

HARBOROUGH DISTRICT COUNCIL
MINUTES OF THE ANNUAL MEETING OF COUNCIL
Held at the Council Chamber, The Symington Building,
Adam & Eve Street, Market Harborough
21st May 2018
commencing at 6:30 p.m.

Present:

Councillor Spendlove-Mason (outgoing Chairman)

Councillor Bowles (incoming Chairman)

Councillors: Mrs Ackerley, Bannister, Bateman, Mrs Beesley-Reynolds, Bilbie, Brodrick, Mrs Burrell, Champion, Dann, Dunton, Elliott, Evans, Galton, Graves, Hadkiss, Hall, Hallam, Dr Hill, Holyoak, Johnson, King, Knowles, Liquorish, Modha, Nunn, Mrs Page, Pain, Rickman, Mrs Robinson, Mrs Simpson, Tomlin & Mrs Wood.

Officers: S. Hamilton, N. Proudfoot, S. Riley and V. Wenham

An apology for absence was received from Councillor Chapman

1. TABLED DOCUMENTS

The following documents were tabled at the Meeting:

- (i) Committees and Membership (Conservative)
- (ii) Committees and Membership (Liberal Democrat)
- (iii) Annual Report of the Leader of the Executive
- (iv) An officer's report on the Appointment of Representatives on Outside Bodies

2. ELECTION OF CHAIRMAN FOR THE 2018/19 YEAR

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

Councillor Bowles was nominated by Councillor Bannister and seconded by Councillor Champion. There being no other nominations, it was

RESOLVED that: Councillor Bowles be elected Chairman of the Council for the 2018/19 year.

3. INVESTITURE OF CHAIRMAN AND DECLARATION OF ACCEPTANCE OF OFFICE

Councillor Bowles 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 Bowles took the Chair.

4. VOTE OF THANKS TO RETIRING CHAIRMAN

Councillor Bannister proposed a vote of thanks to Councillor Spendlove-Mason, the outgoing Chairman of the Council, for his work and service to the District during his year in office. The proposal was seconded by Councillor Hallam. The ex-Chairman's consort, Mrs Spendlove-Mason, was presented with a gift.

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

5. RESPONSE BY RETIRING CHAIRMAN

Councillor Spendlove-Mason thanked his consort, the Vice-Chairman and his PA for their support during his year in office. He drew attention to a selection from over a hundred engagements that he had attended as Chairman, including the Council's STARS Awards for staff, the De Montfort Gospel Choir performing in Leicester Cathedral, starting (and participating in) the 5km Park Run in Welland Park, the launch of the Poppy Appeal in the Square in Market Harborough, the installation of the High Sheriff, judging the Christmas decorations at Foxton Locks and being introduced to the Duke of Gloucester at the official opening of the new Kibworth Health Centre.

Finally, he announced that over £2200 had been raised during the year for his nominated charity, the VASL Young Carers Group.

6. APPOINTMENT OF VICE-CHAIRMAN FOR THE 2018/19 YEAR

Nominations were invited for the appointment of the Vice-Chairman of the Council; two nominations were received:

- Councillor Evans, nominated by Councillor Bannister and seconded by Councillor Nunn.
- Councillor Johnson, nominated by Councillor Knowles and seconded by Councillor Dr Hill

Voting in favour of the nominations was as follows:

- Cllr Evans: 26
- Cllr Johnson: 8

It was therefore:

RESOLVED that: Councillor Evans be appointed Vice-Chairman of the Council for the 2018/19 year.

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

Councillor Evans 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 22 MAY 2017

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

RESOLVED that: the Minutes of the Annual Meeting of Council held on the 22nd May 2017 be received and adopted.

9. CHAIRMAN'S ANNOUNCEMENTS

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

- her chaplain duties for the year would be performed by the Harborough Anglican Team

- the Civic Carol Service would be at St Dionysius, Market Harborough on Sunday 9th December 2018 at 6 p.m.
- a event for her chosen charity would be held during the year at Little Stretton
- a lunch would be held to commemorate the hundredth anniversary of women obtaining The Vote and any money raised would be donated to a local women's charity
- the Council would raise the Armed Forces Flag at a ceremony on Monday 25th June
- any monies raised from civic events would be donated to local charities across the Harborough District supporting dementia.

10. DECLARATIONS OF MEMBERS' INTERESTS

None were received.

11. ROTA OF MEETING FOR THE 2018/19 YEAR

Members received and considered the draft rota of Meetings for the 2018/19 year.

It was moved by Councillor Bannister, seconded by Councillor Hadkiss and

RESOLVED that: the Rota of Meetings, May 2018 – May 2019 be adopted and implemented.

Councillor Bannister stated that he hoped that next year's Annual Council would be able to consider a rota of meetings covering two years.

12. ALLOCATION OF SEATS TO POLITICAL GROUPS FOR THE 2018/19 YEAR

It was moved by Councillor Nunn, seconded by Councillor Bannister and

RESOLVED that the Committee allocations made in line with the overall political balance of Harborough District Council for the 2018/19 year be received and noted.

13. APPOINTMENT OF THE SCRUTINY COMMISSION, SCRUTINY PANELS, ETHICAL GOVERNANCE COMMITTEE AND OTHER SUCH COMMITTEES FOR THE 2018/19 YEAR

It was moved by Councillor Nunn, seconded by Councillor Bannister 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

Nominations were invited for the election of the Chairman of the Scrutiny Commission for the ensuing year. Two nominations were received:

- Councillor Dann, nominated by Councillor Tomlin and seconded by Councillor Graves.
- It was proposed by Councillor Knowles and seconded by Councillor Dr Hill that the Leader of the Opposition Group, or their nominee, should 'ex officio' be appointed as the Chairman of the Scrutiny Commission.

Voting in favour of the nominations was as follows:

- Cllr Dann: 25
- Cllr Knowles (as Leader of the opposition Liberal Democrat Group): 8

It was therefore:

RESOLVED that: Councillor Dann be appointed Chairman of the Scrutiny Commission for the 2018/19 year.

15. SCHEME OF DELEGATIONS

Members considered a report relating to the scheme of delegation for Council functions. It was moved by Councillor Hadkiss, seconded by Councillor Bannister 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 2018/19 year.

16. ANNUAL REPORT OF THE LEADER OF THE EXECUTIVE

Councillor Dunton left the meeting at 7.15 p.m.

"During this past Council year Harborough District Council has met a number of challenges and embraced a number of opportunities. We are in good shape but never complacent and we look ahead to doing more for our residents, our business community and for our visitors.

Our main challenge this past year has been to ensure the draft Local Plan is submitted to the Planning Inspectorate. We have done this and we look ahead to the inspection of this Plan as to its soundness in autumn of this year.

We also have the challenge of the potential impact of the Strategic Growth Plan (SGP) on this District and we have now begun to make strong and I hope ultimately successful representations on the SGP.

The Council has now set its economic development strategy as we learn to be more commercially aware and supportive of our local businesses. To that end we hope to be developing a new Grow on Space during 2018/19 to send a clear signal to local businesses that this Council is committed to helping our local businesses to stay and develop in the District.

This Council manages its finances well and we deliver high quality services. We have a buoyant business rate and council tax base which allows this Council to keep its council tax increases to a level which still remains less than that of 5 years ago.

We are looking to provide additional coach and car parking in Market Harborough which will bring a significant income into the town. We will continue to negotiate with the County Council to acquire the Square in Lutterworth in order enhance a town being revitalised.

Planning matters will have their contentious and challenging times but by listening, representing and explaining to residents we should continue to keep the confidence of the public especially in those applications when a more strategic approach may be desirable.

More affordable homes have been built this year than for many previous years and this Council has worked in partnership with a major Housing Registered Provider to release and invest in sites for affordable housing including recently the development of 57 units in Lutterworth. We are also beginning to take the lead on delivering a range of housing which meets the local needs by taking the opportunity to generate capital receipts through the development of Council owned sites in Great Glen and Lubenham. High quality and good value homes have been built and next year we look ahead to doing more at the Naseby Close area in Market Harborough.

Harborough District Council has had a very busy and successful year in Neighbourhood Planning. There are now 36 communities actively engaged in Neighbourhood Plans with the communities in

Lubenham, Great Glen, North Kilworth, The Kibworths, Houghton on the Hill and Hungarton all completing their Plans this past year.

Not only has this amount of Neighbourhood Planning allowed over 1,074 houses to be allocated but 985 of these have already achieved planning permission. This demonstrates the positive effect of communities grasping the initiative, planning their futures and delivering much needed housing in the District. Another important benefit of Neighbourhood Planning is the direct contribution by communities in the planning system, leaving a legacy of knowledge in the communities that can only benefit the District as we move into some challenging times for housing delivery.

As the recent Peer Challenge review noted, Members at the council are focussed on ward interests and are good at responding to residents' concerns. We are good at listening, trying to effect change and explaining to our residents. It is important we continue with these high standards in communication.

We will continue to look after our local environment and to be seen to respond quickly to issues of fly-tipping and litter. We will look to protect and keep tidy our public open spaces.

This administration is committed to showcasing the best of Harborough District for our residents and visitors through the many varied events and festivals.

The Council has successfully launched its Harborough District Community Lottery and already many good local causes are seeing the benefit of being part of this extra funding source. This Council is committed to promoting worthy causes to reinforce our values of people and place that are regularly reflected in national surveys that confirm what a great place Harborough District is to live, work in and visit. We take pride in such promotions for example, in as adopting the MND Charter, giving grants to support apprenticeships, promoting significant anniversaries or even giving a young boy the chance to have a ride on a Council road sweeper. We are here to do good.

I end by saying a big thank you to all of you for all the time, effort and contributions you have made on behalf of your residents and to this Council."

Councillor Knowles responded to the report with questions relating to the timetable for the Local Plan process, the costings for the additional coach parking in Market Harborough and the provision of affordable homes. He also drew attention to comments made by the Peer Challenge on the positive role of Ward Members in supporting their constituents.

Answering these points, Councillor Bannister stated that although the Council would have liked the Local Plan to have started its examination sooner, but the queuing system had meant that it was set to start in October. The costings for the proposals for coach parking were currently being considered as exempt information, but he reminded Councillor Knowles that he could request access to see this now, although the matter would be brought to Council in due course. The Council was dedicated to the provision of affordable housing and takes this into account when developing its own land.

17. APPOINTMENTS OF REPRESENTATIVES ON OUTSIDE BODIES

Members considered a report relating to the appointments to Outside Bodies. It was moved by Councillor Nunn, seconded by Councillor King 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 be considered and appointments made, as set out in Appendix A to the report, subject to Councillor Hallam replacing Councillor King on the Leicestershire Partnership for Revenues and Benefits; and

- iii) in the absence of nominations, authority be delegated to the Corporate Director (BJ) to fill the vacancies in consultation with the Political Group Leaders.

18. 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:

- 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
- Bedding in of the Harborough Hospital project
- Charities and Voluntary Organisations
- Registered Housing Providers
- S106 Planning Obligations
- Revisiting Contact Centre Performance
- Issues arising from the Grenfell Tower fire
- Update on progress with help for Syrian Refugees
- Harborough Cemetery and Burial Strategy
- Physical Activity Strategy
- Public Open Space & the Local Enforcement Plan
- Resource Mapping
- IT Communications strategy
- Working arrangements with the Harborough Leisure Trust
- Health, Wellbeing and Leisure Commissioning
- New Homelessness Duties
- Community Engagement & Empowerment
- Strategic Growth Plan

Presentations:

In addition to the usual reports, Scrutiny Members have received several presentations, including LLR Prepared & the Resilience Partnership (in relation to issues arising from the Grenfell Tower fire) and Lightbulb, both of which formed the basis for a detailed debate.

Meeting size, attendance and timing

Attendance at regular Scrutiny meetings has been 86% over the year, compared with 90% in 2016/17. Although this is a slight reduction, it actually equates to only 4 more absences out of a potential 103 attendances in the year. That said, there is always scope for improvement and I hope that it will be possible to improve attendance over the next twelve months. The breakdown for the individual groups over the past two years was:

Scrutiny Cycle	2016/17				2017/18			
	1	2	3	4	1	2	3	4
Commission	90%	90%	80%	80%	80%	80%	100%	90%
Performance	86%	86%	86%	93%	86%	100%	57%	86%
Communities	100%	100%	100%	100%	100%	86%	86%	86%
Overall	90%				86%			

These figures indicate that the reduction in the sizes of the Commission and Panels has continued to be successful in keeping attendance levels high, at the same time as maintaining a saving in cost, when compared with the previous Scrutiny structure.

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. On two occasions during the year it has become apparent that the workload suggested for one of the Panels would have been too great to be covered at its own meetings. In line with the flexibility allowed by the new arrangements for Scrutiny, some of the items have been allocated between Panels or to the Commission. The grouping of Scrutiny meetings has meant that this has been possible without impacting on the workflow of Scrutiny as a whole and subjects have been addressed without introducing delays.

Setting the Scrutiny Workplan

The new streamlined process for deciding the Workplan continues to work effectively. The Workplan is decided by the smaller Commission, but prior to this consultation with all non-Executive Members takes place by email, so that their views can be fed into the Commission meeting by the Chairman of Scrutiny. In addition, this electronic consultation has been extended, so that ideas raised have been included into the draft Workplan prior to the meeting. This has allowed the time spent on agreeing the Workplan to be substantially reduced, which in turn has made more time available for the actual business of scrutiny.

Finally, I would like to thank everyone for their input into another rewarding and successful year for Scrutiny.”

19. URGENT MATTERS

There were none.

The meeting closed at 7:28 p.m.

APPENDIX A

Annual Council - 21 May 2018

Appointment of Councillors to Committees

Scrutiny Commission:

1. Cllr Steve Bilbie
2. Cllr Mrs Amanda Burrell
3. Cllr Barry Champion
4. Cllr Elaine Chapman
5. Cllr Paul Dann
6. Cllr Neville Hall
7. Cllr Barbara Johnson
8. Cllr Amanda Nunn
9. Cllr Rosita Page
10. Cllr Michael Rook

Communities Scrutiny Panel:

1. Cllr Lynn Beesley-Reynolds
2. Cllr Jo Brodrick
3. Cllr Peter Elliott
4. Cllr Amanda Nunn
5. Cllr Geraldine Robinson
6. Cllr Mrs Julie Simpson
7. Cllr Richard Tomlin

Performance Scrutiny Panel:

1. Cllr Steve Bilbie
2. Cllr Mark Graves
3. Cllr Matthew Hammond
4. Cllr Dr Sarah Hill
5. Cllr Phil Knowles
6. Cllr Mrs Rosita Page
7. Cllr Graham Spendlove-Mason

Planning:

1. Cllr Steve Bilbie
2. Cllr Mrs Amanda Burrell
3. Cllr Barry Champion
4. Cllr Derek Evans
5. Cllr Simon Galton
6. Cllr Chris Holyoak
7. Cllr Bill Liquorish
8. Cllr Sindy Modha
9. Cllr Amanda Nunn
10. Cllr Geraldine Robinson
11. Cllr Graham Spendlove-Mason
12. Cllr Richard Tomlin

Employment Committee:

1. Cllr John Bateman
2. Cllr Jo Brodrick
3. Cllr Roger Dunton
4. Cllr Mark Graves
5. Cllr Barbara Johnson
6. Cllr Phil King
7. Cllr Sindy Modha

Ethical Governance:

1. Cllr Jo Brodrick
2. Cllr Derek Evans
3. Cllr Simon Galton
4. Cllr Richard Hadkiss
5. Cllr James Hallam
6. Cllr Phil Knowles
7. Cllr Sindy Modha

Licensing and Regulatory:

1. Cllr Lynne Beasley Reynolds
2. Cllr Steve Bilbie
3. Cllr Mrs Amanda Burrell
4. Cllr Elaine Chapman
5. Cllr Paul Dann
6. Cllr Roger Dunton
7. Cllr Mark Graves
8. Cllr Matthew Hammond
9. Cllr Bill Liquorish
10. Cllr Geraldine Robinson
11. Cllr Michael Rook
12. Cllr Charmaine Wood

Constitutional Review:

1. Cllr Lynne Beasley Reynolds
2. Cllr Roger Dunton
3. Cllr Simon Galton
4. Cllr Mark Graves
5. Cllr Phil King
6. Cllr Bill Liquorish
7. Cllr Michael Rickman

Governance and Audit:

1. Cllr Elaine Chapman
2. Cllr Peter Elliott
3. Cllr Barbara Johnson
4. Cllr Bill Liquorish
5. Cllr Rosita Page
6. Cllr Blake Pain
7. Cllr Michael Rook