

## CHILTERN DISTRICT COUNCIL

### MINUTES of the **Annual Meeting** of the **CHILTERN DISTRICT COUNCIL** held on **15 MAY 2018**

#### **PRESENT:**

Councillors:	A Bacon	V Martin
	D Bray	S Patel
	J Burton	N Rose
	J Cook	C Rouse
	E Culverhouse	J Rush
	I Darby	L Smith
	C Ford	M Smith
	A Garth	M Stannard
	J Gladwin	D Varley
	M Harker	N Varley
	C Jackson	H Wallace
	C Jones	E Walsh
	P Jones	J Waters
	R J Jones	C Wertheim
	J MacBean	F Wilson
	P Martin	

**APOLOGIES FOR ABSENCE** were received from Councillors M Flys, M Harrold, P Hudson, D Phillips, M Shaw and M Titterington

#### **103 ELECTION OF CHAIRMAN**

As Councillor N Shepherd was a candidate in the election of Chairman he could not preside and vacated the chair for this item of business.

The Chief Executive requested nominations for the office of Chairman of the Council for the year 2018/2019.

Councillor L Walsh proposed Councillor N Shepherd as Chairman of the Council for 2018/19, and Councillor P Jones seconded the nomination. There being no other nominations it was

#### **RESOLVED:**

**That Councillor N Shepherd be elected Chairman of the Council for 2018/19.**

Councillor Shepherd was then invested with the Chairman's Badge of Office, made and signed the Declaration of Acceptance of Office, and thanked Council for his election.

*Councillor N Shepherd in the Chair*

#### **104 APPOINTMENT OF VICE-CHAIRMAN**

The Chairman invited nominations for the office of Vice-Chairman of the Council for the year 2018/19.

Councillor M Harker OBE proposed the appointment of Councillor G Harris as Vice-Chairman of the Council for 2018/19, which was seconded by Councillor J Burton. There being no other nominations it was

#### **RESOLVED:**

**That Councillor G Harris be appointed Vice-Chairman of the Council for 2018/19.**

The Vice-Chairman was then invested with his Badge of Office, made and signed the Declaration of Acceptance of Office, and thanked Council for his appointment.

#### **105 DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### **106 ELECTION OF THE CABINET LEADER & APPOINTMENT OF CABINET MEMBERS**

Councillor I Darby had been elected Cabinet Leader for four years at the Annual Council meeting on 27 May 2015. In accordance with Cabinet Procedure Rule 2.1(2), Councillor Darby informed Members that there were no changes to the Cabinet functions, and confirmed the appointments of Cabinet Members, as detailed below:

Leader (Councillor I Darby)  
Support Services (Deputy Leader) (Councillor M Stannard)  
Planning & Economic Development (Councillor P Martin)  
Environment (Councillor M Smith)  
Healthy Communities (Councillor L Walsh)  
Customer Services (Councillor F Wilson)

The Cabinet Leader reported that, in the last year, the Council had faced fresh challenges and found new opportunities against a backdrop of government

cuts. The shared service plan was complete, and both authorities were continuing to make vital savings and improving efficiencies through the customer experience strategy in the best interests of both Districts' residents.

The Cabinet Leader echoed Councillor P Jones' praise for members of staff for successfully completing the Manager Development Programme. Councillor I Darby expressed thanks to the portfolio holders for their hard work in the Councils' on-going projects. The Leader also informed the meeting that the Amersham Multi-Storey Car Park project was progressing well and thanked Amersham residents for their patience whilst the project was being progressed.

**RESOLVED:**

**That the allocation of Cabinet functions and appointments be noted.**

**107 ESTABLISHMENT OF COMMITTEES, ALLOCATION OF SEATS TO POLITICAL GROUPS AND APPOINTMENTS TO COMMITTEES, OUTSIDE BODIES AND INFORMAL MEETINGS**

A verbal amendment was made to the appendices tabled at the meeting, and after which it was then

**RESOLVED:**

**1. that the establishment of the following Committees be agreed;**

<b>Committee</b>	<b>Number of Members</b>
Audit & Standards	9
Services Overview	15
Resources Overview	15
Appeals & Complaints	11
Governance & Electoral Arrangements	11
Licensing	15
Planning	13
Joint Staffing	6, plus 6 South Bucks District Council Members
* Joint Overview & Scrutiny <i>(Subject to agreement by the respective Councils)</i>	5, plus 5 South Bucks District Council Members

**2. that the Council's political balance be noted, as detailed below;**

	Places	Conservative			Lib Dems		
		Proposed	Ent.	Round	Proposed	Ent.	Round
		Seats	38		Seats	2	
		%	95.00%		%	5.00%	
Appeals and Complaints	11	10	10.45	10	1	0.55	1
Audit and Standards	9	8	8.55	8	1	0.45	1
Governance and Electoral Arrangements	11	10	10.45	10	1	0.55	1
Licensing	15	14	14.25	14	1	0.75	1
Resources Overview	15	14	14.25	14	1	0.75	1
Services Overview	15	14	14.25	14	1	0.75	1
Planning	13	12	12.35	12	1	0.65	1
Joint Staffing	6	5	5.70	5	1	0.30	1
Joint Overview *	5	4	4.75	4	1	0.25	1
<b>TOTALS</b>	<b>100</b>	<b>91</b>	<b>95.00</b>	<b>91</b>	<b>9</b>	<b>5.00</b>	<b>9</b>

\* Subject to agreement by the Ordinary meetings of both Chiltern and South Bucks Councils on 15 and 16 May 2018.

**3. that the appointment of Councillors to Committees detailed below be agreed;**

<b>APPOINTMENT OF EXTERNAL MEMBERS PANEL</b>	
G Harris	Con
A Bacon	LD
<b>Council Chairman: N Shepherd</b>	Con
<b>Leader: I Darby</b>	Con
<b>Conservative Group Chairman: J MacBean</b>	Con
<b>Lib Dem Group Leader: P Jones</b>	LD

<b>APPEALS &amp; COMPLAINTS COMMITTEE (11)</b>	
S Patel	Con
E Culverhouse	Con
J MacBean	Con

D Varley	Con
J Gladwin	Con
G Harris	Con
P Martin	Con
J Burton	Con
D Bray	Con
J Cook	Con
A Bacon	LD

#### **AUDIT & STANDARDS COMMITTEE (9)**

J Gladwin	Con
D Phillips	Con
J Wertheim	Con
N Varley	Con
C Jackson	Con
C Ford	Con
R Jones	Con
V Martin	Con
A Bacon	LD

#### **GOVERNANCE & ELECTORAL ARRANGEMENTS COMMITTEE (11)**

D Varley	Con
D Bray	Con
M Stannard	Con
I Darby	Con
M Shaw	Con
J Waters	Con
J Burton	Con
N Rose	Con
H Wallace	Con
L Walsh	Con
P Jones	LD

<b>LICENSING (15)</b>	
J Rush	Con
C Jackson	Con
M Flys	Con
M Harrold	Con
M Harker OBE	Con
G Harris	Con
R Jones	Con
C Jones	Con
C Rouse	Con
N Varley	Con
F Wilson	Con
J Waters	Con
H Wallace	Con
N Southworth	Con
P Jones	LD

<b>JOINT STAFFING COMMITTEE (6 CDC MEMBERS)</b>	
<b>Leader:</b> I Darby	Con
<b>1 Cabinet Member:</b> M Stannard	Con
D Phillips	Con
C Jones	Con
M Smith	Con
P Jones	LD

<b>PLANNING COMMITTEE (13)</b>	
<b>Chairman:</b> D Phillips	Con
<b>Vice-Chairman:</b> M Titterington	Con
J Rush	Con
S Patel	Con
N Rose	Con
J Gladwin	Con

J MacBean	Con
J Wertheim	Con
C Jones	Con
M Harrold	Con
J Burton	Con
J Cook	Con
P Jones	LD

<b>JOINT COMMITTEE (6 + 6 SBDC Members)</b>	
I Darby	Con
M Smith	Con
M Stannard	Con
P Martin	Con
L Walsh	Con
F Wilson	Con

<b>OVERVIEW COMMITTEE: SERVICES (15)</b>	
J Burton	Con
N Varley	Con
M Titterington	Con
S Patel	Con
J Rush	Con
M Harker OBE	Con
C Jackson	Con
E Culverhouse	Con
C Rouse	Con
L Smith BEM	Con
D Bray	Con
H Wallace	Con
M Flys	Con
J Cook	Con
P Jones	LD

<b>OVERVIEW COMMITTEE: RESOURCES (15)</b>	
N Rose	Con
C Jones	Con
M Harrold	Con
C Ford	Con
J Gladwin	Con
J Wertheim	Con
D Phillips	Con
A Garth	Con
R Jones	Con
D Varley	Con
J MacBean	Con
M Shaw	Con
J Waters	Con
V Martin	Con
A Bacon	LD

<b>JOINT OVERVIEW AND SCRUTINY COMMITTEE (5 CDC MEMBERS)</b>	
<i>Subject to the decisions of the Ordinary Council meetings at Chiltern and South Bucks District Councils 15 May 2018 and 16 May 2018 respectively regarding the proposal to appoint a Joint Overview and Scrutiny Committee.</i>	
V Martin	Con
C Rouse	Con
N Varley	Con
J Waters	Con
A Bacon	LD
<b>Plus 5 SBDC Members (see SBDC appointments)</b>	

<b>POLICY ADVISORY GROUP: SUPPORT SERVICES</b>
<b>Chairman:</b> C Ford
<b>Portfolio Holder:</b> M Stannard
J Gladwin
N Rose
J Wertheim
R Jones



A Bacon
S Patel

<b>POLICY ADVISORY GROUP: PLANNING AND ECONOMIC DEVELOPMENT</b>
<b>Chairman:</b> D Bray
<b>Portfolio Holder:</b> P Martin
J Burton
A Garth
D Phillips
J Rush
D Varley
P Jones

<b>POLICY ADVISORY GROUP: ENVIRONMENT</b>
<b>Chairman:</b> C Jones
<b>Portfolio Holder:</b> M Smith
M Flys
J MacBean
J Waters
J Cook
V Martin
N Shepherd

<b>POLICY ADVISORY GROUP: HEALTHY COMMUNITIES</b>
<b>Chairman:</b> C Rouse
<b>Portfolio Holder:</b> L Walsh
N Southworth
N Shepherd
C Jackson
G Harris
M Harker OBE
E Culverhouse

<b>POLICY ADVISORY GROUP: CUSTOMER SERVICES</b>
<b>Chairman:</b> J Cook
<b>Portfolio Holder:</b> F Wilson
M Harker OBE
L Smith BEM
M Shaw
M Harrold
N Varley
J MacBean

<b>Informal Meeting / Group</b>	<b>Membership 2018-19</b>
<b>HS2 Members' Steering Group</b>	Rose (Chairman)
	Martin, Vanessa
	Gladwin
	Martin, Peter
	Shepherd
	Smith, Linda
	Jones, Peter
	Varley, Diana
	<i>Plus SBDC Members (see SBDC appointments)</i>
<b>HS2 Information Group</b>	Phillips
	Gladwin
	Rose
<b>Corporate Asset Management Group</b>	
<i>Support Services Cabinet Member</i>	Stannard
<i>Environment Cabinet Member</i>	Smith, Mike (Chairman)
<i>EPAG Chairman</i>	Jones, Caroline
<i>SSPAG Chairman</i>	Ford
<i>PEDPAG Chairman</i>	Bray
<i>HCPAG Chairman</i>	Rouse
<i>CSPAG Chairman</i>	Cook
<b>Affordable Housing Member Working Group</b>	Bray
	Walsh
	Gladwin
	Harris
	Jones, Peter
	Martin, P
	Phillips
	Stannard
<b>Leisure Needs Members Working Group</b>	Harris
	Jones, R

	Rouse
	Smith, Mike
	Stannard
	Walsh
<b>Joint Planning Policy Member Reference Group</b>	Martin, P
	Garth
	Phillips
	Burton
	Jones, Peter
	Darby, Isobel
	<i>Plus SBDC Members (see SBDC appointments)</i>
<b>Customer Experience Programme Member Working Group</b>	Shepherd
	Cook
	MacBean
	Wilson
	<i>Plus SBDC Members (see SBDC appointments)</i>

- 4. that the appointment of Councillors to Outside Bodies relating to Council be agreed as detailed below, and that authority to make changes to appointments during the Municipal Year 2018-19 be delegated to the Chief Executive in consultation with the Leader of the Council.**

<b>Outside Body</b>	<b>Councillors Appointed 2018/19</b>	<b>Representatives required (total)</b>
Amersham & District Community Association	Councillor Nigel Shepherd Councillor Liz Walsh	2
Amersham Action Group and Amersham Community Vision	Councillor Mimi Harker	1
Amersham Old Town Community Revitalisation Group	Councillor Mark Flys Councillor M Harker	2
Armed Forces Champion	Councillor Mimi Harker	1
Amersham United Charities	Ian Arthurton (external representative)	1
Ashley Green & District Community Association	Councillor Andrew Garth	1
Buckinghamshire and Milton Keynes Natural Environment Partnership	Councillor Jane MacBean	1
Buckinghamshire & Milton Keynes Association of Local Councils	Councillor Isobel Darby	1
Buckinghamshire County Council Health and Adult Social Care Select Committee	Councillor Caroline Jones Reserve - Nigel Shepherd	2
Buckinghamshire Health and Well Being Board	Councillor Isobel Darby	1

Buckinghamshire Historic Buildings Trust Ltd	Councillor Carl Jackson	1
Buckinghamshire Mind	Councillor Jane MacBean	1
Buckinghamshire County Council Pension Fund Committee	Councillor John Gladwin	
Buckinghamshire Strategic Flood Management Group	Councillor Jane MacBean Reserve - Councillor Jonathan Rush	2
Buckinghamshire Thames Valley Local Enterprise Partnership	Councillor Isobel Darby Reserve - Peter Martin	2
Central Area Growth Board (Oxford - Milton Keynes - Cambridge Corridor)	Councillor Isobel Darby Reserve - Peter Martin	1
Chalfont St Giles Youth Club	Councillor Caroline Rouse	1
Chalfont St Giles Revitalisation Steering Group	Councillor Carl Jackson Reserve - Councillor Des Bray	2
Chalfont St Peter Village Action Group	Councillor Linda Smith	1
Chalfont St Peter Community Centre	Councillor Jonathan Rush	1
Chalfont St Peter Neighbourhood Action Group	Councillor Isobel Darby Councillor Jonathan Rush	2
Chesham & District Community Association	Councillor Jane MacBean	1
Chesham Connect (previously Chesham Action Partnership CHAP)	Councillor Nick Varley	1
Chesham Museum	Councillor Jane MacBean	1
Chesham Over Fifties Positive Action Group	Councillor Jane MacBean	1
Chesham Renaissance Community Interest Company	Councillor Mike Stannard	
Chesham Youth Club Management Committee	Councillor Jane MacBean	1
Chiltern, South Bucks and Wycombe Joint Waste Collection Committee	Councillor Mike Smith Councillor Caroline Jones	2
Chiltern Citizens' Advice Bureau	Councillor Emily Culverhouse	1
Chiltern & South Bucks Strategic Partnership	Councillor Caroline Jones Councillor Mimi Harker Councillor Jonathan Rush	3
Chilterns Conservation Board	Councillor Nick Rose	1
Chiltern LEADER Local Action Group	Councillor Nick Rose	1

Chiltern and South Bucks Leisure Advisory Board	Councillor Mimi Harker OBE Councillor Liz Walsh Reserve - Councillor Graham Harris	2 (plus reserve)
Chiltern Open Air Museum Advisory Council	Councillor Carl Jackson Councillor Linda Smith Councillor Des Bray Councillor Caroline Jones	4
Chiltern Woodlands Project Limited	Councillor John Gladwin	1
Chiltern Youth Activities (Chiltern Youth Centre Management Committee)	Councillor Liz Walsh	1
Chilterns Crematorium Joint Committee	Councillor Peter Martin Councillor Mike Smith	2
Colne Valley Park Community Interest Company	Councillor Chris Ford	1
Denham Aerodrome Consultative Committee	Councillor Don Phillips	1
District Councils Network Assembly	Councillor Isobel Darby	1
European Structural and Investment Funds (ESIF)	Councillor Peter Martin	1
Great Missenden Parish Revitalisation Group & Community Vision for HP16	Councillor Heather Wallace Councillor John Gladwin	2
Groundwork South Trust Limited	Councillor Chris Ford	1
Healthy Communities Partnership	Councillor Liz Walsh	1
Holmer Green Village Centre	Councillor Mark Titterington	1
Housing Interaction Trust	Councillor Carl Jackson	1
HS2 Joint Project Board (51M)	Councillor Nick Rose	1
Little Chalfont Community Association And The Big Vision for Little Chalfont	Councillor Peter Martin	1
Local Area Forum: Amersham	Councillor Mimi Harker OBE	1
Local Area Forum: Chalfonts	Councillor Linda Smith BEM	1
Local Area Forum: Chesham	Councillor Fred Wilson	1
Local Area Forum: Missenden	Councillor John Gladwin	1
Local Government Association General Assembly	Councillor Isobel Darby	1
Pond Park Community Association	Councillor N Southworth	1
South East England Councils (SEEC)	Councillor Isobel Darby	1
Thames Valley Police and Crime Panel	Councillor Emily Culverhouse	1
The Chilterns Dial-a-Ride	Councillor Carl Jackson	1

Way In (Chiltern Youth Matters)	Councillor Peter Hudson Reserve - Councillor Jane MacBean	2
Wycombe Rape Crisis	Councillor Emily Culverhouse	1

## 108 EXECUTIVE REPORTS TO THE LOCAL AUTHORITY

The Chairman advised that it was a statutory requirement to produce an annual report detailing any urgent executive decisions taken; there had been no urgent decisions taken since the last Annual Council meeting held on 16 May 2017.

### **RESOLVED:**

**That the report be noted.**

**The meeting ended at 7.34 pm**

## **COMMITTEE MEETINGS**

Following the completion of the above formal business, the following Committees met for the purposes of electing Chairmen and Vice Chairmen:-

Audit & Standards Committee  
 Governance & Electoral Arrangements Committee  
 Licensing Committee  
 Planning Committee  
 Resources Overview Committee  
 Services Overview Committee