

# Annual Council Minutes

Date: 12 May 2014

Time: 6.30 am - 7.05 pm

**PRESENT:** Councillor I L McEnnis (in the Chair)

Councillors Mrs J A Adey, K Ahmed, Z Ahmed, M Angell, D A Anson MBE, D H G Barnes, I Bates, D J Carroll, Mrs L M Clarke OBE, A D Collingwood, R B Colomb, C A Ditta, R Farmer, M A Foster, R Gaffney, J Gibbs, S Graham, A R Green, G C Hall, M Hanif, C B Harriss, A E Hill, M Hussain, M E Knight, S P Lacey, Mrs J D Langley, Ms P L Lee, Mrs W J Mallen, J A Malliff, H L McCarthy, I L McEnnis, R Metcalfe, Mrs D V E Morgan, Mrs M L Neudecker, S F Parker, B E Pearce, B R Pollock JP, J L Richards OBE, R J Scott, C Shafique MBE, A Slater, T Snaith, Mrs J E Teesdale, P R Turner, Ms J D Wassell, R Wilson and Ms K S Wood

Also Present: Honorary Aldermen J M Blanksby, P Cartwright, D A E Cox, Mrs P Priestley and R Pushman.

## 1 ELECTION OF CHAIRMAN

It was proposed by Councillor Mrs J E Teesdale that Councillor Mrs L M Clarke OBE be elected as Chairman of the Council for 2014/15.

The proposer gave a brief history of Councillor Mrs Clarke's background, stating that she had been active in local politics for many years being first elected to WDC in 1991 for the then Cressex and Frogmoor and now Abbey Ward. Councillor Mrs Clarke had served as the Leader of the Council for 8 years between 2003-2011. She had also been a County Councillor since 2001 and had served as the Chairman of its Overview and Scrutiny Committee. In addition Councillor Mrs Clarke was a Charter Trustee for High Wycombe Town and served as its Mayor between 1994/5.

The proposer went on to state that Councillor Mrs Clarke was also politically active on a national level and had become Chairman of the Women's Local Government Society in 2007, in which capacity she had recently appeared as a guest on Radio 4's Women's Hour. Councillor Clarke has been awarded the OBE in 2013 for her services to Local Government and the Women's Local Government Society.

Councillor R J Scott stated that Councillor Mrs Clarke had a long list of achievements, and was sure to give her all to WDC, during her Chairmanship as she had always done. Therefore it would give him great pleasure in seconding the proposal.

There being no other nominations, and upon being put to a vote it was:

**RESOLVED** That: That Councillor Mrs L M Clarke OBE be elected as Chairman for the Municipal Year 2014/15.

Councillor Clarke thereupon accepted office, made the necessary declaration and was presented with the Chairman`s Chain, and Mr Clarke was presented with the Chairman`s consort badge and a gift.

### **Councillor Mrs L M Clarke OBE in the Chair**

The Chairman addressed the meeting and thanked the Council for bestowing this honour upon her for the forthcoming year. She also thanked Councillors Mrs Teesdale and Councillor Scott for their kind words. She stated that she would endeavour to uphold the customs and practices of the office to which she had been elected. The Chairman then gave a brief mention to a local charity (Kids In Sport) which assisted young disadvantaged people into sport, and which she would be supporting during her Chairmanship. Further information regarding this would be made available at the next Council meeting.

Councillor R J Scott, proposed a vote of thanks to the outgoing Chairman, who he stated had stepped into the breach last July following the untimely passing of Councillor Emmett, and had treated the transition with great respect and dignity. Councillor Scott stated that the outgoing Chairman`s enthusiasm and commitment to the role was second to none, and had represented the District superbly. He stated that on behalf of the Council, it gave him great pleasure to propose a vote of thanks for his time as Chairman.

Councillor A D Collingwood echoed Councillor Scott`s words adding that he had performed an excellent job under very sad circumstances.

In responding Councillor McEnnis expressed his humble thanks, stating it had been a wonderful year with many successes, achievements and notable events. Prior to beginning the handover, he wished the Council to reflect and remember Councillor Emmett, an absent friend and colleague. He emphasised that he had been honoured and proud to have served his second term in Roger`s memory.

Mrs Emmett was presented with an outgoing Chairman`s badge and a bouquet. On accepting she stated that Councillor Emmett had been honoured and proud to have been elected and in being given the opportunity to serve the Council.

In concluding Councillor McEnnis thanked his successor, Councillor Mrs Clarke OBE, his consort and wife Sarah, and his Secretary Melanie Morgan.

The Chairman of the Council thereupon presented to Councillor McEnnis a past Chairman`s badge and to Mrs McEnnis a bouquet.

## **2 APPOINTMENT OF VICE-CHAIRMAN**

Councillor A R Green took the opportunity to congratulate the newly elected Chairman of the Council and went on to propose that Councillor I L McEnnis be appointed Vice-Chairman of the Council for the municipal year 2014/15. Councillor Green stated that it gave him great pleasure to nominate him as he had been a steadfast and loyal member since 1999, and no other member was better placed to fulfil this role.

Councillor Gibbs seconded the proposal, stating that Councillor McEnnis was orderly, efficient and proficient.

The Chairman sought any further nominations for the appointment of Vice-Chairman.

Councillor R M H Farmer, seconded by Councillor S F Parker, nominated Councillor T Snaith as Vice-Chairman for the year 2014/15. They both agreed that local residents had a great deal of respect for him, and that his former position as Mayor stood him in good stead for the appointment.

Councillor Parker reminded the Council that the Chair and Vice-Chairman of the Council were not political posts, and as such should be seen to be neutral. He requested that the Leader should adopt a more inclusive method of selection and in future consult more widely with opposition parties when considering names for the relevant position(s).

There being no other nominations and upon being put to a vote it was:

**RESOLVED:** That Councillor I L McEnnis be appointed as Vice-Chairman for municipal year 2014/15.

Councillor McEnnis thereupon accepted office, made the necessary declaration and was presented with the Vice Chairman's Badge of Office.

### **3 APOLOGIES**

Apologies for absence were received from Honorary Aldermen E H Collins, M B Oram and Mrs K M Peatey MBE, Councillors: M Appleyard, W J Bendyshe-Brown, A Hussain JP, D A Johncock, Mrs G A Jones, Ms R Knight J A Malliff, N B Marshall A Turner, D A C Shakespeare OBE

### **4 DECLARATIONS OF INTEREST**

No declarations of interest were received.

### **5 CHAIRMAN'S ANNOUNCEMENTS**

The Chairman's gave mention to some forthcoming events within the district.

- (a) Weighing-in ceremony Saturday 17 May 2014 at 11:30am at Frogmoor.
- (b) RAF Freedom Parade was to take place on Wednesday 11 June with the fly-past by a Lancaster over the High Street at 11:00 am.

### **6 GROUP LEADERS**

The Council received formal notification that the Leaders and Deputy Leaders of the political groups for 2014/15 would be as follows:-

<b>Group</b>	<b>Leader</b>	<b>Deputy Leader</b>
Conservative	Cllr R J Scott	Cllr H L McCarthy
Labour	Cllr I Bates	Cllr Ms R Knight
Lib Democrat	Cllr B R Pollock JP	Cllr M E Knight

## 7 REPORT OF THE EXECUTIVE LEADER

The Executive Leader rose to present his report, but prior to confirming the Cabinet positions and postholders, outlined some of the major achievements over the last 12 months.

- Delivery of 0% increase in the Council Tax for the current financial year, the 4<sup>th</sup> consecutive year.
- Confirmation of contracts for construction of the new sports centre and foodstore at Handy Cross.
- Completion of new synthetic turf pitch at John Hampden School and proposed completion of running track scheduled for June 2014.
- Confirmation for Next Store at Cressex Island.
- Commencement of the introduction of ANPR.

The leader further stated that in Wycombe businesses were growing, unemployment claimants had declining, and there were major reductions in the number of homeless families and occupants of Bed and Breakfasts.

The Executive Leader was required to submit to the Annual meeting of the Council:

- details of the Executive (“Cabinet”) positions and post holders
- details of any Cabinet committees
- responsibilities and schemes of delegation for executive arrangements’
- details of any joint arrangements
- appointments to outside bodies within the Cabinet’s functional areas for the forthcoming year

The matters set out in (i) to (vii) below were therefore approved and submitted to the Council in order to comply with the Council’s approved Leader and Cabinet Executive political management model and the Council’s approved Constitution.

### i) Cabinet positions and post holders

- (a) It was noted that the Executive Leader had appointed Councillor H L McCarthy as Deputy Executive Leader for the purpose of carrying out the Leader’s statutory functions (including e.g. appointing and removing Cabinet Members and Deputy Executive Leader, delegating executive functions to Cabinet, to Cabinet Members or to officers, agreeing or objecting to senior appointments and dismissals);
- (b) It was noted that the Leader had appointed Councillor H L McCarthy as Deputy Leader for the purpose of carrying out the remaining (Portfolio) functions of the Leader as set out in the terms of reference and responsibilities of Cabinet Members in the event that the Leader was unable to act through absence, illness, legal disability or conflict of

interest, or the circumstances were so urgent that it was appropriate for a Deputy Leader to take a decision in order to protect the interests of the authority or its area.

- (c) It was noted that the Leader of the Council had made the following appointments in respect of Cabinet positions and post holders:

Name	Address	Ward represented	Position
Councillor R J Scott	Fulshaw Court Mill Road Marlow Bucks SL7 1QB	Marlow South East	Executive Leader of Council
Councillor H L McCarthy	Snowhill North Road Widmer End High Wycombe HP15 6ND	Hazlemere North	Deputy Leader and Cabinet Member for Strategy
Councillor M A Foster	Jasmin Cottage Cherry Tree Close Speen Princes Risborough Bucks HP27 0TB	Lacey Green, Speen and The Hampdens	Cabinet Member for Finance
Councillor J M Gibbs	185a Main Road Naphill High Wycombe Bucks HP14 4SD	Stokenchurch and Radnage	Cabinet Member for Community
Councillor A R Green	2 Totteridge Drive High Wycombe Bucks HP13 6JH	Terriers and Amersham Hill	Cabinet Member for Economic Development and Regeneration
Councillor M Hussain JP	19 Mendip Way Downley High Wycombe Bucks	Abbey	Cabinet Member for HR, ICT and Customer Services
Councillor N B Marshall	Old Kiln House Marlow Common Marlow Bucks SL7 2QP	Marlow North and West	Cabinet Member for Planning and Sustainability
Councillor Mrs J E Teesdale	43 Green Lane Radnage High Wycombe Bucks HP14 6DJ	Chiltern Rise	Cabinet Member for Environment

**ii) Cabinet terms of reference and responsibilities of individual portfolio holders**

As set out in Part 2 of the Constitution.

**iii) Cabinet Committee terms of reference**

There would be no Cabinet Committees in 2014/2015.

**iv) Schemes of Delegation of Executive Functions to Officers**

As set out in Part 2 of the Constitution.

**v) Joint Arrangements**

There were three schemes for joint arrangements with one or more other local authorities. These were in respect of the Chilterns Crematorium Joint Committee, Bucks Joint Waste Committee and the Chiltern and Wycombe Joint Waste Collection Committee. Details of the arrangements for all these bodies could be found in Part 2 of the Constitution.

**Representation:**

Chilterns Crematorium Joint Committee – Councillor A R Green and Councillor H L McCarthy.

Bucks Joint Waste Committee – Councillor C B Harriss, Councillor Mrs J E Teesdale and Councillor Z Ahmed (Standing Deputy).

Chiltern and Wycombe Joint Waste Collection Committee – Councillor C B Harriss, Councillor Mrs J E Teesdale and Councillor Z Ahmed (Standing Deputy).

**vi) Appointments to Outside Organisations**

The organisations to which the Cabinet made appointments were as set out below. The Council was asked to note the following appointments for the periods set out.

**Local Authority Appointments (until May 2015)**

1. Local Government Association

General Assembly (1) Councillor R J Scott

General Assembly  
(Standing Deputy) (1) Councillor H L McCarthy

Rural Commission  
Voting Member (1) Councillor J A Savage

Rural Commission  
Non-Voting Member (1) Councillor W J  
Bendyshe-Brown

Urban Commission  
Voting Member (1) Councillor D A C  
Shakespeare OBE

Urban Commission  
Non-Voting Member (1) Councillor C B Harriss

Urban Commission  
Standing Deputy (1) Councillor J A Savage

2. Wycombe Strategic Councillor R J Scott

- |  |  |
|--|--|
| Partnership<br>Standing Deputy (1)                           | Councillor A R Green   |
| 3. South East England<br>Councils (1)<br>Standing Deputy (1) | Councillor A R Green<br>Councillor Mrs L M Clarke OBE              |
| 4. Red Kite Board (3)  | Councillor I L McEnnis<br>Councillor J L Richards<br>Mr C D Watson |
| 5. South East Employers (1)                                  | Councillor J A Malliff   |
| 6. Thames Valley Police<br>& Crime Panel (1)                 | Councillor W J<br>Bendyshe- Brown                                  |
| 7. Wycombe Rent Deposition<br>Guarantee Scheme (1)           | Councillor P R Turner  |

**Other Local Authority Appointments until May 2015**

- |   |                         |
|---|-------------------------|
| 1. BCC Public Health Overview<br>and Select Committee (1) | Councillor A R Green    |
| 2. Bucks Health and<br>Wellbeing Board (1)                | Councillor Mrs J A Adey |
| 3. Healthy Communities<br>Partnership (1)                 | Councillor Mrs J A Adey |

**vii) Deputy Cabinet Members**

The following were appointed to assist the relevant Cabinet Member:

**Community**

Councillor Ms J A Adey (Community and Health)  
Councillor Z Ahmed (Housing)

**Economic Development & Regeneration**

Councillor W J Bendyshe-Brown

**Environment**

Councillor C B Harriss

**Finance**

Councillor P R Turner

**HR, ICT & Customer Services**

Councillor R Metcalfe

## Planning & Sustainability

Councillor D A Johncock

### 8 COMMITTEE APPOINTMENTS

Committees of the Council were appointed annually under Section 102 of the Local Government Act 1972.

In accordance with Sections 15 to 17 of the Local Government and Housing Act 1989, it was the duty of the Council (save in relation to certain Committees where different arrangements are approved by the Council) to make appointments to Committees which reflected the representation of different political groups on the Council and in accordance with the wishes of those political groups.

**RESOLVED:** That (i) the following Committees be appointed with the memberships as set out below in accordance with political balance requirements as notified by Group Leaders. The terms of reference were as set out in Parts 1 and 2 of the Constitution:

- (ii) the appointments be for the forthcoming year
- (iii) the positions of the Chairman and Vice-Chairman be as set out.

#### (i) Improvement and Review Commission

(Up to 18 Members Total)	Chairman:		Cllr R H W Gaffney
	Vice Chairman:		Cllr Mrs J D Langley
Conservative – Up to 12 Members	Members	1	Cllr D H G Barnes
		2	Cllr D J Carroll
		3	Cllr R H W Gaffney
		4	Cllr A E Hill
		5	Cllr A Hussain JP
		6	Cllr Mrs J D Langley
		7	Cllr Mrs W J Mallen
		8	Cllr Ms K S Wood
		9	Cllr Ms M L Neudecker
		10	Cllr J L Richards OBE
		11	Cllr J A Savage
		12	Cllr R Wilson
Conservative	Standing Deputies	1	Cllr D A Anson MBE
		2	Cllr M C Appleyard



		3	Cllr Mrs G A Jones
		4	Cllr Ms S Manir
		5	Cllr D M Watson
		6	Cllr J Malliff
Labour	Member	1	Cllr K Ahmed
2 Members		2	Cllr I Bates
Labour	Standing	1	Cllr Ms R Knight
	Deputies	2	Cllr M Hanif
Liberal	Member	1	Cllr Ms P L Lee
Democrat		2	Cllr A Slater
3 Members		3	Cllr T Snaith
Liberal	Standing	1	Cllr R M H Farmer
Democrat	Deputies	2	Cllr S F Parker
Independent	Member	1	Cllr G C Hall
Group			
1 Member			
Independent	Standing	1	Cllr A Turner
Group	Deputy		

**(ii) Standards Committee**

(Up to 8	Chairman:		Cllr A D Collingwood
Members	Vice Chairman:		Cllr D J Carroll
Total)			
Conservative –	Members	1	Cllr D J Carroll
Up to 6		2	Cllr A D Collingwood
Members		3	Cllr Mrs G A Jones
		4	Cllr J A Savage
		5	Cllr D A C Shakespeare OBE
		6	Cllr R Wilson
Labour	Member	1	Cllr I Bates
1 Member			
Liberal	Member	1	Cllr Ms J D Wassell
Democrat			
1 Member			

**(iii) Planning Committee**

(Up to 16 Members Total)	Chairman:		Cllr D A Johncock
	Vice Chairman:		Cllr A E Hill
Conservative – Up to 12 Members	Members	1	Cllr Ms J A Adey
		2	Cllr D J Carroll
		3	Cllr C B Harriss
		4	Cllr A E Hill
		5	Cllr A Hussain JP
		6	Cllr D A Johncock
		7	Cllr N B Marshall
		8	Cllr H L McCarthy
		9	Cllr R Metcalfe
		10	Cllr Mrs D V E Morgan
		11	Cllr Mrs J E Teesdale
		12	Cllr P R Turner
Conservative	Standing Deputies	1	Cllr Z Ahmed
		2	Cllr Maz Hussain
		3	Cllr Mrs W J Mallen
		4	Cllr Ms M L Neudecker
		5	Cllr D M Watson
		6	Cllr Ms K S Wood
Labour 1 Member	Member	1	Cllr S Graham
Labour	Standing Deputy	1	Cllr I Bates
Liberal Democrat 2 Members	Members	1	Cllr S F Parker
		2	Cllr B R Pollock JP
Liberal Democrat	Standing Deputies	1	Cllr C A Ditta
		2	Cllr A Slater
Independent Group	Member	1	Cllr A Turner

1 Member			
Independent Group	Standing Deputy	1	Cllr G C Hall

**(iv) Regulatory and Appeals Committee**

(Up to 12 Members Total)	Chairman:		Cllr J A Savage
	Vice Chairman:		Cllr R Wilson
Conservative – Up to 8 Members	Members	1	Cllr M C Appleyard
		2	Cllr A D Collingwood
		3	Cllr R H W Gaffney
		4	Cllr M Hussain JP
		5	Cllr Mrs G A Jones
		6	Cllr J A Savage
		7	Cllr D A C Shakespeare OBE
		8	Cllr R Wilson
Conservative	Standing Deputies	1	Cllr D A Anson MBE
		2	Cllr Ms S Manir
		3	Cllr J L Richards OBE
Labour	Member	1	Cllr M Hanif
1 Member			
Labour	Standing Deputy	1	Cllr K Ahmed
Liberal Democrat	Members	1	Cllr R M H Farmer
		2	Cllr Ms P L Lee
2 Members			
Liberal Democrat	Standing Deputy	1	Cllr M E Knight
1 Member to be drawn from Independent Group / UKIP / Independent Real Conservative	Member	1	Cllr B E Pearce
Independent	Standing	1	Cllr G C Hall

Group / UKIP / Independent Real Conservative	Deputy
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**(v) Audit Committee**

(Up to 8 Members Total)	Chairman:		Cllr M C Appleyard
	Vice Chairman:		Cllr J L Richards OBE
Conservative – Up to 6 Members	Members	1	Cllr M C Appleyard
		2	Cllr A D Collingwood
		3	Cllr J L Richards OBE
		4	Cllr P R Turner
		5	Cllr D M Watson
		6	Cllr R Wilson
Conservative	Standing Deputies	1	Cllr D H G Barnes
		2	Cllr I L McEnnis
		3	Cllr D A C Shakespeare OBE
Liberal Democrat 1 Member	Member	1	Cllr R M H Farmer
Liberal Democrat	Standing Deputy	1	Cllr A Slater
Labour 1 Member	Member	1	Cllr I Bates
Labour	Standing Deputy	1	Cllr Ms R Knight
External co-optee		1	Vacancy

**(vi) Licensing Committee**

(Up to 15 Members Total)	Chairman:		Cllr A E Hill
	Vice Chairman:		Cllr I L McEnnis
Conservative – Up to 11 Members	Members	1	Cllr Z Ahmed
		2	Cllr D H G Barnes
		3	Cllr W J Bendyshe-Brown

		4	Cllr A R Green
		5	Cllr C B Harriss
		6	Cllr A E Hill
		7	Cllr Maz Hussain
		8	Cllr J A Malliff
		9	Cllr I L McEnnis
		10	Cllr R Metcalfe
		11	Cllr J L Richards OBE
Conservative	Standing Deputies	1	Cllr D J Carroll
		2	Cllr S P Lacey
		3	Cllr D A Anson MBE
Labour	Member	1	Cllr Ms R Knight
1 Member			
Labour	Standing Deputy	1	Cllr I Bates
Liberal	Members	1	Cllr Ms P L Lee
Democrat		2	Cllr A Slater
2 Members			
Liberal	Standing	1	Cllr S F Parker
Democrat	Deputy		
Independent	Member	1	Cllr A Turner
Group			
1 Member			
Independent	Standing	1	Cllr G C Hall
Group	Deputy		

**(vii) High Wycombe Town Committee**

(23 Members in total representing the High Wycombe Town wards)	Chairman:		Cllr A R Green
	Vice Chairman:		Cllr M Hussain JP
	Members	1	Cllr K Ahmed
		2	Cllr Z Ahmed
		3	Cllr I Bates
		4	Cllr L M Clarke OBE
		5	Cllr R B Colomb
	6	Cllr C A Ditta	

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|----|---------------------|
| 7  | Cllr R M Farmer     |
| 8  | Cllr S Graham       |
| 9  | Cllr A R Green      |
| 10 | Cllr M Hanif        |
| 11 | Cllr A E Hill       |
| 12 | Cllr A Hussain JP   |
| 13 | Cllr M Hussain JP   |
| 14 | Cllr Maz Hussain    |
| 15 | Cllr M E Knight     |
| 16 | Cllr Ms R Knight    |
| 17 | Cllr Ms P L Lee     |
| 18 | Cllr Ms S Manir     |
| 19 | Cllr S F Parker     |
| 20 | Cllr B E Pearce     |
| 21 | Cllr C Shafique MBE |
| 22 | Cllr T Snaith       |
| 23 | Cllr Ms J D Wassell |

**(viii) Personnel and Development Committee**

(Up to 8 Members Total)	Chairman:		Cllr D H G Barnes
	Vice Chairman:		Cllr Ms M L Neudecker
Conservative – Up to 6 Members	Members	1	Cllr M Angell
		2	Cllr D H G Barnes
		3	Cllr Maz Hussain
		4	Cllr S P Lacey
		5	Cllr Mrs W J Mallen
		6	Cllr Ms M L Neudecker
Conservative	Standing Deputies	1	Cllr D J Carroll
		2	Cllr M A Foster
		3	Cllr N B Marshall
Liberal Democrat 1 Member	Member	1	Cllr M E Knight
Liberal	Standing	1	Cllr B R Pollock JP

Democrat	Deputy		
Labour	Member	1	Cllr I Bates
1 Member			
Labour	Standing Deputy	1	Cllr Ms R Knight

**(ix) Joint Staff Committee**

(Up to 5 Members Total)	Chairman:		Cllr D H G Barnes
	Vice Chairman:		Staff Side Appointment
Conservative – Up to 4 Members	Members	1	Cllr D H G Barnes
		2	Cllr S P Lacey
		3	Cllr R Metcalfe
		4	Cllr C Shafique MBE
Conservative	Standing Deputies	1	Cllr Maz Hussain
		2	Cllr Mrs W J Mallen
Liberal Democrat		1	Cllr C A Ditta
1 Member			
Liberal Democrat	Standing Deputy	1	Cllr M E Knight

**(x) Disciplinary Committee**

5 Members to be drawn from the list of Members set out (subject to two or more political groups always being represented and to the inclusion of at least one Cabinet Member)	1	Chairman or past Chairman of the Council
	2	A member of the Cabinet
	3	A Leader or Deputy Leader of an opposition party
	4	The Chairman of a Council Committee
	5	The Vice Chairman of a Council Committee
	6	A member of the Personnel and Development Committee
	7	Another Back Bench Member

**(xi) JNC Staffing Matters Committee**

5 Members to be drawn from the list of Members set out (subject to two or more political groups always being represented and to the inclusion of at least one Cabinet Member)	1	Chairman or past Chairman of the Council	Cllr R J Scott (Chairman)
	2	A member of the Cabinet	Cllr H L McCarthy (Vice Chairman)
	3	A Leader or Deputy Leader of an opposition party	Cllr N B Marshall
	4	The Chairman of a Council Committee	Cllr D A Johncock
	5	The Vice Chairman of a Council Committee	Cllr B R Pollock
	6	A member of the Personnel and Development Committee	<b>Standing Deputies</b> Cllr Ms J A Adey Cllr M E Knight
	7	Another back bench member	Cllr J A Savage

**9 SCHEME OF DELEGATION - NON-EXECUTIVE FUNCTIONS**

**RESOLVED:** That: the Scheme of Delegation – Non Executive functions as set out in Part 2 of the Constitution be approved.

**10 REFRESHMENTS**

Members, guests and officers were invited to join the Chairman and Honorary Aldermen for refreshments.

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Chairman

**The following officers were in attendance at the meeting:**

Ian Hunt - Democratic Services Manager  
Iram Malik - Democratic Services Officer  
Karen Satterford - Chief Executive  
Ian Westgate - Corporate Director