



The **ANNUAL** meeting of **HUNTINGDONSHIRE DISTRICT COUNCIL** will be held in the **CIVIC SUITE (LANCASTER / STIRLING ROOMS), PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON PE29 3TN** on **WEDNESDAY, 17 MAY 2023** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

## **AGENDA**

### **APOLOGIES**

#### **1. ELECTION OF CHAIR**

To elect a Chair of the Council for the ensuing Municipal Year.

#### **2. MINUTES (Pages 5 - 18)**

To approve as a correct record the Minutes of the meeting of the Council held on 29th March 2023.

**Time Allocation: 2 Minutes.**

#### **3. MEMBERS' INTERESTS**

To receive from Members declarations as to disclosable pecuniary, other registerable and non - registerable interests in relation to any Agenda item. See Notes below.

**Time Allocation: 2 Minutes.**

#### **4. APPOINTMENT OF VICE-CHAIR**

To appoint a Vice-Chair of the Council for the ensuing Municipal Year.

#### **5. ASSISTANT DEPUTY EXECUTIVE LEADER - VARIATION TO ARTICLE 7 OF THE CONSTITUTION (Pages 19 - 28)**

Councillor N Wells, Chair of the Corporate Governance Committee to present a report outlining a proposal to amend the Council's Constitution to reflect the new role responsibilities of the Assistant Deputy Executive Leader.

*(The report was considered and endorsed by the Corporate Governance Committee at their meeting on 26th April 2023).*

## **6. APPOINTMENT OF CABINET**

The Executive Leader to announce the names of a maximum of eight other Councillors who shall be Members of the Cabinet, including the name of the Deputy Leader and the Assistant Deputy Executive Leader.

## **7. REPRESENTATION OF POLITICAL GROUPS ON DISTRICT COUNCIL COMMITTEES, ETC (Pages 29 - 34)**

To consider a report by the Elections and Democratic Services Manager on the representation of political groups on Committees, etc in accordance with Section 15 of the Local Government and Housing Act 1989 and the District Council's Constitution.

## **8. OVERVIEW AND SCRUTINY PANELS**

To appoint to:

Overview and Scrutiny Panel (Performance & Growth) 12 Members.

Overview and Scrutiny Panel  
(Environment, Communities & Partnerships) 12 Members.

### **Time Allocation:**

## **9. COMMITTEES**

To appoint to:-

Development Management Committee 16 Members  
(to include 1 Member of the Cabinet).

Corporate Governance Committee 12 Members.

Licensing Committee 12 Members  
(to include 1 Member of the Cabinet).

Licensing & Protection Committee 12 Members  
(to include 1 Member of the Cabinet).

Employment Committee	8 Members (to include 1 Member of the Cabinet)
Senior Officers Committee	5 Members (4 Members of the Council and the relevant Executive Councillor in relation to the post to be filled).
Appeals Sub-Group	15 Members (a pool of Members from which the Elections and Democratic Services Manager is authorised to convene a meeting of the Appeals Sub Committee comprising up to 5 members [excluding Members of the Employment Committee and the Senior Officers Committee to determine appeals under the Council's disciplinary and appeals procedure).

**10. CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY MEMBERSHIP AND OTHER APPOINTMENTS**

To consider a report requesting the Council to make appointments to the Cambridgeshire and Peterborough Combined Authority for the 2023/24 Municipal Year **(TO FOLLOW)**.

**11. APPOINTMENT OF DEPUTY ELECTORAL REGISTRATION OFFICER**  
(Pages 35 - 38)

Councillor S J Conboy, Executive Leader to present a report seeking the appointment of a Deputy Electoral Registration Officer will full powers for Huntingdonshire.

**FOR INFORMATION - COUNCILLORS ATTENDANCE AND EXPENSES INFORMATION 2022/23** (Pages 39 - 46)

9th day of May 2023

***Oliver Morley***

Head of Paid Service

## **Disclosable Pecuniary Interests and other Registerable and Non-Registerable Interests.**

Further information on [Disclosable Pecuniary Interests and other Registerable and Non-Registerable Interests is available in the Council's Constitution](#)

## **Filming, Photography and Recording at Council Meetings**

This meeting will be filmed for live and/or subsequent broadcast on the Council's YouTube site. The whole of the meeting will be filmed, except where there are confidential or exempt items. If you make a representation to the meeting you will be deemed to have consented to being filmed. By entering the meeting you are also consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes. If you have any queries regarding the streaming of Council meetings, please contact Democratic Services on 01480 388169.

The District Council also permits filming, recording and the taking of photographs at its meetings that are open to the public. Arrangements for these activities should operate in accordance with [guidelines](#) agreed by the Council

**Please contact Mrs Lisa Jablonska, Elections and Democratic Services Manager, Tel No. 01480 388004 / e-mail Lisa.Jablonska@huntingdonshire.gov.uk if you have a general query on any Agenda Item, wish to tender your apologies for absence from the meeting, or would like information on any decision taken by the Council.**

Specific enquiries with regard to items on the Agenda should be directed towards the Contact Officer.

Members of the public are welcome to attend this meeting as observers except during consideration of confidential or exempt items of business.

Agenda and enclosures can be viewed on the [District Council's website](#).

### **Emergency Procedure**

In the event of the fire alarm being sounded and on the instruction of the Meeting Administrator, all attendees are requested to vacate the building via the closest emergency exit.