

CANNOCK CHASE COUNCIL

MINUTES OF THE MEETING OF THE ANNUAL COUNCIL

HELD IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK

AT 4.00 P.M., WEDNESDAY, 20 MAY 2009

PART 1

PRESENT: Councillors

Ansell, Mrs. P.A. (Chairman)

Beddows, J. (Vice-Chairman)

Alcott, G.	Holder, M.J.
Allen, F.W.C.	Jillings, J.
Ball, G.D.	Jones, R.
Bennett, Mrs. D.J.	Kraujalis, J.T.
Bennett, K.L.	Mawle, D.L.
Bernard, Mrs. A.F.	Mitchell, C.
Bernard, J.	Molineux, G.N.
Bullock, L.W.	Morgan, C.W.J.
Burnett, G.	Pearce, Mrs. L.J.
Burnett, J.	Stanley, N.K.
Davies, D.N.	Stretton, Mrs. P.Z.
Davis, Mrs. M.A.	Sutton, Mrs. H.M.
Dixon, D.I.	Thomas, D.
Easton, Mrs. D. M.	Todd, Mrs. D.M.
Easton, R.	Williams, A.
Freeman, M.P.	Williams, B.
Green, M.	Williams, Mrs. P.
Grice, Mrs. D.	Yates, Ms. W.
Grocott, M.R.	

(Apologies for absence were received from Councillors R.G. Meaden and I.R. Carr).

Prior to the commencement of the meeting, the Chairman made her valedictory speech thanking all those who had supported her during her year as Chairman, particularly her husband Ken and the Vice Chairman Councillor J. Beddows and the Vice Chairman's Consort Mrs. Maureen Beddows. The Chairman also referred to a number highlights during the year and paid tribute to the work of her chosen charities, St. Giles Hospice, Guide Dogs for the Blind and the British Heart Foundation.

The Chairman then presented the year's Youth Endeavour Award to Ross Cowie of Fair Oak Business and Enterprise College, who had been nominated by Mrs. Hardman. Ross had made an outstanding contribution to his college, the wider chase community and the community in South Africa where he raised £1400 to take part in the 'Challenge South Africa' project. Ross visited schools, community centres and an aids orphanage as part of the project.

**1. Declarations of Interests of Members in Contracts and Other Matters and Restriction on Voting by Members**

<u>Member</u>	<u>Nature of Interest</u>	<u>Type</u>
Bullock, L.W.	Chairman of South Staffordshire Relate	Personal
Grice, Mrs. D.	Member of CHAPS	Personal

**2. Election of Chairman of the Council**

Councillor Mrs. P.Z. Stretton nominated Councillor G.D. Ball to be Chairman of the Council, which was seconded

Councillor Mrs. D.J. Bennett nominated Councillor J. Beddows to be Chairman of the Council, which was seconded.

Following a vote Councillor J. Beddows was elected Chairman for the ensuing municipal year.

RESOLVED:

That Councillor J. Beddows be elected Chairman of the Council to hold office for the ensuing municipal year.

(Councillor J. Beddows thereupon declared and signed his acceptance of office and was invested with the badge of office).

Councillor J. Beddows, the newly appointed Chairman, thanked Members for electing him to office and announced that he would be supporting Cannock Chase Hospital.

*(Councillor J. Beddows in the Chair)*

**3. Appointment of Vice-Chairman of the Council**

Councillor Mrs. P.Z. Stretton nominated Councillor G.D. Ball to be Vice-Chairman of the Council, which was seconded.

Councillor D.N. Davies nominated Councillor D.L. Mawle to be Vice-Chairman of the Council, which was seconded.

Following a vote, Councillor D.L. Mawle was appointed Vice-Chairman for the ensuing municipal year.

RESOLVED:

That Councillor D.L. Mawle be appointed Vice-Chairman of the Council to hold office for the ensuing municipal year.

(Councillor D.L. Mawle thereupon declared and signed his acceptance of office and was

invested with the badge of office).

#### 4. Minutes

The Chairman reported that items 15 and 16 on the Council agenda had been withdrawn on the basis that the Part 1 and Part 2 Minutes of the meeting held on 29 April 2009 would be considered together.

Arising from consideration of the Minutes, Councillor Alcott sought clarification with regard to the costs associated with 'Proposed Water Feature – Rugeley Town Centre', referred to in Minute 113. The Leader of the Council, Councillor N.K. Stanley, responded by stating that the costs associated with the proposed water feature were set out in the report previously considered by Council.

RESOLVED:

That the Minutes of the Ordinary Meeting of the Council held on 29 April 2009 be approved as a correct record.

#### 5. Chairman's Announcements and Correspondence

(i) Annual Civic Dinner

The Chairman reminded Members that the annual civic dinner would be taking place in the Ballroom at the conclusion of the meeting.

(ii) Armed Forces Day

The Chairman reported that the Government had announced that the first British Armed Forces Day would take place on 27 June 2009. The day would be an opportunity for the whole nation to show its appreciation for all those who served or had served in Her Majesty's Armed Forces.

All local authorities had been invited to join in by simultaneously flying a specially commissioned flag to be raised at 10.30am on Monday, 22 June 2009. A flag raising ceremony was to be organised in due course to which all Members would be invited.

(iii) Collection for Chairman's Charity

The Chairman reported that a charity collection box was circulating for Members to make a small donation to support his charities. A total of £46.68 was donated at the last meeting.

(iv) Gentleman's Society – Royal British Legion

On behalf of Councillor Mrs. Doris Grice, the Chairman reported that the Gentleman's Society – Royal British Legion wished to thank the Council for awarding the Society grant of £100.

## 6. Establishment of Council Committees, Sub-Committees and Other Bodies

Consideration was given to a report of the Chief Executive (Enclosure 7.1 – 7.7 of the Official Minutes of the Council).

The Legal and Democratic Services Manager referred to the following amendments to the recommendations contained within the report, which had previously been circulated to Members:

- “1(a) Approve the establishment of the Council Committees for the Municipal Year as set out in Annex 1 subject to the “Children, Young People and Families Policy Development Committee” referred to being renamed as the “Culture, Sport and Services to Children and Young People Policy Development Committee”; and all Council documentation be amended accordingly.
  
- 1(c) Approve amendments made to Section 5, Section 6, Section 9, Section 24 and Section 43 of the Council’s Constitution as set out in Annex 3, subject to those amendments detailed in Appendix A attached hereto.
  
- 1(f) That the Group Leaders of the three political parties be entitled to permanently substitute (providing written notice is given to the Proper Officer at least 7 days prior to any substitution taking effect) any respective group member(s) (excluding any Chairman or Vice-Chairman) appointed to any Council Committee, Sub-Committee or other Body in the event of:
  - a. a vacancy occurring; or
  - b. a request being made to the relevant Group Leader by an appointed member to be removed from the membership of a particular Council Committee, Sub-Committee or other Body.”

Councillor G. Alcott sought clarification of when the minutes of the Chairman of the Council’s Civic Committee held on 17 March 2009 would be submitted to Council for information on the basis that the Committee had been disbanded with effect from the Annual Meeting. Members were advised that the Minutes would be submitted to Council in June 2009.

Members also sought clarification with regard to the Health Scrutiny Working Group on the basis that it was understood that the Council at its Annual Meeting would consider the establishment of the Working and determine its membership.

At this point the meeting was adjourned in order that the position could be clarified.

On the meeting being reconvened it was reported that the Scrutiny Committee at it’s meeting on 21 April 2009 had agreed:

“That approval be given to the establishment of a working group to assist the Scrutiny Committee with undertaking the health scrutiny function, with effect from the 2009/10 Municipal Year.”

Members were advised that the Scrutiny Committee on 21 April 2009 had agreed to the establishment of the Working Group and that the membership of the Working Group would be

determined by the Scrutiny Committee at its first meeting of the municipal year.

Members were of the view that the Working Group should meet at the earliest opportunity in order that it could begin its work with assisting the Scrutiny Committee with scrutinising health. It was agreed that Council determine the membership of the Health Scrutiny Working Group, with the Political Group Leaders providing the Chief Executive with the names of those Members to be appointed to the Working Group

RESOLVED:

- (A) That approval be given to the establishment of the Council Committees for the Municipal Year as set out in Annex 1 of the report, subject to the "Children, Young People and Families Policy Development Committee" referred to being renamed as the "Culture, Sport and Services to Children and Young People Policy Development Committee"; and that all Council documentation be amended accordingly.
- (B) That approval be given to the size and political balance calculation of Council Committees as set out in Annex 2 of the report.
- (C) That approval be given to amendments made to Section 5, Section 6, Section 9, Section 24 and Section 43 of the Council's Constitution as set out in Annex 3 of the report, subject to the following additional amendments:
  - (i) Section 24 - Policy Development Committees - Terms of Reference - Paragraph 5 – Frequency of Meetings
    - 5.1 The meetings of the Policy Development Committees will be held generally every three months.
    - 5.2 The Chairman of a Policy Development Committee shall in consultation with the Chief Executive (or anyone duly authorised by him) be entitled, in exceptional circumstances and/or in cases of urgency which cannot reasonably be considered at the next scheduled meeting of that Policy Development Committee, to convene an additional meeting(s) of that Policy Development Committee.
  - (ii) Section 43 - Overview and Scrutiny Procedure Rules and Terms of Reference - Paragraph 3 – Meetings of the Scrutiny Committee
    - 3.1 The meetings of the Scrutiny Committee will be held generally every three months.
    - 3.2 The Chairman of the Scrutiny Committee shall convene additional meetings of the Scrutiny Committee as required to deal with 'call-ins' as referred to in this Section.
    - 3.3 The Chairman of a Scrutiny Committee shall in consultation with the Chief Executive (or anyone duly authorised by him) be entitled, in exceptional circumstances and/or in cases of urgency which cannot reasonably be considered at the next scheduled meeting of the Scrutiny Committee, to

convene an additional meeting(s) of the Scrutiny Committee.

3.4 The meetings of any time-limited panels or working groups will be convened as their work programme requires.

(iii) Section 43 - Scrutiny Committee - Terms of Reference - Paragraph 5 – Frequency of Meetings

5.1 The meetings of the Scrutiny Committee will be held generally every three months.

5.2 The Chairman of the Scrutiny Committee shall convene additional meetings of the Scrutiny Committee as required to deal with 'call-ins' as referred to in this Section.

5.3 The Chairman of a Scrutiny Committee shall in consultation with the Chief Executive (or anyone duly authorised by him) be entitled, in exceptional circumstances and/or in cases of urgency which cannot reasonably be considered at the next scheduled meeting of the Scrutiny Committee, to convene an additional meeting(s) of the Scrutiny Committee.

5.4 The meetings of any time-limited panels or working groups set up by the Scrutiny Committee will be convened as their work programme requires.

- (D) That approval be given to the deletion of Section 7 and 35 from the Council's Constitution.
- (E) That the Chief Executive be authorised to amend the allocation of duties, functions and responsibilities to Directors set out in the Scheme of Delegation as he considers appropriate so as to give effect to the Senior Management Restructure approved by Council on 4 March 2009.
- (F) That approval be given to the appointment of Members to the Health Scrutiny Working Group and that the Political Group Leaders notify the Chief Executive of those Members to be appointed to the Working Group .

## **7. Form and Composition of the Cabinet**

The Leader, Councillor N. K. Stanley notified the Council of the form and composition of the Cabinet and of the lead Cabinet Members for each of the Local Area Agreement (LAA) Service Blocks: -

That the Cabinet be 7 Members and that the following Members be appointed as spokespersons for the respective portfolios to serve on the Cabinet and the LAA Service Blocks: -

Councillor N. K. Stanley                      Leader of the Council

Councillor M.P. Freeman                      Housing Portfolio Leader

Councillor M.R. Grocott	Culture, Sport and Services for Children & Young People Portfolio Leader LAA Children, Young People and Families Block Lead
Councillor D.N. Davies	Access to Education, Skills and Employment Portfolio Leader LAA Access to Education, Skills and Employment Block Lead
Councillor A. Williams	Environmental Sustainability Portfolio Leader LAA Environmental Sustainability Block Lead
Councillor J.F. Jillings	Safe, Strong and Cohesive Communities Portfolio Leader LAA Safe, Strong and Cohesive Communities Block Lead
Councillor Ms. W. Yates	Healthier Communities & Older People Portfolio Leader LAA Healthier Communities & Older People Block Lead

## 8. Leader of the Opposition

The Chairman called upon the Leader of the largest opposition group to confirm the acceptance of office as the Leader of the Opposition.

Councillor D. Thomas confirmed his acceptance of office as Leader of the Opposition.

## 9. Form and Composition of the Shadow Cabinet

The Leader of the Opposition, Councillor D. Thomas notified the Council of the form and composition of the Shadow Cabinet and of the LAA Service Block Shadow Members: -

That the Shadow Cabinet be 7 Members and the following Members be appointed with the respective portfolios to serve on the Shadow Cabinet and LAA Blocks: -

Councillor D. Thomas	Leader of the Opposition
Councillor M.J. Holder	Deputy Leader of the Opposition Access to Education, Skills and Employment Shadow Portfolio Leader LAA Access to Education, Skills and Employment Block
Councillor F.W.C. Allen	Housing Shadow Portfolio Leader
Councillor Mrs. M. A. Davis	Healthier Communities & Older People Shadow Portfolio Leader LAA Healthier Communities Housing and Older People Block
Councillor L.W. Bullock	Safe, Strong and Cohesive Communities Shadow Portfolio Leader LAA Safe, Strong and Cohesive Communities Block
Councillor G. Alcott	Environmental Sustainability Shadow Portfolio Leader LAA Environmental Sustainability Block

Councillor C. Mitchell

Culture, Sport and Services for Children & Young People  
Shadow Portfolio Leader  
LAA Children, Young People and Families Block

**10. Appointment of Members, Chairman and Vice Chairman to the Council's Committees, Sub Committees and Other Bodies**

A schedule setting out the nominations provided by each of the Political Group Leaders for Members to be appointed to the Council's Committees, Sub Committees and Other Bodies, together with nominations for the appointment of Chairman and Vice Chairman was circulated at the meeting.

The Chairman reported that two nominations had been received in respect of the appointment of the Chairman of the Scrutiny Committee; namely Councillors D. Thomas and Mrs. P. Williams.

Following a vote, Councillor Mrs. P. Williams was appointed as Chairman of the Scrutiny Committee for the municipal year.

RESOLVED:

- (A) That the membership and Chairmen and Vice-Chairmen of the Council's Committees, Sub Committees and other bodies for the 2009/10 Municipal Year be as set out on the schedule circulated at the meeting.
- (B) That Councillor Mrs. P. Williams be appointed as Chairman of the Scrutiny Committee for the 2009/10 Municipal Year.

**11. Representatives on Outside Bodies 2009/10**

Consideration was given to a report of the Chief Executive (Enclosure 12.1 – 12.3 of the Official Minutes of the Council).

A schedule detailing the nominations submitted by each of the Political Group Leaders was circulated at the meeting.

The Chairman reported that whilst the majority of nominations to outside bodies could be approved on block, there were a number of bodies which the Council needed to vote upon and that these bodies were highlighted within the schedule.

Councillor Mrs. M. A. Davis moved the following motion, which was seconded:

"That prior to each of the Political Group Leaders submitting their nominations for the appointment of representative to outside bodies at Annual Council Meeting, the Chief Executive provide details of the number of meetings called during the municipal year by outside bodies, together details of the attendance records of those individuals appointed to such bodies."

Following a vote the motion was carried.



Members then determined the appointment of representatives to outside bodies, and following a on each of the nominations requiring determination, it was

RESOLVED:

- (A) That the nominations to Outside Bodies as set out on the schedule circulated at the meeting, be the Council's representatives for the forthcoming municipal year, subject to the Council's representatives on the following bodies being:-

<u>Body</u>	<u>Representatives</u>
Cannock Youth Centre Management Committee	Councillor Mrs. D.J. Bennett Mr. M. Lees
Community Council for Staffordshire	Councillor Mrs. P.A. Ansell
Hopkins & Sneyd Almhouses	Councillor M.R. Grocott
National Association of Councillors	Councillor J.D. Bernard Councillor Mrs. P. Ansell
Rugeley and District Senior Citizens Committee	Councillor Mrs. P. Williams
Staffordshire Playing Fields Association	Councillor C. Mitchell

- (B) That the Chief Executive, in consultation with the Political Group Leaders, be authorised to make additional appointments at any Outside Bodies, as necessary, throughout the municipal year.
- (C) That, in the event of the Political Group Leaders failing to agree on a nomination(s) to an Outside Body (as referred to in (B) above) the appointment be a matter for determination by the Council.
- (D) That, subject to (B) above, the Chief Executive when appointing representatives to Outside Bodies, be authorised to determine which of the appointments should be classed as an 'approved duty' for the purposes of claiming traveling and subsistence expenses.
- (E) That prior to each of the Political Group Leaders submitting their nominations for the appointment of representative to outside bodies at Annual Council Meeting, the Chief Executive provide details of the number of meetings called during the municipal year by outside bodies, together details of the attendance records of those individuals appointed to such bodies.

## 12. Calendar of Meetings 2009/10

Consideration was given to a report of the Chief Executive (Enclosure 13.1 – 13.4 of the Official Minutes of the Council).

The Legal and Democratic Services Manager reported that the Council meeting scheduled for 12 August 2009 would be re-arranged for 26 August 2009 on the basis that it conflicted with the Council's town twinning arrangements.

RESOLVED:

- (A) That the Calendar of Meetings for 2009-10, as shown at Annex 1, be approved subject to the Council meeting scheduled for Wednesday 12 August 2009 at 4.00pm being re-arranged to Wednesday 26 August 2009 at 4.00pm.
- (B) That the Chief Executive in consultation with the Chairman of the Council, the relevant Chairmen of Committees and/or Leader of the Council, be authorised, where appropriate, to convene additional meetings, postpone or cancel meetings as and when required.

### **13. Attendance at Council Meetings – Councillor R.G. Meaden**

Consideration was given to a report of the Chief Executive (Enclosure 14.1 – 14.5 of the Official Minutes of the Council).

RESOLVED:

That the Council accepts that the reason for Councillor R.G. Meaden's non-attendance at Council meetings (for the purpose of Section 85 of the Local Government Act 1972) was due to ill health and that his attendance at Council meetings be reviewed within 6 months from July 2009.

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CHAIRMAN