sue Carpendale  
Alan Ferguson  
David Holland

Jennie Jenkins  
Richard Kemp  
Frank Lawrenson  
Jan Osborne  
Peter Patrick

**JOINT SCRUTINY COMMITTEE (8)**

<b>Peter Burgoyne</b>	<b>Mark Newman</b>
<b>Barry Gasper</b>	<b>John Nunn</b>
<b>Kathryn Grandon</b>	<b>Harriet Steer</b>
<b>Bryn Hurren</b>	<b>Fenella Swan</b>

**JOINT AUDIT AND STANDARDS COMMITTEE (8)**

<b>Sue Ayres</b>	<b>John Hinton</b>
<b>Tony Bavington</b>	<b>David Rose</b>
<b>Tina Campbell</b>	<b>William Shropshire</b>
<b>Siân Dawson</b>	<b>John Ward</b>

**PLANNING COMMITTEE (14)**

<b>Melanie Barrett</b>	<b>Adrian Osborne</b>
<b>Peter Beer</b>	<b>Lee Parker</b>
<b>Sue Burgoyne</b>	<b>Stephen Plumb</b>
<b>David Busby</b>	<b>Nick Ridley</b>
<b>Michael Creffield</b>	<b>David Rose</b>
<b>Derek Davis</b>	<b>Ray Smith</b>
<b>Michael Holt</b>	<b>Stephen Williams</b>

**REGULATORY COMMITTEE (10)**

<b>Tina Campbell</b>	<b>Alastair McCraw</b>
<b>Sue Carpendale</b>	<b>Jan Osborne</b>
<b>Siân Dawson</b>	<b>Nick Ridley</b>
<b>Kathryn Grandon</b>	<b>Ray Smith</b>
<b>Richard Kemp</b>	<b>Stephen Williams</b>

**JOINT APPOINTMENTS COMMITTEE (3)**

<b>Tom Burrows</b>	<b>Margaret Maybury</b>
<b>James Long</b>	

11 **APPOINTMENT OF MEMBERS TO JOINT GROUPS OUTSIDE LOCAL GOVERNMENT ACT 1972**

The Head of Corporate Organisation introduced [Paper R3](#) (Revised) relating to appointments on various joint groups.

An amended Appendix 2 to Paper R3 (Revised) was circulated at the meeting.

**RESOLVED**

- (1) That the politically representative calculations for the bodies referred to in paragraph 8.2 of Paper R3 (Revised) as contained in Appendix (1) to the report be approved.

- (2) That the membership of the groups referred to in Appendix 2 of Paper R3 (Revised) be approved as set out below:-

**Joint Member Integration Board (5)**

Clive Arthey  
Simon Barrett  
Sue Carpendale  
Jennie Jenkins  
Peter Patrick

**Joint Housing Board \* (3)**

Tony Bavington  
Jennie Jenkins  
Jan Osborne

**Joint Staff Consultation Committee (3)**

Siân Dawson  
Alastair McCraw  
Nick Ridley

**Joint Health and Safety Committee (4)**

Michael Holt  
Margaret Maybury  
Jan Osborne  
Nick Ridley

**Shared Revenues Partnership Committee \*\* (2)**

Simon Barrett  
Alan Ferguson

\* Appointed for term of office

\*\* Also includes Ipswich Borough Council

12 **APPOINTMENTS TO PROGRAMME STEERING BOARDS**

Jennie Jenkins, Leader of the Council, introduced this item and advised that notwithstanding a previous decision for the Programme Steering Boards to be broadly politically representative it was suggested that this would not be the case and that all Members serving on the Boards would be from the Conservative Group.

**RESOLVED**

- (1) That the Terms of Reference for the Programme Steering Boards be amended by deleting the requirement for the Boards to be broadly politically representative.

- (2) That appointments be made to Programme Steering Boards as follows:-

**Communities**

**Sue Ayres, Sue Burgoyne, Jan Osborne, Will Shropshire.**

**Housing**

**Barry Gasper, David Holland, Jennie Jenkins, Margaret Maybury.**

**Economy**

**Simon Barrett, Peter Burgoyne, Siân Dawson, Alan Ferguson.**

**Enabling**

**Simon Barrett, Jennie Jenkins, Peter Patrick, John Ward.**

**Environment**

**Kathryn Grandon, Frank Lawrenson, Adrian Osborne, Fenella Swan.**

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

**RESOLVED**

- (1) That Jennie Jenkins be elected Leader of the Council for the ensuing year. Further that in accordance with Article 4.2(5) of the Council's Constitution, she be confirmed as the Chairman of the Strategy Committee.
- (2) That Simon Barrett be elected Vice-Chairman of the Strategy Committee for the ensuing year.
- (3) That Peter Beer and Lee Parker be elected Chairman and Vice-Chairman respectively of the Planning Committee for the ensuing year.
- (4) That Nick Ridley and Ray Smith be elected Chairman and Vice-Chairman respectively of the Regulatory Committee for the ensuing year.
- (5) That William Shropshire and John Ward be elected Chairman and Vice-Chairman respectively of the Joint Audit and Standards Committee for the ensuing year.
- (6) That Peter Burgoyne and Kathryn Grandon be elected Chairman and Vice-Chairman respectively of the Joint Scrutiny Committee for the ensuing year.
- (7) That Margaret Maybury and Tom Burrows be elected Chairman and Vice-Chairman respectively of the Joint Appointments Committee for the ensuing year.

14 ELECTION OF LEAD MEMBERS / PORTFOLIO HOLDERS

The Council in September 2013 approved Lead Member roles for the areas listed under Item 15 of today's agenda. ('Lead Members' were formerly 'Member Champions').

It is suggested that these roles be re-named 'Portfolio Holders'. The roles remain subject to the provisions applicable to non-Cabinet authorities.

Appointments to be made for current municipal year only.

**RESOLVED**

**(1) That the current 'Lead Member' roles for the areas listed in Resolution (2) below be re-named 'Portfolio Holders' with immediate effect.**

**(2) That appointments of Portfolio Holders be made as follows:-**

**Leader, Finance and Resources – Jennie Jenkins  
Environment – Frank Lawrenson  
Housing – David Holland  
Health and Wellbeing and Communities – Jan Osborne  
Growth and the Local Economy (including Planning) – Simon Barrett  
Public Access – Peter Patrick**

15 APPOINTMENTS TO SUFFOLK JOINT STANDARDS BOARD

The Head of Corporate Organisation reported that, in accordance with the joint arrangements established with Mid Suffolk District and Suffolk County Councils, the Council was asked to appoint three Members to serve on the Board for the current municipal year. Members were aware that the political balance rules do 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 appointments.

**RESOLVED**

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

**Bryn Hurren  
Adrian Osborne  
David Rose**

16 ANNUAL REPORT OF THE JOINT AUDIT AND STANDARDS COMMITTEE (JAC) AND THE BABERGH AUDIT COMMITTEE

Dave Busby, the outgoing Chairman of the JAC, presented the Committee's Annual Report ([Paper R4](#)).

**RESOLVED**

**That the Annual Report of the Joint Audit and Standards Committee for 2014/15 as set out in Paper R4 and referred to above be noted.**

17 ANNUAL REPORT OF THE JOINT SCRUTINY COMMITTEE (JSC) AND THE BABERGH SCRUTINY COMMITTEE

Peter Burgoyne, Chairman of the JSC, presented the Committee's Annual Report ([Paper R5](#)).

In response to a question, it was agreed that figures would be supplied outside of the meeting regarding an analysis of how much money the Council had collected from the spare room subsidy last year and how much it had cost to recover this sum.

**RESOLVED**

**That the Annual Report of the Joint Scrutiny Committee for 2014/15 as set out in Paper R5 be noted.**

18 APPOINTMENT OF MEMBERS TO THE VILLAGE OF THE YEAR AWARDS PANEL

**RESOLVED**

**That the Village of the Year Awards Panel continues for 2015/16 with the following membership:-**

**Kathryn Grandon  
Ray Smith  
Sue Carpendale  
John Nunn**

19 REPRESENTATIVES ON OUTSIDE BODIES/PARTNERSHIPS

The Head of Corporate Organisation reported that the Council's representation was under review, and that a full report, together with nominations, would be made to the next meeting. In the event that an interim meeting of a body / partnership was called in the intervening period, the Strategic Director (Corporate) could exercise his delegation to appoint a representative to attend.

Members were asked to make a small number of appointments, in order to assist with moving on some key elements of the Council's work.



(a) Leader of the Council

**RESOLVED**

**That the appointment of the Leader to the following be confirmed:-**

- **East of England Assembly of Leaders**
- **Local Government Association – General Assembly**
- **Suffolk Public Sector Leaders Group**

(b) Suffolk Health and Wellbeing Board

The Councils were asked to make the joint appointment of a representative and a substitute to this body at their Annual Meetings as the Board is currently engaged with some significant pieces of work. The previous joint representative was Michael Bamford, with the substitute being Diana Kearsley.

The Leaders had agreed that the representative and substitute should be a Mid Suffolk and a Babergh Member respectively.

**RESOLVED**

**That Nick Ridley be appointed as the substitute Member on the Board, with Diana Kearsley being endorsed as the Joint Member representative for the current municipal year.**

Note: Subsequently, and as agreed by Mid Suffolk at its Annual Meeting, Nick Ridley and Diana Kearsley were appointed as representative and substitute respectively – this will be formally endorsed at the next meeting of Babergh's Full Council.

The business of the meeting was concluded at 10.30 a.m.

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Chairman