

CANNOCK CHASE COUNCIL
MINUTES OF THE ANNUAL MEETING OF THE COUNCIL
HELD IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK
AT 4:00 P.M., WEDNESDAY, 23 MAY, 2018

PART 1

PRESENT: Councillors:

Dudson, A. (Chairman)	
Witton, P.T. (Vice-Chairman)	
Adamson, G.	Lea, C.I.
Alcott, G.	Lyons, Miss O.
Allen, F.W.C.	Martin, Mrs. C.E.
Allt, Mrs. A.	Mitchell, Mrs. C.
Bennett, C.	Peake, Mrs. C.L.
Cartwright, Mrs. S.M.	Pearson, A.R.
Cooper, Miss J.	Preece, J.P.T.L.
Crabtree, S.K.	Smith, C.D.
Davis, Mrs. M.A.	Snape, D.J.
Dudson, Miss M.J.	Snape, P.A.
Fisher, P.A.	Startin, P.D.
Foley, D.	Stretton, Mrs P.Z. M.B.E.
Freeman, Miss M.A.	Sutherland, M.
Grice, Mrs. D.	Sutton, Mrs. H.M.
Hoare, M.W.A.	Tait, Ms. L.
Johnson, J.P.	Todd, Mrs. D.M.
Johnson, T.B.	Wilkinson, Ms. C.L.
Kraujalis, J.T.	Woodhead, P.E.

Chairman's Outgoing Remarks

New Members

The Chairman welcomed the newly elected Members to the Council - Councillors Paul Fisher; Phil Hewitt; Olivia Lyons; Paul Startin; and Claire Wilkinson.

Former Members

The Chairman then offered thanks and gratitude to former Members of the Council for their service and dedication to the residents of Cannock Chase and to this Council. An invitation had been sent to each former Councillor to attend the

meeting but, unfortunately not all were able to attend. The Chairman, therefore, asked Members to firstly recognise those who were unable to attend:

- Stephanie Whitehouse, for 4 years service as elected Member for Etching Hill and The Heath; and
- Alan Dean, for 4 years service as elected Member for Heath Hayes East and Wimblebury.

The Chairman then asked the following former Councillors to come forward to receive their certificates of recognition:

- Mick Grocott, who had served as a Councillor for 18 years, as a ward Member for Western Springs.
- Gerald Molineux, who had served as a Councillor for 16 years, as a ward Member for Brereton and Ravenhill.
- Bill Hardman, who had served as a Councillor for 4 years, as a ward Member for Rawsley.

Chairman's Consort

The Chairman advised that during his term of office, he had been supported by his daughter, Michelle, as Consort. He wished to thank her for giving up her precious time to attend many of the events he had accepted invitations to. As a token of his appreciation for her support in his capacity as Chairman of the Council, he asked Michelle to come forward to receive a Past Consort's badge.

The Chairman gave a valedictory speech, saying that it had been a great pleasure over the past twelve months to represent the District of Cannock Chase as Chairman of the Council. It had been a most enjoyable experience and a great opportunity to meet some wonderful people, and it has been an absolute honour to hold this prestigious position, which he would cherish for years to come.

He also wished to take the opportunity thank all of his fellow elected Members and Council Officers for their support over the last twelve months, and to wish the soon to be newly elected Chairman great success in their new role. The Chairman hoped they would enjoy the experience as much as he had.

Chairman's Charities

The Chairman reminded Members that, at the start of his term, he had announced that he would be supporting three organisations and would be fundraising for them over the twelve month period. The organisations chosen were Rugeley Physically Handicapped Association; 1st Brereton Scouts; and 2nd Brereton Brownies. Unfortunately, due to changes within the Brownie Unit, it had not been possible to make contact with them, therefore, he had decided to instead donate a share of the fundraising to 1st Brereton Rainbows.

The Chairman then invited the following representatives to come forward and receive their donations:

- Jenny James from 1st Brereton Rainbows;
- Caroline Hyden from 1st Brereton Scouts.

Youth Endeavour Award

The Chairman advised that the Youth Endeavour Award was to be presented to Jaye Mountford, who had been nominated by Sue Merriman in recognition of the time she had spent over the last 5 years helping her local Brownie Unit, 10th Rugeley Brownies. The support Jaye had given and received from others had allowed her to grow from a quiet and shy girl in to a strong and confident young person.

Jaye had also been following a Young Leaders programme and had recently successfully completed all modules. She had been credited for being the biggest help in the Unit, and always gave great commitment and input to helping other young girls. She was always prepared to get stuck in to tasks and had much input and ideas in to the programme planning for the Brownie Unit. Jaye had shown herself keen to engage with children and to encourage them to become confident and to teach them invaluable life long skills. She was a shining role model to those around her.

The Chairman invited all Members in the Chamber to join him in wishing Jaye all the luck for her future endeavours, in particular her GCSE's, and he hoped that her desire to inspire other young people continued for a long time.

The Chairman then invited Jaye to come forward and collect her award.

4. Apologies

Apologies for absence were submitted for Councillors J.L. Bowater; M.S. Buttery; and P.M. Hewitt.

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

No other Declarations of Interests were made in addition to those already confirmed by Members in the Register of Members' Interests.

6. Election of Chairman of the Council

Councillor J.P.T.L. Preece nominated Councillor P.T. Witton, to be the Chairman of the Council, which was seconded by Councillor A.R. Pearson.

RESOLVED:

That Councillor P.T. Witton, be elected Chairman of the Council to hold office for the ensuing Municipal year.

Councillor P.T. Witton thereupon read and signed the Acceptance of Office and was invested with the badge of office by the outgoing Chairman, to whom he presented a Past Chairman's badge.

The Past Chairman was thanked for his fair and impartial chairing of meetings over the preceding Municipal year, and he then excused himself from the remainder of the meeting.

Councillor Witton, the newly appointed Chairman, thanked Members for electing him to office and took the Chair.

(Councillor P.T. Witton in the Chair)

7. Election of Vice-Chairman of the Council

Councillor J.P.T.L. Preece nominated Councillor Mrs. P.Z. Stretton, M.B.E., to be Vice-Chairman of the Council, which was seconded by Councillor Mrs. S.M. Cartwright.

RESOLVED:

That Councillor Mrs. P.Z. Stretton, M.B.E., be appointed Vice-Chairman of the Council to hold office for the ensuing Municipal year.

(Councillor Mrs. P.Z. Stretton, M.B.E., thereupon declared and signed the Acceptance of Office and was invested with the badge of office.)

8. Minutes

RESOLVED:

That the Minutes of the meeting held on 11 April, 2018, be approved as a correct record and signed.

9. Chairman's Announcements and Correspondence

(i) Chairman's Charity Collection

The Chairman advised that a charity collection box was circulating for Members to make a donation to support his chosen charities, which were to be St. Giles Hospice and the Air Ambulance service..

At the meeting held on 11 April, 2018 a total of £52.00 was received.

(ii) Civic Service

The Chairman informed Members that his Civic Service and Reception was to be held on Sunday 15th July at St. Luke's Church, Cannock.

An invitation and further details of the occasion would be sent to Members in due course.

(iii) Armed Forces Day

The Chairman advised that the Council would be hosting a small flag raising ceremony on Monday, 25 June at 10:30 a.m. at the front of the Civic Building, with light refreshments to follow in the Chairman's Room.

(iv) Group Photo

The Chairman requested that all Members stayed behind in the Chamber at the conclusion of the meeting in order that photographs could be taken.

10. Election of Leader of the Council

Councillor Mrs. C. Mitchell nominated Councillor G. Adamson to be the Leader of the Council, which was seconded by Councillor A.R. Pearson.

RESOLVED:

That Councillor G. Adamson be elected Leader of the Council to hold office in accordance with the Constitution.

(Councillor G. Adamson thereupon declared and signed the Acceptance of Office.)

11. Form and Composition of the Cabinet

The Leader of the Council, Councillor G. Adamson, notified the Council of the form and composition of the Cabinet:

Cllr. G. Adamson	Leader of the Council
Cllr. G. Alcott	Deputy Leader of the Council and Economic Development and Planning Portfolio Leader
Cllr. J.T. Kraujalis	Corporate Improvement Portfolio Leader
Cllr. C. Bennett	Crime and Partnerships Portfolio Leader
Cllr. Mrs. C. Mitchell	Culture and Sport Portfolio Leader
Cllr. J.P.T.L. Preece	Environment Portfolio Leader
Cllr. Mrs. C.E. Martin	Health and Wellbeing Portfolio Leader
Cllr. A.R. Pearson	Housing Portfolio Leader
Cllr. Mrs. D.M. Todd	Town Centre Regeneration Portfolio Leader

The Leader then reported on a number of key issues/projects from 2017-18 and forward into 2018-19 and beyond, including:

- Mill Green Designer Outlet Village.
- Successful delivery of new social housing.
- The 5's all weather football facility in Hednesford, in conjunction with Inspiring Healthy Lifestyles (formerly Wigan Leisure and Culture Trust).
- New cemetery facility on the Cannock side of the Chase.
- Former Stadium site.

12. 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 P.A. Snape (Conservative) confirmed his acceptance of office as Leader of the Opposition.

13. Form and Composition of the Shadow Cabinet

The Leader of the Opposition, Councillor P.A. Snape, notified the Council of the form and composition of the Shadow Cabinet:

Cllr. P.A. Snape	Leader of the Opposition
Cllr. M. Sutherland	Deputy Leader of the Opposition and Economic Development and Planning Shadow Portfolio Leader
Cllr. Mrs. H.M. Sutton	Corporate Improvement Shadow Portfolio Leader
Cllr. D.J. Snape	Crime and Partnerships Shadow Portfolio Leader
Cllr. M.S. Buttery	Culture and Sport Shadow Portfolio Leader
Cllr. J.P. Johnson	Environment Shadow Portfolio Leader
Cllr. C.D. Smith	Health and Wellbeing Shadow Portfolio Leader
Cllr. C.I. Lea	Housing Shadow Portfolio Leader
Cllr. M.W.A. Hoare	Town Centre Regeneration Shadow Portfolio Leader

14. Allocation of Seats to Political Groups to Committees and Other Bodies

Consideration was given to the Report of the Managing Director (Item 11.1 – 11.4 of the Official Minutes of the Council).

RESOLVED:

That the allocation of seats to the different Political Groups to the Council's Committees and Other Bodies as set out in Appendix 1 (as amended) to the report be confirmed.

15. Appointment of Members, Chairmen and Vice-Chairmen to the Council's Committees, Sub-Committees and Other Bodies 2018-19

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 (Item 12.1 – 12.6 of the Official Minutes of the Council) was moved by the Leader of the Council.

(NB The Leader of the Opposition withdrew his Group's nominations for the Vice Chairs of the non-Scrutiny Committees, so these were uncontested.)

RESOLVED:

That:

- (A) The membership of the Council's Committees, Sub-Committees and Other Bodies for the 2018-19 municipal year, as set out in the schedule, be agreed.

- (B) The Chairmen and Vice-Chairmen of the Council's Committees, Sub-Committees and Other Bodies for the 2018-19 municipal year, as set out in the schedule, be agreed.

16. Representatives on Outside Bodies 2018-19

Consideration was given to the Report of the Managing Director (Item 12.1 – 12.4 of the Official Minutes of the Council).

A schedule of outside bodies, together with the nominations received by each of the Political Groups, was circulated at the meeting.

Members agreed to suspend Rule 15(8) of the Council Procedure Rules for voting purposes, and then determined the appointment of representatives to outside bodies. Following a vote on each of the nominations requiring determination, it was

RESOLVED:

That:

- (A) The Council's representatives on the following Outside Bodies, as detailed in the schedule circulated at the meeting, for the 2018-19 Municipal Year, or as indicated, be:

<u>Outside body</u>	<u>Representative(s)</u>	
	<u>Councillor(s)</u>	<u>Other</u>
Beaudesert Sports Field and Recreation Ground Charity Management Committee (1)	Deferred for consideration at next Council meeting	
Cannock Advice Centre (3)	Adamson, G. (L) Cartwright, Mrs. S. (L) Tait, Ms. L (L)	
Cannock Bowling Green Trust (4)	Adamson, G. (L) Johnson, T. (L) Kraujalis, J.T. (L) Sutton, Mrs. H.M. (C)	
Cannock Chase Arts Council (3)	Adamson, G. (L) Crabtree, S. (G) Mitchell, Mrs. C. (L)	
Cannock Wood and Gentleshaw Village Hall Management Committee (1)	Lyons, Miss. O. (C)	
Charity for the Provision of Allotments for the Labouring Poor of the Ancient Parish of Rugeley (3)	Bennett, C. (L) Foley, D. (L) Grice, Mrs. D. (L)	
Chase Sports Council (6)	Buttery, M. (C) Cooper, Ms. J. (L) Johnson, T. (L) Mitchell, C. (L) Preece, J. (L) Snape, P.A. (C)	
Chetwynd Charity (2)	Bennett, C. (L) Dudson, A. (L)	
Community Council of Staffordshire (Councillor or Officer) (1)	Sutherland, M. (C)	

Etching Hill Village Hall Committee (1)	Johnson, J.P. (C)	
Greater Birmingham and Solihull LEP Joint Scrutiny Committee (1)	Johnson, T. (L)	
Greater Birmingham and Solihull LEP Joint Scrutiny Committee - Substitute Member (1)	Cooper, Miss J. (L)	
Landor Society (2)	Bennett, C. (L) Foley, D. (L)	
Longdon (Colton) Almshouses (1)	Bowater, J. (C)	
National Association of Councillors (2)	Deferred for consideration at next Council meeting, pending further information re. NAC	
Norton Canes Community Centre (1)	Preece, J.P.T.L. (L)	
Poplars Landfill Site Liaison Committee (7)	Davis, Mrs. M.A. (L) Hoare, M.W.A. (C) Kraujalis, J.T. (L) Snape, D.J. (C) Stretton, Mrs. P.Z. (L) Sutherland, M. (C) Witton, P. (L)	
Rugeley Physically Handicapped Association (1)	Allt, Mrs. A. (C)	
Shoal Hill Common Joint Committee (Must be Councillors) (2)	Kraujalis, J.T. (L) Tait, Ms. L. (L)	
Slitting Mill Village Hall Committee (1)	Dudson, A. (L)	
Staffordshire County Council – Healthy Staffordshire Select Committee – Co-opted Member (1)	Cooper, Ms. J. (L)	
Staffordshire County Council – Corporate Parenting Panel (1)	Pearson, A. (L)	
Staffordshire Playing Fields Association (2: 1 appointed by Council; 1 appointed by Cabinet)	Buttery, M. (C)	
West Midlands Combined Authority (voting non-constituent Member) (1)	Adamson, G. (L)	
West Midlands Combined Authority (voting non-constituent Member) – Substitute Member 1 (1)	Alcott, G. (L)	
West Midlands Combined Authority (voting non-constituent Member) – Substitute Member 2 (1)	Kraujalis, J.T. (L)	
West Midlands Combined Authority Overview & Scrutiny Committee (voting Member) (1)	Preece, J.P.T.L. (L)	
West Midlands Combined Authority Overview & Scrutiny Committee (voting Member) – Substitute Member (1)	Johnson, T. (L)	
West Midlands Combined Authority – Audit, Risk & Assurance Committee (1)	Kraujalis, J.T. (L)	
West Midlands Combined Authority – Audit, Risk & Assurance Committee – Substitute Member (1)	Lea, C. (C)	

- (B) The Managing Director, in consultation with the Political Group Leaders, be authorised to make additional appointments and amendments, to any new or existing outside bodies, as necessary, throughout the municipal year.
- (C) 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) Subject to (B) above, the Managing Director 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 travelling and subsistence expenses.

17. Recommendations Referred from Cabinet, Committees etc.

Consideration was given to the following recommendations to Council considered by Cabinet at its meeting held on 19 April, 2018, in respect of:

Corporate Plan and Priority Delivery Plans (Draft Minute No. 100) (The Corporate Improvement Portfolio Leader moved the recommendation)

“That:

- (A) The Corporate Plan 2018-23 be adopted and approved for publication, together with the Priority Delivery Plans for the 2018-19 financial year, as detailed in Appendices 1, 2 and 3 of the 19 April, 2018 Cabinet report.
- (B) The existing structure of four Scrutiny Committees be retained, but revised terms of reference be agreed for each Committee (a document detailing revised titles and terms of reference was circulated at the start of the meeting – Item 14.1 – 14.5 of the Official Minutes of the Council).

Safeguarding Children and Adults at Risk of Abuse or Neglect Policy and Procedure (Draft Minute No. 104) (The Crime and Partnerships Portfolio Leader spoke to and moved the recommendation)

“That the Safeguarding Children and Adults at Risk of Abuse or Neglect Policy and Procedure, as detailed in Appendix 1 of the 19 April, 2018 Cabinet report, be adopted.”

RESOLVED:

Corporate Plan and Priority Delivery Plans (Draft Minute No. 100)

That:

- (A) The Corporate Plan 2018-23 be adopted and approved for publication, together with the Priority Delivery Plans for the 2018-19 financial year, as detailed in Appendices 1, 2 and 3 of the 19 April, 2018 Cabinet report.
- (B) The existing structure of four Scrutiny Committees be retained, with revised titles and terms of reference agreed for each Committee as per the document circulated at the start of the meeting to take effect immediately.

Safeguarding Children and Adults at Risk of Abuse or Neglect Policy and Procedure (Draft Minute No. 104)

That the Safeguarding Children and Adults at Risk of Abuse or Neglect Policy and

Procedure, as detailed in Appendix 1 of the 19 April, 2018 Cabinet report, be adopted.

18. Review of the Members' Allowances Scheme

Consideration was given to the Report of the Monitoring Officer (Item 15.1 – 15.82 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The length of the revised Members' Allowances Scheme be set at 3 years (April, 2018 to March, 2021).
- (B) The Basic Allowance, Special Responsibility Allowances and Civic Allowances be increased by 2% in 2018/19 and index linked to percentage changes in NJC Officer pay rates for 2019/20 and 2020/21.
- (C) Travel and Subsistence Allowances continue to be index linked to the rates which can be claimed by Officers.
- (D) The Carers' Allowance be set at the National Living Wage rate applicable for each year the Scheme is in force.
- (E) The Communications Allowance continue to be paid at £400 per year (£33.33 per month).
- (F) The Special Responsibility Allowance for the Chairmen of Scrutiny Committees' be increased to £2,000 per Chairman (and the increases agreed in (B) above, also be applied).
- (G) A Special Responsibility Allowance be re-introduced for members of the Shadow Cabinet, set at £1,200 per member (and the increases agreed in (B) above, also be applied).

The meeting closed at 5.40 p.m.

CHAIRMAN