

HARBOROUGH DISTRICT COUNCIL
MINUTES OF THE ANNUAL MEETING OF COUNCIL

Held at Harborough Market,
Northampton Road, Market Harborough

20th May 2019

commencing at 6:30 p.m.

Present:

Councillor Bowles (outgoing Chairman)

Councillor Johnson (incoming Chairman)

Councillors: Mrs Ackerley, Bannister, Bateman, Beadle, Bilbie, Dr Bremner, Mrs Burrell, Champion,
Dann, Dunton, Elliott, Fosker, Golding, Graves, Hallam, Hollick, James, King, Knowles, Liquorish,
Mahal, McHugo, Modha, Nunn, Mrs Page, Rickman, Mrs Robinson, Sarfas,
Mrs Simpson and Whelband

Officers: D. Atkinson, S. Hamilton, A. Hawkins, M. Perris, N. Proudfoot, S. Riley and V. Wenham

An apology for absence was received from Councillors Frenchman, Galton and Mrs Wood

1. TABLED DOCUMENTS

The following documents were tabled at the Meeting:

- (i) Committees and Membership (Conservative)
- (ii) Committees and Membership (Liberal Democrat)
- (iii) Committees and Membership (Labour)
- (iv) A revised officer's report on the Appointment of Representatives on Outside Bodies
- (v) An amended version of the Annual Report of the Chairman of the Scrutiny Commission 2018/19

2. ELECTION OF CHAIRMAN FOR THE 2019/20 YEAR

Nominations were invited for the election of Chairman of the Council for the ensuing year.

Councillor Johnson was nominated by Councillor King and seconded by Councillor Knowles. There being no other nominations, it was

RESOLVED that: Councillor Johnson be elected Chairman of the Council for the 2019/20 year.

3. INVESTITURE OF CHAIRMAN AND DECLARATION OF ACCEPTANCE OF OFFICE

Councillor Johnson was invested by the retiring Chairman with the Chain of Office. She then made and subscribed to the Statutory Declaration of Office and thanked Members for her appointment.

Councillor Johnson took the Chair.

4. VOTE OF THANKS TO RETIRING CHAIRMAN

Councillor King proposed a vote of thanks to Councillor Bowles, the outgoing Chairman of the Council, for her work and service to the District during her year in office. The ex-Chairman's consorts, Mr Kevin Cooper and Mrs Clare Garner, were presented with gifts.

Councillor Knowles also extended his thanks to Councillor Bowles and congratulated the new Chairman on her election.

5. RESPONSE BY RETIRING CHAIRMAN

Councillor Bowles thanked her consort, the Vice-Chairman and her PA for their support during her year in office. She drew attention to a selection of the 135 engagements which she and the Vice Chairman, Councillor Evans, had attended, including commemorating the end of World War I, with events in Foxton, Husbands Bosworth and Great Bowden; Remembrance Sunday and the benches and soldier silhouettes which are across the District. The Chairman gave special thanks to the Rev. John Morley and Pat Middleton from the Royal British Legion who had made her and her consort so welcome at the various events.

A special event had been organised for the family of a World War II fallen soldier, Private Coleman, who had not been listed on the Memorial Gates.

A further centenary to mark women getting the vote, with both a celebratory lunch held at Harborough District Council together with the commissioning of a piece of art was commissioned for the Council's Customer Service area, which was unveiled in December 2018.

A wide variety of events had been attended including fetes, a Classic Car Show, Good Food festivals, Harborough by the Sea, Christmas light switch-on, a very moving the Carol Service, numerous dinners and competition judging as well as inviting school children to the Council Chamber to hold a mock Council meeting on the subject of their choice.

The Chairman extended thanks to her Chaplains, Kevin and Clare, Officers and staff, including Beth Murgatroyd, Beverley Burt and Sarah Hamilton for all their support, with her main thanks going to Jackie Robinson for all of her help and support.

Finally, she announced that over £3,000 had been raised during the year for her nominated charity, Dementia Harborough and presented a cheque for £3,069.00 to the Chairman of the Charity.

6. APPOINTMENT OF VICE-CHAIRMAN FOR THE 2019/20 YEAR

Councillor Stephen Bilbie was nominated by Councillor King and seconded by Councillor Hallam.

There being no other nominations, it was

RESOLVED that: Councillor Bilbie be appointed Vice-Chairman of the Council for the 2019/20 year.

7. INVESTITURE OF VICE-CHAIRMAN AND DECLARATION OF ACCEPTANCE OF OFFICE

Councillor Bilbie was invested with the Vice-Chairman's Chain of Office. He then made and subscribed to the Statutory Declaration of Office and thanked Members for his appointment.

8. APPROVAL OF THE MINUTES OF THE ANNUAL MEETING OF COUNCIL ON 21 MAY 2018

It was moved by Councillor King, seconded by Councillor Hallam and

RESOLVED that: the Minutes of the Annual Meeting of Council held on the 21st May 2018 be received and adopted.

9. CHAIRMAN'S ANNOUNCEMENTS

The Chairman congratulated Councillor Bilbie on his appointment as Vice-Chairman of the Council and announced that:

- her chaplain duties for the year would be performed by the Rev. James Pickersgill, Team Vicar at St. Dionysius, Rev. Andrew Murphy, Minister Market Harborough Methodist Church and Rev Jack Wixon, Associate Priest for All Saints, Lubenham.
- the Civic Carol Service would be at St Dionysius, Market Harborough on Wednesday 11th December 2019.
- the Council would raise the Armed Forces Flag at a ceremony on Monday 24th June 2019, to which all are invited.
- any monies raised from civic events would be donated to a local autism charity Spectrum LAS, which is a parent support group for children and young people and adults on the Autism Spectrum.

10. ELECTION OF THE LEADER OF THE EXECUTIVE FOR THE YEARS 2019-2023

Councillor King was nominated by Councillor Hallam and seconded by Councillor Bannister. There being no further nominations it was

RESOLVED that Councillor King be elected Leader of the Executive for the years 2019-2023

Councillor Bannister asked that his thanks be placed on record to the Council for their support in the time that he was Leader and he was proud of what had been achieved when he led the Council. He wished Councillor King every success as Leader.

The newly elected Leader thanked a number of people including; Councillor Bannister for this kind words and for his stewardship as Leader including all of the work that he undertook in regard to the World War I and Votes for Women Commemorations and the signing of the Motor Neurone Disease Charter, the Conservative Group, his family. In addition he congratulated the Councillors who had been elected in the recent election.

The new Leader announced that he would be appointing Portfolio Holders to the Executive as follows:

Councillor Hallam:	Deputy Leader	Finance Portfolio
Councillor Nunn:	Wellbeing Portfolio	
Councillor Bateman:	Regulatory Portfolio	
Councillor Dann:	Corporate Portfolio	
Councillor Rickman	Communities Portfolio	
Councillor King:	Strategy Portfolio	

The Leader also announced that the Executive nomenclature would be changing to Cabinet, as residents, stakeholders and other Authorities understand the term Cabinet and its remit and function more clearly than 'Executive'.

The Leader also announced that Jackie Robinson, PA to the Chairman, would be retiring on the 24th May 2019, who has been a tremendous servant of both Harborough District Council and a large number of Chairmen, Past Chairmen and Councillors. The Chairman added that she endorsed the comments regarding Jackie and has benefited from her help.

Councillor Knowles offered his congratulations to Councillor King as the new Leader and commented that the Liberal Democrats would be a constructive opposition.

11. ROTA OF MEETINGS FOR THE 2019/20 YEAR

Members received and considered the draft rota of Meetings for the 2019/20 year. Councillor King proposed an amendment to the Resolution so that the Rota of Meetings be for a period of 13 months, i.e. until end of June 2020. He also proposed a second amendment that an updated Rota of Meetings be brought to the November 2019 Council Meeting, covering a further 13 month period, to establish a system of a "rolling Rota of Meetings".

The Head of Legal and Democratic Services (Head of LDS) clarified that Annual Council is the only meeting that can approve the Rota of the Meetings for the year, however a report can be brought to the Council Meeting in November 2019 detailing an indicative rota for the subsequent six months, which could then be endorsed at the Annual Council meeting in May 2020. The Head of LDS confirmed that the amendment to produce a 13 month Rota of Meetings was acceptable.

Councillor Graves supported the proposal to provide meeting dates as early as possible.

It was moved by Councillor King, seconded by Councillor Hallam and

RESOLVED that:

- (i) The Rota of Meetings, May 2019 – July 2020 be adopted and implemented.
- (ii) An indicative calendar for the period July 2020 – November 2020 be provided to the November Council meeting and endorsed at the Annual Council meeting in May 2020.

12. ALLOCATION OF SEATS TO POLITICAL GROUPS FOR THE 2019/20 YEAR

It was moved by Councillor King, seconded by Councillor Hallam and

RESOLVED that the Committee allocations made in line with the overall political balance of Harborough District Council for the 2019/20 year be received and noted.

13. APPOINTMENT OF THE SCRUTINY COMMISSION, SCRUTINY PANELS, ETHICAL GOVERNANCE COMMITTEE AND OTHER SUCH COMMITTEES FOR THE 2019/20 YEAR

It was moved by Councillor King, seconded by Councillor Whelband and

RESOLVED that the membership of the Scrutiny Commission, Scrutiny Panels, Ethical Governance Committee and other committees be agreed as set out in Appendix A to these minutes.

14. APPOINTMENT OF THE CHAIRMAN OF THE SCRUTINY COMMISSION

Councillor Mrs Page was nominated by Councillor King and seconded by Councillor Hallam. There being no other nominations, it was

RESOLVED that Councillor Mrs Page be appointed Chairman of the Scrutiny Commission for the 2019/20 year.

15. SCHEME OF DELEGATIONS

Members considered a report relating to the scheme of delegation for Council functions. It was moved by Councillor King, seconded by Councillor and

RESOLVED that the scheme of delegation set out in Section B of Part 3 of the Council's Constitution (attached as Appendix A to the report) be agreed for the 2019/20 year.

16. APPOINTMENTS OF REPRESENTATIVES ON OUTSIDE BODIES

Members considered the revised report relating to the Appointments to Outside Bodies, which confirmed the Portfolio Holders and name of the Portfolios.

Councillor Dunton queried why Council representatives on The Market Harborough and Bowden's Charity were never called to meetings and are unaware of outcomes from the Charity, given that Councillor representation is detailed in the Charity's Constitution.

Councillor King provided a response to the question in that approximately six years ago the Council had representatives on the Charity, however the Charity had submitted a proposal to the Charity Commission to remove the Councillor representative from the Charity. Following a consultation the Council's representation was reduced, and it was agreed that the Council would be represented solely by a Chief Executive / Officer.

It was agreed that the Head of Legal and Democratic Services would provide a response to Councillor Dunton.

It was moved by Councillor King, seconded by Councillor Whelband and

RESOLVED that:

- i) those representing the Council on outside bodies over the past year be thanked for their work on behalf of the Council;
- ii) nominations to the vacancies on Outside Bodies (which are not Executive appointments) be considered and appointments made; and
- iii) in the absence of nominations, the Joint Chief Executive (BJ) be given delegated authority to fill the vacancies in consultation with the Political Group Leaders.

17. ANNUAL REPORT OF THE CHAIRMAN OF THE SCRUTINY COMMISSION

I am pleased to say that I am looking back on very busy year for Scrutiny, when we have often had a challenging, but welcome, workload.

Topics covered:

The Scrutiny Commission, together with the Communities and Performance Panels have covered a very wide variety of topics during the course of the year, including:

- Community Safety Partnership Annual Review
- The operation of The Symington Building
- Effectiveness of the Local Enforcement Plan
- The Capital Strategy
- The Smarter Services Programme Strategy
- Assets of Community Value – policy update
- Charities and Voluntary Organisations
- Registered Housing Providers
- Health and Wellbeing Commissioning
- S106 Planning Obligations
- Lightbulb Update
- Empty Property Update
- Neighbourhood Planning Update
- Harborough Lotto Update

Presentations:

In addition to the usual reports, Scrutiny Members have received several presentations, including updates on Lightbulb and the Harborough Lottery, both of which formed the basis for a detailed debate.

Email circulation of updates:

To make more efficient use of Scrutiny time, two regular reports (S106 Planning Obligations and the Partnership Register), which would in the past have been brought as reports to Scrutiny meetings, are now to be circulated as email updates. This frees up more time for consideration of other items.

Meeting size, attendance and timing

The main change within the year has been the reduction in the number of Scrutiny Commission meetings from four to two each year. The change, which was allowed within the existing terms of the Constitution, addressed the fact that some meetings of the Commission were considering only one item of business – the agreement of the Scrutiny Workplan. Going forward the Workplan will be set at the September and June meetings, with the Chairman of the Scrutiny Commission making any changes that are required in between. The change in the frequency of Commission meetings was agreed in September, so that no meeting was held in December 2018. As Members will have noticed, the draft rota of meetings includes two regular Scrutiny Commission meetings each year, with a further two dates reserved in case additional meetings need to be arranged.

Attendance at Scrutiny meetings has been 80% over the year, compared with 86% in 2017/18. The breakdown for the individual groups over the past two years is:

	2017/18				2018/19			
Scrutiny Cycle	1	2	3	4	1	2	3	4
Commission	80%	80%	100%	90%	90%	80%	100%	N/A
Performance	86%	100%	57%	86%	57%	71%	64%	71%
Communities	100%	86%	86%	86%	100%	71%	86%	86%
Overall	86%				80%			

It is regrettable that there has been a slight reduction in levels of attendance and I trust that it will be possible to improve attendance over the next twelve months. However, attendance overall has still been high and the figures indicate that the current size of Panel and of the Commission continues to deliver savings in cost, especially when the reduction in the number of Scrutiny Commission meetings is taken into account.

The inclusion of Scrutiny meetings within one-month cycles has once again worked well and has allowed flexibility in allocating the workload between Scrutiny Panels and the Commission.

Finally, I would like to thank everyone for their input into another rewarding and successful year for Scrutiny, and in particular thanks to George Keeping.

18. URGENT MATTERS

There were none.

The meeting closed at 7.27 p.m.

APPENDIX A

Council - 20 May 2019

Appointment of Councilors to fill vacancies on Committees

Scrutiny Commission:

1. Cllr Mrs Ackerley
2. Cllr Bilbie
3. Cllr Bremner
4. Cllr Champion
5. Cllr Elliott
6. Cllr Golding
7. Cllr Johnson
8. Cllr Knowles
9. Cllr Mrs Page (Commissioner)
10. Cllr Whelband

Communities Scrutiny Panel:

1. Cllr Mrs Ackerley (chair)
2. Cllr Fosker
3. Cllr Frenchman
4. Cllr McHugo
5. Cllr Mrs Robinson
6. Cllr Mrs Simpson
7. Cllr Whelband

Performance Scrutiny Panel:

1. Cllr Bannister
2. Cllr Graves
3. Cllr Hollick
4. Cllr Knowles
5. Cllr Mahal
6. Cllr Modha (chair)
7. Cllr Mrs Wood

Planning:

1. Cllr Mrs Ackerley
2. Cllr Bremner
3. Cllr Mrs Burrell
4. Cllr Champion (chair)
5. Cllr Frenchman
6. Cllr Galton
7. Cllr James
8. Cllr Liquorish
9. Cllr Modha (vice chair)

Ethical Governance:

1. Cllr Bannister (chair)
2. Cllr Bateman (member of the Executive)
3. Cllr Bilbie
4. Cllr Dunton
5. Cllr James
6. Cllr Whelband
7. Cllr Mrs Wood (vice chair)

Licensing and Regulatory:

1. Cllr Beadle
2. Cllr Bilbie (chair)
3. Cllr Mrs Burrell
4. Cllr Dunton
5. Cllr Elliott
6. Cllr Frenchman
7. Cllr Hollick
8. Cllr Liquorish
9. Cllr McHugo
10. Cllr Mrs Robinson (vice chair)
11. Cllr Sarfas
12. Cllr Mrs Wood

Constitutional Review:

1. Cllr Johnson
2. Cllr King (chair)
3. Cllr McHugo
4. Cllr Modha
5. Cllr Rickman (vice chair)
6. Cllr Mrs Robinson
7. Cllr Mrs Simpson

Governance and Audit:

1. Cllr Bannister
2. Cllr Bremner (chair)
3. Cllr Golding
4. Cllr Graves
5. Cllr Mahal
6. Cllr Sarfas
7. Cllr Whelband

Investigating & Disciplinary Committee

1. Cllr Mrs Ackerley
2. Cllr Dann
3. Cllr Dunton
4. Cllr Hallam
5. Cllr James

Appeals Committee

1. Cllr Fosker
2. Cllr Graves
3. Cllr King
4. Cllr Bremner
5. Cllr Mrs Page