

Cherwell District Council

Annual Council

Minutes of a meeting of the Council held at Bodicote House, Bodicote, Banbury, OX15 4AA, on 17 May 2016 at 6.30 pm

Present: Former Councillor Melanie Magee (Chairman, for agenda items 1 - 6)
Councillor Chris Heath (Chairman, from agenda item 7)
Councillor Maurice Billington (Vice-Chairman)

Councillor David Anderson
Councillor Ken Atack
Councillor Hannah Banfield
Councillor Andrew Beere
Councillor Claire Bell
Councillor Mike Bishop
Councillor Hugo Brown
Councillor Mark Cherry
Councillor Colin Clarke
Councillor Ian Corkin
Councillor Nick Cotter
Councillor Surinder Dhesi
Councillor John Donaldson
Councillor Sean Gaul
Councillor Carmen Griffiths
Councillor Timothy Hallchurch MBE
Councillor David Hughes
Councillor Shaida Hussain
Councillor Mike Kerford-Byrnes
Councillor Alan MacKenzie-Wintle
Councillor James Macnamara
Councillor Kieron Mallon
Councillor Nicholas Mawer
Councillor Alastair Milne Home
Councillor Richard Mould
Councillor D M Pickford
Councillor Lynn Pratt
Councillor Neil Prestidge
Councillor Nigel Randall
Councillor G A Reynolds
Councillor Sandra Rhodes
Councillor Barry Richards
Councillor Dan Sames
Councillor Les Sibley
Councillor Nigel Simpson
Councillor Jason Slaymaker
Councillor Nicholas Turner
Councillor Douglas Webb
Councillor Bryn Williams
Councillor Barry Wood
Councillor Sean Woodcock

Apologies for absence: Councillor Simon Holland
Councillor Tony Ilott
Councillor Nigel Morris
Councillor Tom Wallis

Officers: Sue Smith, Chief Executive
Ian Davies, Director of Operational Delivery
Kevin Lane, Head of Law and Governance / Monitoring Officer
Paul Sutton, Chief Finance Officer / Section 151 Officer
Natasha Clark, Team Leader, Democratic and Elections

1 **Welcome**

The Chairman welcomed all Members and guests, including all former councillors and past Chairmen and Sir Tony Baldry to the meeting.

Following the recent election, the Chairman thanked former Councillors Fred Blackwell, Matt Johnstone, Lawrie Stratford, Rose Stratford, James Porter, Norman Bolster, Russell Hurle, Lynda Thirzie Smart, Ray Jelf, Douglas Williamson, Michael Gibbard and Trevor Stevens for their service to the district during their time as councillors.

The Chairman welcomed Councillors Mike Bishop, Hannah Banfield, Sean Gaul, Tom Wallis, Jason Slaymaker, David Anderson, Nick Cotter, Jolanta Maria Lis, Hugo Brown, Alan Mackenzie-Wintle and Nigel Simpson to the Council and congratulated them and all other councillors who were returned at the recent election

2 **Declarations of Interest**

15. Appointment of Section 151 Officer.

Paul Sutton, Declaration, as he was to be proposed to be appointed as the Section 151 Officer for Cherwell District and South Northamptonshire Councils and would leave the meeting for the duration of the item.

3 **Communications**

The Chairman made the following announcements:

Recording at meetings

The Chairman advised the meeting that under the Openness of Local Government Bodies Regulations 2014 members of the public were permitted to film, broadcast and report on the meeting, subject to the efficient running of the meeting not being affected.

Annual Council

The Chairman reminded Members that by convention the minutes of Committees, questions, petitions and motions were not taken at Annual Council and these, if any, would be considered at the next meeting.

The Group nominations to committees for the coming year had been tabled.

Chairman's Engagements

The Chairman advised that a copy of the events attended by herself or the Vice-Chairman had been included in the agenda pack.

Register of Interests Form

The Chairman reminded Council that it was a requirement for all Members to complete and return a register of interest form for this term of office within 28 days of the election. Those members who had not yet returned a form had been left a blank form on their desk and were asked to ensure this was completed and returned to the Head of Law and Governance or the Democratic and Elections Team by Thursday 2 June.

Planning Training, Thursday 18 May 2016

The Chairman advised Members that Planning Training would be taking place at 1.30pm on Thursday 18 May 2016. It was a requirement for all Members who sit on Planning Committee to have attended training. New members and substitutes on the Committee should attend this training and other Committee Members were encouraged to attend as a refresher.

This training was open to all Members irrespective of whether they sat on Planning Committee and would hopefully prove helpful for the many questions they were likely to receive from their constituents about Planning on an on-going basis.

Post

The Chairman reminded Members to collect their post from their pigeon hole. Each Member had been given a new lanyard with "councillor" on it, which they should wear going forward when at Bodicote House.

4 Urgent Business

There were no items of urgent business.

5 Minutes of Council

The minutes of the meeting held on 22 February 2016 were agreed as a correct record and signed by the Chairman.

6 Election of Chairman for the Municipal Year 2016/17

(The outgoing Chairman, Former Councillor Melanie Magee, presided for the consideration of this matter and those preceding)

It was moved by Councillor Wood and seconded by Councillor Reynolds, that Councillor Chris Heath be elected as Chairman for the municipal year 2016/17. There were no other nominations.

Resolved

That Councillor Chris Heath be appointed Chairman of Cherwell District Council for the Municipal Year 2016/17.

7 Investiture of Chairman

Councillor Chris Heath, having made and signed the required Declaration of Acceptance of Office was invested with the Chairman's Chain and took the Chair.

8 Chairman's Address

Councillor Chris Heath thanked members for her appointment and addressed the Council. She reported that her chosen charity for this year was Second Time Around. Her consorts for the year would be her Vice-Chairman, Councillor Maurice Billington, and her son Matthew Heath.

9 Unveiling of the Cherwell Coat of Arms by The Right Honourable Sir Tony Baldry

The Chairman welcomed former North Oxfordshire MP the Right Honourable Sir Tony Baldry DL to the rostrum to unveil the Cherwell Coat of Arms.

The Coat of Arms was a gift from Sir Tony, who explained that it was symbolic of the district with a wavy blue line in the centre to represent the River Cherwell which was flanked on either side by designs depicting the M40 and Oxford Canal. An oak tree embodied the countryside while the rainbow was representative of a united and inclusive district.

Councillor Barry Wood thanked Sir Tony on behalf of the Council and explained the Coat of Arms would be displayed in the Council Chamber.

10 Vote of Thanks to Immediate Past Chairman

The Chairman of the Council presented former Councillor Melanie Magee with a gift and her past Chairman's badge as a token of her term of office.

Members paid tribute to former Councillor Magee and thanked her for the dedication she had shown representing the Council, the services she had rendered to the District and the gracious way she had presided over the deliberations of Council during her year of office.

11 **Past Chairman's Response**

Former Councillor Melanie Magee addressed Council to report on her term of office.

Former Councillor Magee reported that she had attended numerous and varied functions during her term of office and hosted events to raise money for her chosen charity, SeeSaw which offers grief support for children and young people in Oxfordshire. Former Councillor Magee presented a cheque to Helen Mackinnon from SeeSaw.

Former Councillor Magee paid particular thanks to her consorts for the year and Liz Matthews, the Chairman's PA and presented them with a token of her appreciation.

12 **Election of Vice-Chairman for the Municipal Year 2016/17**

It was moved by Councillor Wood and seconded by Councillor Reynolds, that Councillor Maurice Billington be elected as Vice-Chairman for the Municipal Year 2016/17. There were no other nominations.

Resolved

- (1) That Councillor Maurice Billington be elected Vice-Chairman of the Council for the municipal year 2016/17.

13 **Investiture of Vice-Chairman**

Councillor Maurice Billington, having made and signed the required Declaration of Acceptance of Office was invested with the Vice-Chairman's Chain.

14 **Annual Council Business Report**

The Chief Executive submitted a report which presented the results of the 5 May 2016 district elections and the constitution of Political Groups, sought the appointment of the Leader of the Council, and requested Members to note the appointment of the Deputy Leader and Executive for the Municipal Year 2016/17 and agree the suggested constitution of Committees for the Municipal year 2016/2017.

Resolved

- (1) That the results of the District elections held on 5 May 2016 be noted:

Council - 17 May 2016

Ward	Elected	Term of Office
Adderbury, Bloxham and Bodicote	Councillor Chris Heath	4 years
	Councillor Mike Bishop	3 years
	Councillor Nigel Randall	2 years
Banbury Calthorpe and Easington	Councillor Kieron Mallon	4 years
	Councillor Colin Clarke	3 years
	Councillor Nigel Morris	2 years
Banbury Cross and Neithrop	Councillor Surinder Dhesi	4 years
	Councillor Hannah Banfield	3 years
	Councillor Alastair Milne Home	2 years
Banbury Grimsbury and Hightown	Councillor Andrew Beere	4 years
	Councillor Claire Bell	3 years
	Councillor Shaida Hussain	2 years
Banbury Hardwick	Councillor John Donaldson	4 years
	Councillor Nicholas Turner	3 years
	Councillor Tony Ilott	2 years
Banbury Ruscote	Councillor Mark Cherry	4 years
	Councillor Sean Woodcock	3 years
	Councillor Barry Richards	2 years
Bicester East	Councillor Sean Gaul	4 years
	Councillor Richard Mould	3 years
	Councillor Tom Wallis	2 years
Bicester North and Caversfield	Councillor Lynn Pratt	4 years
	Councillor Jason Slaymaker	3 years
	Councillor Nick Mawer	2 years
Bicester South and Ambrosden	Councillor Dan Sames	4 years
	Councillor David Anderson	3 years

	Councillor Nick Cotter	2 years
Bicester West	Councillor Les Sibley	4 years
	Councillor Debbie Pickford	3 years
	Councillor Jolanta Maria Lis	2 years
Cropredy, Sibfords and Wroxton	Councillor George Reynolds	4 years
	Councillor Ken Atack	3 years
	Councillor Douglas Webb	2 years
Deddington	Councillor Bryn Williams	4 years
	Councillor Hugo Brown	3 years
	Councillor Mike Kerford-Byrnes	2 years
Fringford and Heyfords	Councillor James Macnamara	4 years
	Councillor Ian Corkin	3 years
	Councillor Barry Wood	2 years
Kidlington East	Councillor Maurice Billington	4 years
	Councillor Neil Prestidge	3 years
	Councillor Carmen Griffiths	2 years
Kidlington West	Councillor Sandra Rhodes	4 years
	Councillor Alan Mackenzie-Wintle	3 years
	Councillor Nigel Simpson	2 years
Launton and Otmoor	Councillor Simon Holland	4 years
	Councillor Tim Hallchurch	3 years
	Councillor David Hughes	2 years

- (2) That the constitution of Political Groups (38 Conservatives, 8 Labour and 2 Independents) and notification of Group Leaders: Councillor Barry Wood, Leader of the Conservative Group and Leader of the Council, Councillor Sean Woodcock, Leader of the Labour Group and Leader of the Opposition and Councillor Les Sibley, Leader of the Independent Group, be noted.
- (3) That Councillor Barry Wood be appointed Leader of the Council.

- (4) That the appointment of the Deputy Leader of the Council, the membership of the Executive and the Executive Portfolios for 2016/17 be noted:

Lead Member Portfolio	Councillor
Leader of the Council (Responsibility for Eco Town/Garden Town including Graven Hill, policy, partnerships, Law and Governance, Human Resources, Communications, Performance and Programme Management)	Councillor Barry Wood
Deputy Leader of the Council (Responsibility for Leisure, Car parks, customer service and Museum)	Councillor George Reynolds
Lead Member for Public Protection	Councillor Tony Ilott
Lead Member for Housing	Councillor John Donaldson
Lead Member for Clean and Green	Councillor Debbie Pickford
Lead Member for Banbury Futures (Responsible for Brighter Futures and Banbury Projects Board)	Councillor Kieron Mallon
Lead Member for Change Management, Joint Working and IT	Councillor Nicholas Turner
Lead Member for Financial Management	Councillor Ken Atack
Lead Member for Estates and the Economy	Councillor Lynn Pratt
Lead Member for Planning	Councillor Colin Clarke

- (5) That the allocation of seats on committees that were subject to the political balance requirements be agreed:

	TOTAL	CON	LAB	IND
Accounts, Audit & Risk Committee	8	6	2	0
Appeals Panel	10	8	1 (-1)	1 (+1)

Budget Planning Committee	12	10	2	0
Joint Appeals Panel	3	2	1	0
Joint Commissioning Committee	6	5	1	0
Joint Scrutiny Committee	5	4	1	0
Licensing Committee	12	9 (-1)	2	1 (+1)
Overview & Scrutiny	12	10	2	0
Personnel Committee	12	10	2	0
Planning Committee	18	14	3	1
Standards Committee	8	7	1 (-1)	1 (+1)
Proportional Total by Committee	106	85	20	1
Aggregate Entitlement	106	84	18	4
Adjustment Required	N/A	-1	- 2	+3

- (6) That the allocation of seats on committees not subject to political balance requirements be agreed:

	TOTAL	CON	LAB	IND
Joint Councils Employee Engagement Committee	3	2	1	0

- (7) That members (and where appropriate, substitute members) be appointed to serve on each of the committees and other bodies as set out below in accordance with the nominations made by political groups:

Proportional Committees 2016/17

Accounts, Audit and Risk Committee

Membership (8 members with unnamed substitutes)

Conservative (6)	Labour (2)	Ind (0)
Cllr Hugo Brown	Cllr Barry Richards	
Cllr Ian Corkin	Cllr Sean Woodcock	
Cllr Sean Gaul		
Cllr Mike Kerford-Byrnes		
Cllr Nigel Randall		
Cllr Tom Wallis		

Appeals Panel

Membership (10 members with no substitutes)

Conservative (8)	Labour (1)	Ind (1)
Cllr Mike Bishop	Cllr Hannah Banfield	Cllr Nick Cotter
Cllr Carmen Griffiths		
Cllr Tim Hallchurch		
Cllr Tony Ilott		
Cllr James Macnamara		
Cllr Alastair Milne Home		
Cllr Richard Mould		
Cllr Douglas Webb		

Budget Planning Committee

Membership (12 members with unnamed substitutes)

Conservative (10)	Labour (2)	Ind (0)
Cllr David Anderson	Cllr Barry Richards	
Cllr Ken Attack	Cllr Sean Woodcock	
Cllr Hugo Brown		
Cllr Ian Corkin		
Cllr Carmen Griffiths		
Cllr Alan MacKenzie-Wintle		
Cllr Nicholas Mawer		
Cllr Nigel Randall		

Cllr Tom Wallis
Cllr Douglas Webb

Joint Appeals Panel

Membership (3 seats, 2 named substitutes)

Conservative (2)	Labour (1)	Ind (0)
Cllr Mike Bishop	Cllr Hannah Banfield	
Cllr James Macnamara		

Substitutes

Conservative (1)	Labour (1)	Ind (0)
Cllr Colin Clarke	Cllr Surinder Dhesi	

Joint Commissioning Committee

Membership (6 members, unnamed substitutes)

Conservative (5)	Labour (1)	Ind (0)
Cllr Ken Attack	Cllr Barry Richards	
Cllr George Reynolds		
Cllr Dan Sames		
Cllr Nicholas Turner		
Cllr Barry Wood		

Joint Scrutiny Committee

Membership (5 members, unnamed substitutes)

Conservative (4)	Labour (1)	Ind (0)
Cllr Nicholas Mawer	Cllr Sean Woodcock	
Cllr Nigel Morris		
Cllr Neil Prestidge		
Cllr Sandra Rhodes		

Licensing Committee

Membership (12 seats and 5 substitutes based on proportional representation with each represented party having at least 1 substitute)

Conservative (9)

Cllr Tony Ilott
Cllr Richard Mould
Cllr Debbie Pickford
Cllr George Reynolds
Cllr Sandra Rhodes
Cllr Nigel Simpson
Cllr Jason Slaymaker
Cllr Douglas Webb
Cllr Bryn Williams

Labour (2)

Cllr Surinder Dhese
Cllr Hannah Banfield

Ind (1)

Cllr Nick Cotter

Substitutes

Conservative (3)

Cllr David Hughes
Cllr Alastair Milne Home
Cllr Barry Wood

Labour (1)

Cllr Andy Beere

Ind (1)

Cllr Les Sibley

Overview and Scrutiny Committee

Membership (12 members with unnamed substitutes)

Conservative (10)

Cllr David Anderson
Cllr Mike Bishop
Cllr Hugo Brown
Cllr Chris Heath
Cllr Jolanta Maria Lis
Cllr Nick Mawer
Cllr Neil Prestidge
Cllr Sandra Rhodes
Cllr Jason Slaymaker
Cllr Bryn Williams

Labour (2)

Cllr Claire Bell
Cllr Mark Cherry

Ind (0)

Personnel Committee

Membership (12 members, unnamed substitutes who shall not be members of the Appeals Panel)

Conservative (10)	Labour (2)	Ind (0)
Cllr Ken Atack	Cllr Andy Beere	
Cllr Maurice Billington	Cllr Shaida Hussain	
Cllr Simon Holland		
Cllr Jolanta Maria Lis		
Cllr George Reynolds		
Cllr Dan Sames		
Cllr Nigel Simpson		
Cllr Jason Slaymaker		
Cllr Bryn Williams		
Cllr Barry Wood		

Planning Committee

Membership (18 members, 12 named substitutes)

Conservative (14)	Labour (3)	Ind (1)
Cllr Colin Clarke	Cllr Hannah Banfield	Cllr Les Sibley
Cllr Chris Heath	Cllr Andy Beere	
Cllr David Hughes	Cllr Barry Richards	
Cllr Mike Kerford-Byrnes		
Cllr Alan MacKenzie-Wintle		
Cllr James Macnamara		
Cllr Alastair Milne-Home		
Cllr Richard Mould		
Cllr Debbie Pickford		
Cllr Lynn Pratt		
Cllr Nigel Randall		
Cllr George Reynolds		
Cllr Nigel Simpson		
Cllr Nicholas Turner		
Substitutes		
Conservative (9)	Labour (2)	Ind (1)
Cllr Ken Atack	Cllr Surinder Dhesi	Cllr Nick Cotter
Cllr Maurice Billington	Cllr Sean Woodcock	

Cllr Hugo Brown
Cllr Ian Corkin
Cllr Carmen Griffiths
Cllr Tim Hallchurch
Cllr Sandra Rhodes
Cllr Bryn Williams
Cllr Barry Wood

Standards Committee

Membership (8 members, 8 substitute members)

Conservative (6)	Labour (1)	Ind (1)
Cllr Sean Gaul	Cllr Andy Beere	Cllr Les Sibley
Cllr Tim Hallchurch		
Cllr Simon Holland		
Cllr Jolanta Maria Lis		
Cllr James Macnamara		
Cllr Nigel Morris		

Substitutes

Conservative (7)	Labour (1)	Ind (1)
Cllr Ken Attack	Cllr Shaida Hussain	Cllr Nick Cotter
Cllr Ian Corkin		
Cllr Carmen Griffiths		
Cllr George Reynolds		
Cllr Barry Wood		
Vacant		
Vacant		

Non-Proportional Committees

Joint Councils Employee Engagement Committee

Membership (3 seats, unnamed substitutes)

Conservative (2)	Labour (1)	Ind (0)
Cllr Nicholas Turner	Cllr Andy Beere	
Cllr Barry Wood		

- (8) That Councillor Nigel Randall be appointed as Cherwell District Council's representative to the Oxfordshire Health Overview and Scrutiny Panel.
- (9) That Councillor Tony Ilott be appointed as Cherwell District Council's representative to the Police and Crime Commissioner Scrutiny Panel.

15 **Appointment of Section 151 Officer**

The Chief Executive submitted a report to designate the appropriate officer of the Council as its Section 151 Officer as required by the Constitution and legislation.

Resolved

- (1) That Paul Sutton be appointed as the Council's Section 151 Officer with effect from 19 May 2016, subject to South Northamptonshire Council resolving in similar terms, and that he be requested to appoint a suitably qualified and experienced Deputy Section 151 Officer from the same date.

(Paul Sutton left the meeting for the duration of the item)

16 **Standards Arrangements - Appointment of Independent Person**

The Head of Law and Governance submitted a report to appoint a statutory independent person following the expiry of the fixed term of Mr Tom Edwards.

Resolved

- (1) That Mr Tom Edwards be appointed as an independent person pursuant to section 28(7) of the Localism Act 2011 for a term of four years expiring on the date of the annual meeting of Council in 2020.

17 **Notification of Urgent Action**

The Chief Executive submitted a report to notify Council of the taking of urgent action by the Chief Executive in accordance with constitutional requirements.

Resolved

- (1) That urgent action taken by the Chief Executive be noted.

The meeting ended at 7.15 pm

Council - 17 May 2016

Chairman:

Date: