

NORTH DORSET DISTRICT COUNCIL

MINUTES OF THE ANNUAL MEETING OF THE COUNCIL HELD ON FRIDAY, 16 MAY 2008 AT 10.00AM IN THE COUNCIL CHAMBER, NORDON, SALISBURY ROAD, BLANDFORD FORUM

Present: Mike Oliver (Chairman of the Council)
Colin Kay (Vice-Chairman of the Council)
Brian Anderson, MVO
Bill Batty-Smith, MBE
Derek Beer
Angus Campbell
Graham Carr-Jones
Nigel Cook
Barrie Cooper
Michael Cox
Deborah Croney
Charles Dowden
David Fox (until 11.05am)
Vic Fox
Joe Hickish
Nessa Hickish
Steve Hitchings
Su Hunt
Trish Lever
Della Jones, MBE (until 11.15am)
Nick Mason
Geoffrey Miller
David Milsted
Richard Moyle
Val Pothecary
Michael Roake
John Tanner
Chris Tomlinson
Peter Webb
Mark White

Apologies: Councillors Audrey Burch, Mervyn Jeffery and Ian Stewart.

1. **ELECTION OF CHAIRMAN**

The Chairman of the Council stood down from the dais for this item.

The Vice Chairman, in calling for nominations for Chairman of the Council for 2008/09, thanked Councillor Oliver for another successful year representing the Council as its Chairman and in chairing the full Council meetings with fairness and humour. He noted that Mike and his wife Jill had attended 86 civic functions in 07/08 and had done much work in raising money for his chosen charity – Dorset and Somerset Air Ambulance.

Councillor Webb proposed, and Councillor Kay seconded, that Councillor Mike Oliver be elected Chairman of the Council for the ensuing year.

There were no other nominations and the Council elected Councillor Oliver as its Chairman for 2008/09.

Resolved

To elect Councillor Mike Oliver as Chairman of the Council for 2008/09.

Councillor Oliver took the chair.

The Chairman thanked his fellow councillors for the confidence shown in him in giving him the honour of serving as Chairman for another year and for the support he had received during the past year. He had enjoyed his duties, especially those involving children and young people. He had made many friends as Chairman and hoped to continue to promote the Council during his next year of office. He thanked all Council staff and Members for their dedication to the Council. He particularly thanked Peter Hyde, the Council's Communications Manager, Nicci Brown of the Western Gazette, and the Dorset Echo for their assistance with press coverage of events. He congratulated Vic Fox and Ian Stewart following their appointments as the Mayors of Sturminster Newton and Gillingham Town Councils respectively and Graham Carr-Jones on his appointment as Chairman of Stalbridge Town Council. He thanked Steve Hitchings, Derek Beer and Bill Batty-Smith for their service as Mayors/Chairman in 2007/08.

The Chairman also thanked, Liz Goodall, Sandra Deary and Kimberly Bourne for the support they had given him in carrying out his duties. He presented them each with a bouquet of flowers.

He also thanked his wife, Jill, for the support she had given him in the role. The Leader of the Council presented Jill Oliver with a bouquet of flowers to thank her for her hard work on behalf of the Council.

2. ELECTION OF VICE CHAIRMAN

The Vice-Chairman of the Council stood down from the dais for this item.

The Chairman nominated, seconded by Councillor Batty-Smith, Councillor Colin Kay for the position of Vice Chairman of the Council for 2008/09. He thanked Councillor Kay and his wife, Susan, for supporting him in 2007/08 and for their dedication to the role of Vice Chairman. The Chairman congratulated Colin for his exemplary chairing of the two full Council Meetings he had covered in his absence.

There were no other nominations and the Council elected Councillor Kay as its Vice Chairman for 2008/09. Councillor Kay thanked the Council for their kind words.

Resolved

To elect Councillor Kay as Vice-Chairman of the Council for 2008/09.

3. **DECLARATIONS OF INTEREST**

No declarations of interest were made.

4. **MINUTES**

The minutes of the meeting of the Council held on 25 April 2008 were confirmed as a correct record and signed by the Chairman subject to the addition of the reason for Councillor Hitchings leaving the meeting early being shown as his being called out for the fire service.

The Democratic Services Manager undertook to consider ways of recording in the Minutes when Members left Council Meetings early which agenda items they had attended for.

5. **NOTIFICATION OF GROUP LEADERS**

The following Councillors had been appointed as Group Leaders/Spokesman:

Peter Webb - Conservative Group Leader

David Milsted - Liberal Democrat Group Leader

Geoffrey Miller - Independent Group Spokesman.

6. **APPOINTMENT OF LEADER OF THE COUNCIL**

Councillor Roake nominated Councillor Webb as Leader of the Council. This was seconded by Councillor Jones. There were no other nominations and Councillor Webb was appointed as Leader for the ensuing year.

Resolved

To appoint Councillor Webb as Leader of the Council for 2008/09.

Councillor Webb thanked Council for their confidence in appointing him as Leader of the Council for another year and for the support shown to him in undertaking the role.

7. **DEPUTY LEADER AND OTHER MEMBERS OF THE CABINET**

The Leader announced that Councillor Roake would continue to be the Deputy Leader and Deputy Chairman of the Cabinet. The Cabinet membership and portfolios for 2008/09 would be as follows:

Councillor Peter Webb	Leader, Finance and Planning Policy
Councillor Michael Roake	Deputy Leader and Environment Portfolio
Councillor Graham Carr-Jones	Access and Affordable Housing Portfolio
Councillor Deborah Croney	Economy Portfolio
Councillor Richard Moyle	Community Portfolio

The Leader circulated to Council the portfolio-holder responsibilities for 2008/09. He announced that Councillor Milsted would continue to be the Lead Member for Local Delivery and that he had decided to appoint Councillor Mason as the Lead Member for the Youth Forum. Councillor Mason would also support the Access and Affordable Housing Portfolio holder in relation to young people's issues.

The Chairman thanked Councillor Cox for his service as a Cabinet Member and congratulated Councillor Croney on her appointment to the Cabinet.

Councillor Cox also congratulated Councillor Croney on her appointment and paid tribute to the officers he had worked with in his portfolio area.

8. **CONFIRMATION OF THE CONSTITUTION, INCLUDING THE TERMS OF REFERENCE OF THE COMMITTEES**

Resolved

To confirm the Council's Constitution, including the terms of reference of the Committees.

9. **MEMBERSHIPS OF COMMITTEES, WORKING PARTIES, OTHER BODIES AND OUTSIDE BODIES – RECOMMENDATIONS OF THE ORGANISATION ADVISORY PANEL – 9 MAY 2008**

The Council considered recommendations from the Organisation Advisory Panel which had met on 9 May 2008.

The Chairman of the Council advised Members that, following a discussion at the Organisation Advisory Group, the form of Members' names on the Membership Lists had been changed to show first names, rather than any title. From this Annual Council this would be the form for names on all formal Council documents. Members were asked if they were happy that this change be made and no objections were raised.

Appointments to Committees, Cabinet Working Parties and Other Bodies

During the course of considering the Panel's recommendations, the Council unanimously agreed to disapply the requirements for proportional political balance on certain committees.

The Policy and Service Review Committees met during a recess of the Council meeting to appoint their respective Vice-Chairmen and a Member from each to serve on the Overview and Scrutiny Committee.

Appointments of Representatives to Serve on Outside Bodies for 2008/09

Council considered the Panel's recommendations on representatives to serve on outside bodies. Councillor Hitchings updated Members on the proposals for the Blandford Rural PACT Panels.

Resolved

1. to disapply proportional political balance requirements in respect of the Development Control, Licensing and Orders, Personnel, Accounts and Audit, Overview and Scrutiny, Policy and Service Review Committees and the Political Management Panel. (The Council agreed this resolution unanimously);
2. to agree the membership, Chairmen and Vice Chairmen of the Council's committees and other bodies for 2008/09, as set out in Appendix 1 to these minutes;

3. to note the memberships of Cabinet Working Parties as listed on Appendix 1 to these minutes;
4. to agree the Council representatives on outside bodies for 2008/09 (as set out in Appendix 2 to these minutes).
5. to note the information in relation to possible future appointments to PACT panels.

Reason for Decision

To appoint memberships to Council and outside bodies in order to carry out the work of the Authority.

10. MEMBERS' ALLOWANCES - PAYMENTS TO MEMBERS FOR 2007/08

The Council received a paper setting out the allowance payments made to Members during 2007/08.

Resolved

To note the payments made to Councillors under the Members' Allowances Scheme for the 2007/08 year to date, as shown at Appendix 3 to these minutes.

11. MEMBERS' ATTENDANCES 2007/08

The Council received a paper setting out Members' attendances at committees and other Council bodies and at internal learning and development events during 2007/8.

Councillor Milsted highlighted that this was not a complete record of Members' attendances because a number of informal bodies were not included. If read together with the information on Members' Allowances noted in the previous report it was mis-leading because it would incorrectly appear that travel had been claimed for more meetings than had been attended. Members asked that a report be considered by the Political Management Panel on how this could be addressed.

Resolved

To note the attendance of Councillors as detailed in Attachments A, B C and D to the report, subject to the comments of Members as raised above.

The meeting ended at 12 noon.

CHAIRMAN

APPOINTMENT OF COMMITTEES, WORKING PARTIES AND OTHER BODIES 2008/09

COMMITTEES

STANDARDS COMMITTEE (4 Members of NDDC, plus 6 external members)

Chairman: Ian McNeil (Independent Member)

Vice-Chairman: To be elected by the Standards Committee.

Audrey Burch

Angus Campbell

Steve Hitchings

Della Jones

DEVELOPMENT CONTROL COMMITTEE (12 Members)

Chairman: Bill Batty-Smith

Vice-Chairman: Mervyn Jeffery

Brian Anderson

Nigel Cook

Charles Dowden

Vic Fox

Joe Hickish

Su Hunt

Trish Lever

Geoffrey Miller

David Milsted

Val Pothecary

LICENSING AND ORDERS COMMITTEE (10 Members)

Chairman: Derek Beer

Vice-Chairman: Colin Kay

Graham Carr-Jones

Nessa Hickish

Della Jones

Richard Moyle

Mike Oliver

Ian Stewart

Chris Tomlinson

Mark White

PERSONNEL COMMITTEE (7 Members, at least 2 Cabinet Members)

Chairman: Peter Webb

Vice-Chairman: John Tanner

Barrie Cooper

Su Hunt

Richard Moyle

Mike Oliver

Chris Tomlinson

ACCOUNTS AND AUDIT COMMITTEE (5 Members)

Chairman: Steve Hitchings

Vice-Chairman: Ian Stewart

Colin Kay

Richard Moyle

Peter Webb

OVERVIEW AND SCRUTINY COMMITTEE (8 Members)

Chairman: Ian Stewart

Vice-Chairman: Bill Batty-Smith

Vic Fox

Steve Hitchings

Mervyn Jeffery

Nick Mason

Geoffrey Miller

David Milsted

POLICY REVIEW COMMITTEE (11 Members)

Chairman: David Milsted

Vice-Chairman: Geoffrey Miller

Audrey Burch

Charles Dowden

Nigel Cook

Nessa Hickish

Steve Hitchings

Su Hunt

Colin Kay

Trish Lever

Val Potheary

SERVICE REVIEW COMMITTEE (11 Members)

Chairman: Vic Fox

Vice-Chairman: Mervyn Jeffery

Derek Beer

Michael Cox

David Fox

Joe Hickish

Della Jones

Nick Mason

John Tanner

Chris Tomlinson

Mark White

POLITICAL MANAGEMENT PANEL (8 Members)

Chairman: Mike Oliver

Vice-Chairman: Steve Hitchings

Audrey Burch

Angus Campbell

Della Jones

David Milsted

Ian Stewart

Peter Webb

CABINET WORKING PARTIES

PLANNING POLICY PANEL (7 Members, plus Portfolio Holder)

Chairman: Portfolio Holder for Economy – Deborah Croney
Bill Batty-Smith - as Chairman of Development Control Committee
Joe Hickish
Su Hunt
Mervyn Jeffery
Colin Kay
Geoffrey Miller
David Milsted

LIVEABILITY BOARD (6 Members)

Chairman: Michael Cox
David Fox
Vic Fox
Steve Hitchings
Trish Lever
Geoffrey Miller

TEAM NORTH DORSET PROGRAMME BOARD (5 Council Members plus external members)

Chairman: Leader of the Council - Peter Webb
Brian Anderson
Vic Fox
Joe Hickish/Nessa Hickish (job share)
Mervyn Jeffery

ORGANISATION ADVISORY PANEL (3 Members plus the Chairman of the Council)

Chairman: Mike Oliver (Chairman of the Council)
Geoffrey Miller
David Milsted
Peter Webb

RE-CYCLING AND WASTE WORKING PARTY (7 Members)

Chairman: Portfolio Holder for Environment - Michael Roake
Graham Carr-Jones
Barrie Cooper
Mervyn Jeffery
David Milsted
Mike Oliver
Peter Webb

AFFORDABLE HOUSING WORKING PARTY (4 Members)

Chairman: Leader of the Council - Peter Webb
Portfolio Holder for Affordable Housing – Graham Carr-Jones
David Milsted
Mike Oliver

Plus

Ward Member/s and on an ad hoc basis.
Relevant Officers.

TOUGH CHOICES PROGRAMME BOARD (9 Members)

Chairman: Leader of the Council - Peter Webb
Graham Carr-Jones
Michael Cox
Joe Hickish
Steve Hitchings
David Milsted
Mike Oliver
Michael Roake
Ian Stewart

BUSINESS TRANSFORMATION SUB-GROUP (4 Members)

Lead Member: Peter Webb
Membership to be agreed by the Tough Choices Programme Board.

FOCUSED RESOURCES SUB-GROUP (6 Members)

Lead Member: Graham Carr-Jones
Membership to be agreed by the Tough Choices Programme Board.

LOCAL DELIVERY SUB-GROUP (4 Members)

Lead Member: David Milsted
Membership to be agreed by the Tough Choices Programme Board.

TREASURY MANAGEMENT PANEL (3 Members).

Geoffrey Miller
David Milsted
Peter Webb

COUNTRYSIDE AND HERITAGE PARTNERSHIP PANEL (4 NDDC Members)

Chairman: Michael Cox
Mervyn Jeffery
Della Jones
Colin Kay

4. **OTHER BODIES**

BLANDFORD LEISURE CENTRE ACTION GROUP (3 NDDC Members).

Environment Portfolio Holder – Michael Roake
Steve Hitchings
Nessa Hickish
John Tanner

SHAFTESBURY LEISURE CENTRE COMMITTEE (5 NDDC Members).

Environment Portfolio Holder– Michael Roake
Derek Beer
Nigel Cook
Mervyn Jeffery
Trish Lever

**REPRESENTATIVES ON OUTSIDE BODIES
FOR 2008 – 2011**

- Category A – Can claim travel and subsistence (for duties outside the District), formal feedback required
 B - Can claim travel and subsistence (for duties outside the District), feedback required
 C - Not usually able to claim travel or subsistence.

Organisation	Representative	Category
Artsreach	Graham Carr-Jones Deputy: Joe Hickish	B
Blandford Hospital and Locality Management Group	Nessa Hickish	A
Blandford Youth Advice and Information Shop – TREADS Management Committee	John Tanner	B
Citizens Advice Bureau (North Dorset)	Colin Kay Ian Stewart	A
Community Mental Health Team ND NHS Primary Care Trust (Blandford Mental Health Forum)	John Tanner	B
Compton Abbas Airfield Consultative Committee	Colin Kay	B
Cranborne Chase and West Wilts Downs AONB	Colin Kay Mervyn Jeffery	A
Digby Newland and Foster Educational Foundations	Bill Batty-Smith	C
Dorset AONB	Portfolio Holder for Economy	A
Dorset Archaeological Committee	Charles Dowden	B
Dorset Healthcare Trust Council of Governors	Bill Batty-Smith	B

APPENDIX 2

Organisation	Representative	Category
Dorset, New Forest Tourism Partnership Steering Group	Portfolio Holder for Economy	C
Dorset Arts Advisory Group	Graham Carr-Jones Della Jones	B
Dorset Building Control Customer Panel	Bill Batty-Smith	B
Dorset Building Preservation Trust	Charles Dowden	A
Dorset County Council Health Scrutiny Committee	Bill Batty-Smith	A
Dorset County Council Supporting People Programme Commissioning Body	Colin Kay	B
Dorset Community Action	Su Hunt	A
DCA-Village Hall Capital Grants Committee	David Fox	A
Dorset Postwatch (Informed by Councillor Jones that this is to be incorporated into the National Consumer Council)	Della Jones	B
Dorset Playingfields Association and Sports Council	Brian Anderson	B
Dorset Strategic Partnership	Leader of the Council	A
Dorset Waste Forum	Portfolio Holder for Environment	A
Dorset Waste Pathfinder Panel	Michael Roake Mervyn Jeffery	A
Eastern Dorset Crime and Disorder Reduction Partnership	Portfolio Holder for Community	B
Environment Agency – Area Environment Group	Portfolio Holder for Environment	A

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Organisation	Representative	Category
Gillingham & Shaftesbury Transport Group	Derek Beer	B
Gillingham Swimming Bath Charitable Trust (3 Gillingham Members)	Su Hunt David Milsted Ian Stewart	B
Gillingham Youth Centre Management Cttee – BONES	Su Hunt	B
Henstridge Airfield Consultative Committee	Geoffrey Miller	B
Inter Authority Committee Waterloo Exeter Railway Line	Derek Beer	B
Leader+	Portfolio Holder for Economy	A
Local Strategic Partnerships: <ul style="list-style-type: none"> • Blandford • Gillingham (Three Rivers Partnership) • Sturminster Newton/ Stalbridge (Sturquest) • Shaftesbury and District Task Force • CPEND 	Portfolio Holder Portfolio Holder Portfolio Holder Portfolio Holder Leader of the Council	A
National Parking Adjudication Service Joint Committee	Portfolio Holder for Economy	B
North Dorset Community Safety Partnership	Steve Hitchings Mike Oliver	B
PACT – Blandford Town	Steve Hitchings	B
PACT – Gillingham Town	David Milsted	B
PACT – Shaftesbury Town	Derek Beer	B
PACT – Stour Valley	Michael Roake	B
Shaftesbury Abbey and Museum Preservation Trust	Charles Dowden*	C

* Correction to typographical error on the circulated list.

APPENDIX 2

Organisation	Representative	Category
Shaftesbury Arts Centre	Nigel Cook	C
Shaftesbury and District Tourism Association	Trish Lever	C
Shaftesbury Hospital Locality & Management Group	David Milsted	A
Shaftesbury Youth Club	Trish Lever	B
Shaftesbury Young Peoples Project (Toby's)	Mervyn Jeffery	B
Signpost Housing Association	Su Hunt Geoffrey Miller John Tanner	A
South West Local Government Association	Group Leaders/Co-ordinator or Deputy	A
SW Museum, Libraries and Archives Council	Charles Dowden Deputy: David Milsted	B
South West Regional Assembly	Leader of the Council or his nominee	A
South West Tourism	Portfolio Holder for Economy Audrey Burch	A
South Western Provincial Council	Portfolio Holder covering Personnel	A
Sturminster Newton Youth Centre Management Committee	Vic Fox	B
Wessex Water Customer Liaison Panel	Colin Kay	B

FINANCIAL YEAR SUMMARY APRIL 2007 - MARCH 2008				
NAME	BASIC	SPECIAL RESPONSIBILITY ALLOWANCE	MEMBERS TRAVEL & SUBSISTENCE	TOTAL
ANDERSON, BRIAN	3692.24		104.00	3796.24
BEER, DEREK	4087.60	3966.40	163.30	8217.30
BATTY-SMITH, WILLIAM	4087.60	4957.91	1162.65	10208.16
BURCH, AUDREY	3692.24		86.40	3778.64
CAMPBELL, IAN A	4087.60			4087.60
CARR-JONES, GRAHAM	4087.60	5949.55	1270.85	11308.00
COOK, NIGEL	3692.24			3692.24
COOPER, BARRIE G	4087.60			4087.60
COX, MICHAEL	4087.60	5949.55	782.20	10819.35
CRONEY, DEBORAH A	3692.24		186.40	3878.64
DOWDEN, CHARLES	3692.24		228.80	3921.04
FOX, VICTOR G	4087.60	3571.00	462.90	8121.50
FOX, DAVID C	4087.60		150.80	4238.40
HICKISH, JOSEPH	3692.24		66.80	3759.04
HICKISH, VANESSA	3692.24			3692.24
HITCHINGS, STEPHEN G	4087.60	2180.81		6268.41
HUNT, SU	4087.60		827.20	4914.80
JONES, DELLA L	4087.60		343.00	4430.60
JEFFERY, MERVYN	4087.60	1951.29	704.20	6743.09
KAY, ANTHONY COLIN	4087.60	1141.70	691.60	5920.90
LEVER, PATRICIA	3692.24		349.20	4041.44
MILLER, GEOFFREY A	4087.60	297.18		4384.78
MOYLE, RICHARD	4087.60	5949.55		10037.15
MILSTED, DAVID	4087.60	5389.93	1806.76	11284.29
MASON, NICK	3692.24			3692.24
OLIVER, MICHAEL D	4087.60	6208.56	955.00	11251.16
POTHECARY, VALERIE R	3692.24		388.80	4081.04
ROAKE, MICHAEL	4087.60	5949.55		10037.15
STEWART, IAN	4087.60	5554.19	628.80	10270.59
TANNER, JOHN E T	4087.60			4087.60
TOMLINSON, CHRISTOPHER M	3692.24		142.40	3834.64
WEBB, PETER	4087.60	9715.53		13803.13
WHITE, MARK	3692.24			3692.24
TOTAL	122762.00	68732.70	11502.06	
INDEPENDENT MEMBERS OF STANDARDS COMMITTEE				
FRASER, LACHLAN G		386.70	119.55	506.25
HORTON, EDWARD JAMES		386.70		386.70
MCNEIL, IAN	3563.47			3563.47
STAYT, JACKIE		324.58		324.58
* The figures shown are for the financial year NOT the Council year.				