

## HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the COUNCIL held in the Civic Suite, Pathfinder House, St. Mary's Street, Huntingdon, PE29 3TN on Wednesday, 15 May 2013.

PRESENT: Councillor Mrs B E Boddington – Chairman.

Councillors J D Ablewhite, S Akthar,  
M G Baker, K M Baker, Mrs M Banerjee,  
I C Bates, P L E Bucknell, G J Bull,  
E R Butler, R C Carter, S Cawley,  
B S Chapman, K J Churchill, S J Criswell,  
I J Curtis, J W Davies, D B Dew,  
Mrs L A Duffy, R Fuller, D A Giles, J A Gray,  
S Greenall, N J Guyatt, A Hansard,  
G J Harlock, R Harrison, D Harty,  
C R Hyams, P Kadewere, Ms L Kadic,  
S M Van De Kerkhove, Mrs P J Longford,  
A J Mackender-Lawrence, P G Mitchell,  
J P Morris, J W G Pethard, P D Reeve,  
T V Rogers, T D Sanderson, R G Tuplin,  
D M Tysoe, R J West and A H Williams.

APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillors W T Clough, R S Farrer, R B Howe, Mrs P A Jordan, M C Oliver, Mrs D C Reynolds, M F Shellens and P K Ursell.

### 1. PRAYER

The Reverend M Bonney, Dean of Ely opened the meeting with Prayer.

### 2. CHAIRMAN'S ANNOUNCEMENTS

#### (a) Council Membership

The Council extended a warm welcome to Councillor J P Morris who had been elected to represent Brampton Ward in the by-election held on 2nd May 2013.

#### (b) Chairman's Events

Among the activities she had undertaken since the last meeting, the Chairman drew particular attention to her attendance at the opening of the refurbished Visitor Centre at Grafham Water and the Cresco Charity Shop in Sawtry. The Chairman also was pleased to present a Young Enterprise Award for Best Product Innovation to a team from Hinchingsbrooke School.

Lastly, Councillor Mrs Boddington presented a cheque for £575 to Peterborough Samaritans at their recent Annual

General Meeting. Other charities to benefit from the Chairman's Events during the year included Cancer Research, Natural High and St. John's Ambulance.

The Chairman encouraged Members to make a note of the arrangements being made to mark Armed Forces Day and the ceremony which will be held on 28th June 2013 at 10.00am.

### **3. ELECTION OF CHAIRMAN**

It was proposed by Councillor J D Ablewhite, seconded by Councillor N J Guyatt and

RESOLVED

that Councillor Mrs B E Boddington be elected Chairman of the Council for the ensuing Municipal Year.

Councillor Mrs Boddington made the Statutory Declaration of Acceptance of Office and thanked Members for the honour conferred in electing her as Chairman of the District Council for a further term of office.

Councillor Mrs Boddington paid tribute to the support she had received from the Vice-Chairman, Councillor K M Baker during her first year of office and made reference to the number of events that she had attended on the Council's behalf which had included visits to schools and colleges. The Chairman added that her initiative to invite Town and Parish Councils to visit Pathfinder House also had been particularly successful. However, the highlight of her year had been the opportunity she had had to present the Freedom of Huntingdonshire to the 423rd Airbase Group at RAF Alconbury and RAF Molesworth and in this respect she referred to a letter received from Her Majesty's Lieutenant Mr A H Duberly in which he had indicated his appreciation for the special occasion hosted by the Chairman on behalf of the District Council. Councillor Mrs Boddington indicated her intention to continue to work with schools and to host one charity event and concluded by stating that it would continue to be an honour to serve the Council in the forthcoming year.

**Councillor Mrs B E Boddington in the Chair.**

### **4. MINUTES**

Subject to an amendment to Minute No. 80(d), second paragraph (fifth line) to reflect that representatives of the District and County Councils would be meeting Circle Health Care in the period between the Annual Reviews, the Minutes of the meeting of the Council held on 24th April 2013 were approved as a correct record and signed by the Chairman.

### **5. MEMBERS' INTERESTS**

No interests were received from the Members present.

**6. APPOINTMENT OF VICE-CHAIRMAN**

It was proposed by the Chairman, Councillor Mrs B E Boddington, seconded by Councillor J W Davies and

RESOLVED

that Councillor A MacKender-Lawrence be appointed Vice-Chairman of the Council for the ensuing Municipal Year.

Councillor MacKender-Lawrence made the Statutory Declaration of Acceptance of Office, expressed appreciation to Members for their support and undertook to devote all his time and abilities to serve the District Council as Vice-Chairman.

**7. LOCAL GOVERNMENT ACT 1972: SECTION 89 - BRAMPTON WARD**

Further to Minute No. 2 (a) ante, the Acting Returning Officer extended his appreciation to the Elections Team and other staff for their involvement during the by and County Council elections and at the election count and wished to commend and place on record his gratitude for the efficient manner in which these elections had been conducted.

**8. REPORT OF THE SENIOR OFFICERS' PANEL**

Councillor N J Guyatt presented the Report of the meeting of the Senior Officers' Panel held on 1st May 2013.

.....

In connection with Item No. 1 and the proposed appointment of a new Managing Director, the Executive Leader, Councillor J D Ablewhite confirmed that, in accordance with the Officer Employment Procedure Rules, the Cabinet had no objection to the offer of the appointment to Mrs J Lancaster.

On the same subject and with regard to the proposed salary for the post, Councillor Guyatt undertook to respond in writing to Councillor D A Giles with information on the contribution that the District Council would be making to the pension fund of the successful candidate in addition to the salary which would be payable for the post.

Having thanked the Panel for their contribution, hard work and deliberations during the appointment process and reported that Mrs Lancaster would be able to commence her statutory duties with the District Council on 2nd July 2013, it was moved, duly seconded and

RESOLVED

- (a) that Mrs J Lancaster be appointed as Managing Director and Head of Paid Service on a spot salary of £125,000; and
- (b) that Mrs J Lancaster be appointed to the roles of Returning Officer and Electoral Registration Officer with effect from 5th July 2013.

[In accordance with paragraph 14.5 of the Council Procedure Rules, Councillors I J Curtis, Mrs L A Duffy and P D Reeve requested that their vote against the Motion be recorded in the Minutes.

Councillors D A Giles and S M Van De Kerkhove also requested that their decision to abstain from voting on the Motion be recorded in the Minutes.]

.....

Whereupon, it was

RESOLVED

that, subject to the foregoing paragraphs, the Report of the meeting of the Senior Officers' Panel held on 1st May 2013 be received and adopted.

*(The Chairman consented to the admission of the following item to the Agenda and agreed that it be considered as a matter of urgency under Section 100B(4) of the Local Government (Access to Information) Act 1985 given the special circumstances which had arisen within Hilton Parish Council.)*

**9. TEMPORARY APPOINTMENT OF MEMBERS TO PARISH COUNCILS: SECTION 91, LOCAL GOVERNMENT ACT 1972**

By way of a report by the Head of Legal and Democratic Services (a copy of which is appended in the Minute Book) Members were apprised of a situation whereby, due to several resignations, Hilton Parish Council was unable to act effectively or carry out its legal responsibilities.

The Council was advised that Section 91 of the Local Government Act 1972 provided that where there are so many vacancies on a Parish Council that it is unable to act then the District Council may by Order appoint persons to fill all or any of the vacancies until other Councillors are elected to take up office.

In view of the circumstances described, the Council

RESOLVED

- (a) that the Head of Legal and Democratic Services be authorised to make an Order under Section 91 of the Local Government Act 1972 and Section 39 (4) of the Representation of the People Act 1883 –
  - (i) to appoint Councillors I C Bates, G J Harlock and A H Williams to Hilton Parish Council on an interim basis until the first meeting of the Parish Council after the election on 4th July 2013, or until a sufficient number of elected Parish Councillors have taken up office, whichever is later;
  - (ii) to direct, if necessary, that the Annual Meeting of

Hilton Parish Council be held on a specified date as soon as practicable after the end of May 2013; and

- (b) that the Head of Legal and Democratic Services be authorised to make an Order under Section 91 of the Local Government Act 1972 and Section 39 (4) of the Representation of the People Act 1883 appointing additional persons as Parish Councillors in accordance with the procedures set out in paragraph 3.2 of the report now submitted and to deal with difficulties regarding the timetable for parish council elections and with the annual meeting date in the event of a similar situation arising at another Parish Council in the future.

## **10. REPRESENTATION OF POLITICAL GROUPS ON DISTRICT COUNCIL PANELS, ETC**

A report was submitted by the Head of Legal and Democratic Services, (a copy of which is appended in the Minute Book) relating to the principles of proportionality to be applied to the appointment of Panels in accordance with Section 15 of the Local Government and Housing Act 1989 and Part II of the Local Government Act 2000. Whereupon, it was

RESOLVED

that the allocation of seats on Panels to political groups and non-aligned Members be determined as set out in the report now submitted.

## **11. APPOINTMENT OF CABINET**

The Executive Leader, Councillor J D Ablewhite advised the Council that he had considered the responsibilities of his Cabinet and proposed to increase its membership from six to seven subject to review at the Annual Council meeting in 2014. He explained that his strategic role and his contribution to partnership delivery work had greatly increased such that he was unable to spend as much time as he would like on economic development issues. With this in mind, Councillor Ablewhite announced that he had appointed the following Councillors with the portfolio responsibilities as listed to join him as Members of the Cabinet for the ensuing Municipal Year. He also announced that Councillor N J Guyatt would continue to be Deputy Executive Leader and Vice-Chairman of the Cabinet.

Councillor B S Chapman	– Customer Services
Councillor J A Gray	– Resources
Councillor N J Guyatt	– Planning and Housing Strategy
Councillor R B Howe	– Healthy and Active Communities
Councillor T D Sanderson	– Economic Development and Legal
Councillor D M Tysoe	– Environment.

## **12. OVERVIEW AND SCRUTINY PANELS**

RESOLVED

that the following Members be appointed to the Overview and

Scrutiny Panels for the ensuing Municipal Year.

<b>Overview &amp; Scrutiny Panel (Social Well-Being)</b>	<b>Overview &amp; Scrutiny Panel (Environmental Well-Being)</b>	<b>Overview &amp; Scrutiny Panel (Economic Well-Being)</b>
K M Baker	M G Baker	S Akthar
R Carter	Mrs M Banerjee	P L E Bucknell
S J Criswell	I C Bates	G J Bull
I J Curtis	G J Bull	E R Butler
R Fuller	K J Churchill	S Cawley
C R Hyams	J W Davies	S Greenall
Mrs P A Jordan	D A Giles	R Harrison
P Kadewere	G J Harlock	P G Mitchell
M Oliver	D Harty	P D Reeve
J W G Pethard	C R Hyams	T V Rogers
S M Van De Kerkhove	Mrs L Kadic	M F Shellens
R J West	Mrs D Reynolds	A H Williams

**13. COMMITTEES AND PANELS**

RESOLVED

- (a) that Members be appointed to serve on the Standards and Licensing Committees and Employment, Development Management, Licensing and Protection, Corporate Governance and Senior Officers' Panels for the ensuing Municipal Year as follows:-

**Corporate Governance Panel (8)**

Councillors M G Baker, E R Butler, K J Churchill, G J Harlock, R Harrison, P Kadewere, P G Mitchell and R J West.

**Development Management Panel (16)**

Councillors Mrs M Banerjee, Mrs B E Boddington, P L E Bucknell, G J Bull, E R Butler, W T Clough, D B Dew, R S Farrer, N J Guyatt, Mrs P J Longford, A MacKender-Lawrence, J P Morris, P D Reeve, R G Tuplin, R J West and A H Williams (including one Member of the Cabinet in an ex officio capacity with appropriate portfolio responsibilities).

**Employment Panel (8)**

Councillors J D Ablewhite, S Akthar, S Cawley, J A Gray, Mrs P A Jordan, J W G Pethard, R G Tuplin and R J West (including one member of the Cabinet in an ex officio capacity with appropriate portfolio responsibilities).

**Licensing and Protection Panel (12)**

Councillors K M Baker, W T Clough, I J Curtis, J W Davies, R Fuller, G J Harlock, C R Hyams, Mrs L

Kadic, M Oliver, T D Sanderson, S M Van De Kerkhove and R J West (including one Member of the Cabinet in an ex-officio capacity with appropriate portfolio responsibilities).

#### **Licensing Committee (12)**

Councillors K M Baker, W T Clough, I J Curtis, J W Davies, R Fuller, G J Harlock, C R Hyams, Mrs L Kadic, M Oliver, T D Sanderson, S M Van De Kerkhove and R J West (including one Member of the Cabinet in an ex-officio capacity with appropriate portfolio responsibilities).

#### **Senior Officers' Panel (4+1)**

Councillors M G Baker, S Cawley, N J Guyatt and R J West together with the relevant Executive Councillor in relation to the post(s) under consideration.

#### **Standards Committee (8)**

Councillors K M Baker, Mrs B E Boddington, W T Clough, Mrs L A Duffy, G J Harlock, A Hansard, T D Sanderson and P K Ursell.

- (b) that the following Members be nominated from which the Head of Legal and Democratic Services be authorised, when necessary, to convene a meeting of the Appeals Sub-Group to include up to five Members (excluding Members of the Employment Panel) to determine appeals under the Council's disciplinary and appeals procedures –

Councillors Mrs M Banerjee, I C Bates, Mrs B E Boddington, J W Davies, D B Dew, R Fuller, C R Hyams, P G Mitchell, M Oliver, R W G Pethard, Mrs D C Reynolds and A H Williams.

- (c) that the following Members be appointed to the Elections Working Group to undertake a review of polling Districts –

M G Baker, Mrs M Banerjee, G J Bull, J A Gray and P Kadewere together with either the Executive Leader or Deputy Executive Leader.

The meeting concluded at 6.30pm.

Chairman