



WYCOMBE
DISTRICT COUNCIL

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Queen Victoria Road
High Wycombe
Bucks HP11 1BB

Annual Council

Date: 26 May 2015
Time: 6.30 pm
Venue: Council Chamber
District Council Offices, Queen Victoria Road, High Wycombe, Bucks

You are hereby summoned to attend the Meeting of the Annual Council to be held in the Council Chamber, District Council Offices, Queen Victoria Road, High Wycombe on 26 May 2015 at 6.30 pm to consider the business set out in the Agenda below.

Ms K Satterford
Chief Executive

Fire Alarm - In the event of the fire alarm sounding, please leave the building quickly and calmly by the nearest exit. Do not stop to collect personal belongings and do not use the lifts. Please congregate at the Assembly Point at the corner of Queen Victoria Road and the River Wye, and do not re-enter the building until told to do so by a member of staff.

Agenda

Item		Page
1	ELECTION OF CHAIRMAN	
(i)	To elect the Chairman of the Council for the year 2015/2016.	
(ii)	The Chairman of the Council to invite nominations for the election of Chairman for 2015/2016.	
(iii)	Councillor _____, seconded by Councillor _____, to propose that Councillor _____ be elected Chairman of the Council for 2015/2016.	
(iv)	The Chairman of the Council to ask if there are any other nominations.	
(v)	The Chairman of the Council to put the nomination(s) to the meeting.	

- (vi) The Chairman of the Council to declare Councillor _____ duly elected.
- (vii) Councillor _____ to accept office and make the necessary declaration and to be presented with the Chairman's Chain.
- (viii) _____ to be presented with the Chairman's Consort's badge and a gift.
- (ix) The incoming Chairman of the Council to address the Council.
- (x) Vote of thanks to the retiring Chairman, Councillor Mrs L M Clarke OBE to be proposed by Councillor R H W Gaffney and seconded by Councillor _____.
- (xi) Councillor Mrs L M Clarke OBE to respond.
- (xii) The Chairman of the Council to present to Councillor Mrs L M Clarke OBE a past Chairman's badge, and to Mr Clarke a gift.

2 APPOINTMENT OF VICE-CHAIRMAN

To appoint the Vice-Chairman of the Council for the year 2015/2016.

- (i) The Chairman of the Council to ask for nominations for Vice-Chairman for the year 2015/2016.
- (ii) Councillor _____, seconded by Councillor _____ to propose that Councillor _____ be appointed Vice-Chairman of the Council for 2015/2016.
- (iii) The Chairman of the Council to ask if there are any other nominations.

Councillor _____, seconded by Councillor _____ to propose that Councillor _____ be appointed Vice-Chairman of the Council for 2015/2016.
- (iv) The Chairman to put the nominations to the vote.
- (v) Councillor _____ to accept office and sign the necessary declaration and to be presented with the Vice-Chairman's badge.

3 ELECTION OF EXECUTIVE LEADER OF THE COUNCIL

To elect the Executive Leader of Council for the period 2015/2019 in accordance with Standing Order 5.

- (i) The Chairman of the Council to ask for nominations for the Leader of the Council from the Conservative Group as the party with the clear political majority.
- (ii) Councillor _____, seconded by Councillor _____, to propose that Councillor _____ be elected Leader of the

Council for the period 2015/2019.

- (iii) Councillor _____ to accept office and sign the necessary declaration.

4 REPORT OF THE RETURNING OFFICER

To receive the formal report of the Returning Officer following the District Council Elections held on 7 May 2015.

Ward	Member elected
Abbey (3)	Mrs L M Clarke (OBE) A Hill M Hussain (JP)
Bledlow and Bradenham (1)	C A Etholen
Booker and Cressex (2)	M P Davy B E Pearce
Bourne End-cum-Hedsor (2)	M Appleyard T Lee
Bowerdean (2)	M A Hashmi R Raja
Chiltern Rise (2)	I McEnnis Mrs J E Teesdale
Disraeli (2)	K Ahmed Maz Hussain
Downley and Plomer Hill (2)	Mrs W J Mallen P Turner
Flackwell Heath and Little Marlow (3)	D A Johncock J A Savage D M Watson
Greater Hughenden (3)	S Broadbent D J Carroll Mrs G A Jones
Greater Marlow (2)	D H G Barnes M O Harris
Hambleden Valley (1)	C Whitehead
Hazlemere North (2)	R Gaffney H L McCarthy
Hazlemere South (2)	R Newman Ms C J Oliver
Icknield (1)	C Harriss
Lacey Green, Speen and	G Peart

The Hamdens (1)	
Marlow North and West (3)	A D Collingwood N B Marshall R Wilson
Marlow South East (2)	Ms S Brown R J Scott
Micklefield (2)	Ms A Baughan M Knight
Oakridge and Castlefield (3)	M Asif S Graham M Hanif
Ryemead (2)	M Clarke R Farmer
Sands (2)	Z Ahmed N J Teesdale
Stokenchurch and Radnage (2)	Ms S Adoh S Saddique
Terriers and Amersham Hill (3)	A R Green A Hussain S K Raja
The Risboroughs (3)	G C Hall D I Knights A Turner
The Wooburns (2)	J A Adey Mrs J A Langley
Totteridge (2)	H Bull J D Wassell
Tylers Green and Loudwater (3)	D A E Shakespeare Ms K Wood L Wood

5 APOLOGIES

To receive apologies for absence.

6 DECLARATIONS OF INTEREST

To receive any disclosure of disclosable pecuniary interests by members relating to items on the agenda. If any Member is uncertain as to whether an interest should be disclosed, he or she is asked if possible to contact the District Solicitor prior to the meeting.

Members are reminded that if they are declaring an interest they

should state the nature of that interest whether or not they are required to withdraw from the meeting.

7 CHAIRMAN'S ANNOUNCEMENTS

To receive such communication as the Chairman of the Council may wish to make.

8 GROUP LEADERS

To receive formal notification of the Group Leaders and Deputy Leaders of the political groups for the year 2015/2016.

Group	Leader	Deputy Leader
Conservative	Cllr _____	Cllr _____
Labour	Cllr _____	Cllr _____
East Wycombe Independent	Cllr _____	Cllr _____
Independent	Cllr _____	Cllr _____

9 REPORT OF THE EXECUTIVE LEADER

The Executive Leader is 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 (viii) below are 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) (a) To note that the Executive Leader has appointed Councillor _____ 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) To note that the Leader has appointed Councillor _____ 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 is unable to act through absence, illness, legal

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

- (c) To note that the Leader of the Council has made the following appointments in respect of Cabinet positions and post holders.

(ii) Cabinet positions and post holders To Follow.

(iii) Cabinet terms of reference and responsibilities of individual portfolio holders

These are to be as set out in Part 2 of the Constitution.

(iv) Cabinet Committee terms of reference

There will be no Cabinet Committees in 2015/2016.

(v) Schemes of Delegation of Executive Functions to Officers

There are to be as set out in Part 2 of the Constitution.

(vi) Joint Arrangements

There are three schemes for joint arrangements with one or more other local authorities. These are 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 can be found in Part 2 of the Constitution.

Representation will be:

Chilterns Crematorium Joint Committee – Councillor _____ and Councillor _____

Bucks Joint Waste Committee – Councillor _____, Councillor _____ and Councillor _____ (Standing Deputy).

Chiltern and Wycombe Joint Waste Collection Committee – Councillor _____, Councillor _____ and Councillor _____ (Standing Deputy).

(vii) Appointments to Outside Organisations

The organisations to which the Cabinet makes appointments are as set out below. The Council is asked to note the following appointments for the periods set out.

Local Authority Appointments (until May 2016)

1. Local Government Association

General Assembly (1) Councillor _____

Standing Deputy (1) Councillor _____

2. Wycombe Partnership (1) Councillor _____
Standing Deputy (1) Councillor _____
3. South East England Councils (1) Councillor _____
Standing Deputy (1) Councillor _____
4. Red Kite Board (2) Councillor _____
Councillor _____
5. South East Employers (1) Councillor _____
6. Thames Valley Police & Crime Panel (1) Councillor _____
7. Wycombe Rent Deposition Guarantee Scheme (1) Councillor _____

Other Local Authority Appointments until May 2016

1. BCC Public Health Overview and Select Committee (1) Councillor _____
2. Shadow Health and Wellbeing Board (1) Councillor _____
3. Healthy Communities Partnership (1) Councillor _____

(viii) Deputy Cabinet Members

The following have been appointed to assist the relevant Cabinet Member:

To be confirmed.

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| 10 | COMMITTEE APPOINTMENTS | To Follow |
| 11 | SCHEME OF DELEGATION - NON-EXECUTIVE FUNCTIONS | To Follow |
| 12 | REFRESHMENTS | |

Members and guests are invited to join the Chairman and Honorary Aldermen for refreshments.

For further information, please contact Iram Malik on 01494 421204, iram_malik@wycombe.gov.uk