

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE
CHAIRMAN OF THE COUNCIL'S CIVIC COMMITTEE
FRIDAY, 27 APRIL 2007 AT 4.00 P.M.
IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK
PART 1

PRESENT: Councillors

Bennett, K.L. (Chairman)

Alcott, G.

Stretton, Mrs. P.Z.

Bernard, Mrs. A.F.

Todd, Mrs. D.M

(An apology for absence was received from Councillor G.N. Molineux).

5. 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>
Todd, Mrs. D. M.	Member of Cannock and Datteln Miners Club	Personal

6. Minutes

RESOLVED:

That the Minutes of the meeting held on 9 February, 2007 be approved as a correct record.

7. Cannock and Datteln Miners Club

Councillor Mrs. Todd reported that approximately 50 visitors from Germany would be arriving in the UK on 21 June 2007 and would return to Germany on 27 June 2007. Members would need to consider what arrangements should be made to welcome the visitors to Cannock.

Members discussed various ideas for the welcome which included venues to hold the reception, catering requirements and welcome gifts.

Councillor Mrs. Todd suggested that the visitors from Datteln had indicated that they would prefer a quiet welcome on the Friday evening.

Members agreed that for this year only a special reception would be held as a mark of the 35th year for the Cannock and Datteln town twinning.

Members therefore:-

RESOLVED:

- (A) That a special reception be held for this year only as a mark of the 35th year for the Cannock and Datteln town twinning.
- (B) That Cannock Leisure Centre be approached as an appropriate venue for welcoming the visitors.
- (C) That catering in the form of a buffet style reception be organised for 50 visitors.
- (D) That appropriate token civic gifts be organised for the visiting miners.

8. Chairman's Charity Ball

Consideration was given to the update on the Chairman's Charity Ball (Enclosure 5.1 of the Official Minutes of the Council).

The Executive Assistant reported that in total, £2725 was raised on the evening of the Charity Ball.

RESOLVED:

That the update be noted.

9. Chairman's Hospitality Guidance

Consideration was given to the draft guidance on proposed Chairman's Hospitality Expenditure (Enclosure 6.1 – 6.5 of the Official Minutes of the Council).

The Executive Assistant reported that the Council's Internal Audit department required the Council to have in place guidance on the expenditure throughout the year with regard to Chairman's Hospitality. Therefore, Members were requested to consider and discuss the draft guidance notes, which included details of the projected expenditure during a Chairman's year of office.

Members noted that it was custom practice to make a donation of £25 to each of the Sheltered Housing Schemes and in the event that any of the said schemes close in the future, the share applicable to that scheme should be distributed amongst the remaining schemes.

The Executive Assistant reported that consultations were currently being undertaken by the PR and Marketing Department with regard to changing the style of presentations for Staff Long Service Awards. Members expressed a view that such awards should perhaps take place at a meeting of the Council.

It was reported that the hospitality budget provides for the payment of one subscription to the Association of Civic Heads for the Chairman of the Council for his year in office. However, Councillor Bennett had not received Membership for this year and therefore Members agreed that in the forthcoming year Membership would be paid for the retiring Chairman and also the incoming Chairman.

In respect of the hospitality invitations for the Annual General Meeting Dinner and the Civic Sunday Dinner, Members requested that the current guidance notes be amended to reflect that 'all such invitations are within the discretion of the Chairman'.

RESOLVED:

- (A) That the draft guidance on proposed expenditure be approved as amended.
- (B) That an additional payment from the Chairman's hospitality budget be agreed due to the current Chairman having not had a subscription to the Association of Civic Heads during his term of office.

CHAIRMAN