

NORTH HERTFORDSHIRE DISTRICT COUNCIL

Annual Meeting of the Council held in the Council Chamber, Council Offices, Gernon Road, Letchworth on Thursday 12 May 2005.

PRESENT: Councillors Mrs. A.G. Ashley, A. Bardett, J.F. Barry, David Billing, Judi Billing, Simon Bloxham, P.C.W. Burt, J.M. Cunningham, W.M. Davidson, Tricia Gibbs, Gary Grindal, Tony Hartley, Ms F.R. Hill, G.C. Hollands, T.W. Hone, D.J. Horrell, Robert Inwood, Sal Jarvis, Steve Jarvis, David Kearns, Joan Kirby, Ian Knighton, Sandra Lunn, Peter Mardell, H.M. Marshall, Lawrence McNamara, D. Miller, M.R.M. Muir, Mrs L.A. Needham, Karry Omer, Lawrence Oliver, M. Paterson, D. Sangha, R. Shakespeare-Smith, Derek Sheard, F.J. Smith, Martin Stears, Mrs C.P.A. Strong, R.A.C. Thake, Michael Weeks, F.R.B. Wordsworth, Ms S. Wren and A.D. Young.

IN ATTENDANCE Chief Executive, Strategic Director of Financial and Regulatory Services, Strategic Director of Customer Services, Assistant Director Legal and Democratic Services, Democratic Services Manager and Senior Committee and Member Services Officer.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors D.J. Barnard, Lorna Kercher and Ian Mantle.

2. ELECTION OF CHAIRMAN OF THE COUNCIL

Nominations were invited by the retiring Chairman (Councillor H.M. Marshall) for the election of the Chairman of the Council to hold office until the next annual meeting of the Council in 2006.

It was proposed by Councillor F.J. Smith, seconded by Councillor T.W. Hone and

RESOLVED: That Councillor Mrs Lynda Ann Needham be elected Chairman of the Council to hold office until the next Annual Meeting of the Council in 2006.

Councillor Mrs Needham then read and signed the Statutory Declaration of Acceptance of Office and the retiring chairman (Councillor H.M. Marshall) placed the chain of office upon her. Councillor Mrs Needham thanked the Council for her election as Chairman and took the Chair. She informed the Council that her consort for the year would be her husband, Ken, and she invested him with his chain.

3. COUNCILLOR HOWARD MAYCROFT MARSHALL - PAST CHAIRMAN

The Chairman paid tribute to Councillor H.M. Marshall for his services as Chairman during his term of office. Councillor H.M. Marshall expressed his appreciation for the support that had been given to him during his term as Chairman of the Council. He wished to record his thanks to the Chairman's secretary and the Democratic Services Manager for their help during the civic year, and in particular in the arrangements for the Civic Reception.

Councillor H.M. Marshall also presented the Chairman, on behalf of the Council, with a certificate of thanks from his Chairman's charity, Khandel Light, for the funds that had been raised during his term of office.

It was moved by the Chairman, Councillor Mrs L.A. Needham, seconded by Councillor F.J. Smith and

RESOLVED: That the Council placed on record its sincere thanks and appreciation to Councillor Howard Maycroft Marshall for his services as Chairman of the Council during the past year.

4. APPOINTMENT OF VICE-CHAIRMAN OF THE COUNCIL

The Chairman asked for nominations for the appointment of Vice-Chairman of the Council to hold office until the next Annual Meeting of the Council in 2006.

It was moved by Councillor F.J. Smith, seconded by Councillor T.W. Hone and

RESOLVED: That Councillor Mrs Claire Patricia Annette Strong be appointed Vice-Chairman of the Council to hold office until the next Annual meeting of the Council in 2006.

Councillor Mrs C.P.A. Strong then read and signed the Statutory Declaration of Acceptance of Office and the Chairman placed the Vice-Chairman's chain upon her. Councillor Mrs C.P.A. Strong thanked the Council for her appointment as Vice-Chairman. She informed the Council that her consort for the year would be her husband, Tony, and she invested him with his chain.

5. MINUTES

RESOLVED: That the minutes of the meeting of the Council held on 26 April 2005 be approved as a true record and signed by the Chairman.

6. DECLARATIONS OF INTEREST

There were no declarations of interest.

7. CHAIRMAN'S ANNOUNCEMENTS

- (a) The Chairman announced that all Members were invited to drinks after the meeting.
- (b) The Chairman's nominated charity for the year would be the Garden House Hospice.
- (c) The Chairman congratulated and welcomed Councillor Deepak Sangha on his election to Hitchin Bearton Ward.
- (d) The Council placed on record its congratulations and best wishes to Honorary Alderman Miller who had recently celebrated his 90th birthday.

8. REPORT OF THE RETURNING OFFICER

The Council received and noted the report of the Returning Officer on the results of the District Council by-elections held on 5 May 2005.

RESOLVED: That the report be noted.

9. ELECTION OF LEADER OF THE COUNCIL

The Chairman invited nominations for the position of Leader of the Council.

It was moved by Councillor T.W. Hone, seconded by Councillor R.A.C. Thake and

RESOLVED: That Councillor F.J. Smith be elected Leader of the Council for the ensuing year.

10. APPOINTMENT OF DEPUTY LEADER OF THE COUNCIL

The Chairman invited nominations for the position of Deputy Leader of the Council.

It was moved by Councillor F.J. Smith, seconded by Councillor R.A.C. Thake and

RESOLVED: That Councillor T.W. Hone be appointed as the Deputy Leader of the Council.

11. APPOINTMENT OF MEMBERS OF THE CABINET

The Council considered the appointment of Portfolio Holders who, together with the Leader of the Council, would make up the Membership of the Cabinet.

It was moved by Councillor F.J. Smith, seconded by Councillor R.A.C. Thake and

RESOLVED: That the following Members be appointed as Portfolio Holders and Members of the Cabinet responsible for the following areas:

Cabinet Member	Portfolio
Councillor A.D. Young	Policy
Councillor T.W. Hone	Finance
Councillor R.A.C. Thake	Planning and Transport
Councillor Tricia Gibbs	Community Engagement
Councillor Mrs A.G. Ashley	Housing & Environmental Health
Councillor W.M. Davidson	Environment and Waste Management
Councillor I.J. Knighton	Leisure & e-Government

12. TO APPOINT MEMBERS OF COMMITTEES FOR 2005/2006

The Democratic Services Manager reported on the proposed allocation of places on the Council's Committees and other bodies for 2005/2006. He also tabled details of the political balance of Committees as required under the provisions of Section 15 of the Local Government and Housing Act 1989 which imposed a duty for the Council to review the representation of the different political groups on the Council's committees. He indicated the bodies to which the section applied and set out the proposed numbers of seats on these bodies and the suggested allocation of places that complied with the requirements of the law.

It was moved by Councillor F.J. Smith (Leader of the Council), seconded by Councillor T.W. Hone (Deputy Leader of the Council) and

RESOLVED:

(1) That the seats allocated to each political party on the committees to which section 15 of the Local Government and Housing Act 1989 applied and the seats allocated to each political party on the bodies to which section 15 of the Local Government and Housing Act 1989 did not apply be as set out in Appendix A to these minutes;

(2) That Members be appointed to the various committees and other bodies in accordance with the wishes of the individual groups as detailed in Appendix B to these minutes.

13. APPOINTMENT OF CHAIRMEN AND VICE CHAIRMEN OF COMMITTEES

The Council gave consideration to the appointment of Chairmen and Vice-Chairmen of Committees (with the exception of Area Committees).

It was then moved by Councillor F.J. Smith (Leader of the Council), seconded by Councillor T.W. Hone (Deputy Leader of the Council), and

RESOLVED: That the Chairmen and Vice Chairmen of Committees be appointed in accordance with the details set out in the Appendix C to these minutes.

14. ADJOURNMENT OF THE MEETING

It was moved by Councillor F.J. Smith (Leader of the Council), seconded by Councillor T.W. Hone (Deputy Leader of the Council and Portfolio Holder for Finance) and

RESOLVED: That the Council adjourn to enable the five Area Committees to elect their respective Chairmen and Vice Chairmen.

The meeting was adjourned at 7.50pm

The meeting was re-convened at 7.55pm

15. ANNUAL REPORT OF THE SCRUTINY COMMITTEE 2004/2005

The Chairman of the Scrutiny Committee for the civic year 2004/2005 introduced the report of the Scrutiny Committee which set out the Scrutiny Committee's activities over the year and the plans for continued improvement over the coming year. He thanked the Members of the Scrutiny Committee, Cabinet Members and officers, in particular the Scrutiny Officer, for their hard work during the past year.

RESOLVED: That the Annual Report of the Scrutiny Committee 2004/2005 be noted.

16. APPOINTMENT OF REPRESENTATIVES ON OUTSIDE ORGANISATIONS AND OTHER BODIES

The Leader of the Council referred to the current position regarding District Council representatives on outside organisations. The Political Groups had indicated those positions they wished to have allocated to them and there were a small number of issues to resolve. The Leader of the Council suggested that nominations be notified to the Democratic Services Manager in due course.

It was moved by Councillor F.J. Smith (Leader of the Council), seconded by Councillor T.W. Hone (Deputy Leader of the Council) and

RESOLVED:

- (1) That the report be noted, subject to the following changes:
 - a. Councillor D. Barnard to replace Councillor Mrs A. Ashley as the Council's representative on the Chilterns Area of Outstanding Natural Beauty;
 - b. The comment be removed from the Hitchin Cow Common Trust, as a representative was now required;
- (2) That Political Group Leaders notify the Democratic Services Manager of appointments to the remaining vacancies or any changes to the existing representatives on outside organisations.

The meeting closed at 8.05 p.m.

Chairman

APPENDIX A

APPOINTMENT OF COMMITTEES TO WHICH SECTION 15 OF THE LOCAL GOVERNMENT AND HOUSING ACT 1989 APPLIES

	Conservative	%	Labour	%	Lib Dem	%	Constitution
Total Seats	28	57.14%	14	28.57%	7	14.29%	49
Performance & Review	8	57.14%	4	28.57%	2	14.29%	14
Scrutiny	8	57.14%	4	28.57%	2	14.29%	14
Licensing & Appeals Committee	8	57.14%	4	28.57%	2	14.29%	10 to 15
Standards	1	33.33%	1	33.33%	1	33.33%	3
Appointment Board	3	60%	1	20%	1	20%	5
Joint Staff Consultative Committee (JSCC)	3	60%	2	40%	0	0.00%	5
Totals	31	56.36	16	29.09%	8	14.55%	47 to 52
Variation		-0.78%		0.52%		0.266%	

AREA COMMITTEE	Conservative	Labour	Lib Dem	Total
Baldock & District	4	-	2	6
Hitchin Committee	4	7	2	13
Letchworth Committee	7	6	1	14
Royston & District Committee	6	-	1	7
Southern Rural	7	1	1	9
Total	28	14	7	49

APPOINTMENT OF BODIES NOT INCLUDED IN THE POLITICAL BALANCE CALCULATIONS

Name of Body	Conservative	Labour	Lib Dem	Total
North Hertfordshire Highways Partnership Joint Member Panel (*subject to agreement of HCC)	4	3	1	8
West of A1(M) Joint Local Authorities Group	4	2	1	7
Hitchin Town Centre Working Party	4	2	1	7
Parish Challenge	4	2	1	7
Joint Member Panel of NHDC and Letchworth Garden City Heritage Foundation (All Members of the Letchworth Committee)	7	6	1	14
CCTV Joint Executive Board	2	1		3
Railtrack Joint Members Panel	2	1	-	3
Health Scrutiny = Stevenage and North Herts PTC	2	2		4
Health Scrutiny - East Herts and Buntingford PCT	1	-	-	1
Total	30	19	5	54

APPENDIX B

CONSTITUTION OF COMMITTEES, AND WORKING GROUPS 2005/2006

Set out below are the proposed Members of the Committees, Boards and Working Groups for the civic year **2005/2006**:

SCRUTINY COMMITTEE

(14 Members)

Councillors:

J.F. Barry
David Billing
P.C.W. Burt
Geoff Hollands
D.J. Horrell
Sal Jarvis
David Kearns
Lorna Kercher
H.M. Marshall
M.R.M. Muir
M. Paterson (Vice-Chairman)
R.L. Shakespeare-Smith
Martin Stears (Chairman)
M.E. Weeks

(Substitutes: S. Bloxham, Paul Clark, Gary Grindal and Deepak Sangha).

PERFORMANCE, AUDIT AND REVIEW COMMITTEE

(14 Members)

Councillors:

D.J. Barnard
S. Bloxham
J.M. Cunningham (Chairman)
Tony Hartley
A. F. Hunter
Robert Inwood
Peter Mardell
Ian Mantle
L. McNamara
D. Miller
Lawrence Oliver
Derek Sheard
Mrs C.P.A. Strong
Ms. S. Wren (Vice-Chairman)

(Substitutes: Mrs F.R. Hill, Steve Jarvis, Sandra Lunn, Deepak Sangha and F.R.B. Wordsworth.

STANDARDS COMMITTEE

(7 Members - consisting of Independent Chairman and Vice-Chairman, 2 Parish Council Members and 3 District Councillors)

Chairman – Mr Nicolas Moss
Vice-Chairman – To be advised

Councillors:
Steve Jarvis
David Kearns
M.R.M. Muir

Parish Council Representatives:
Mr R. Wornham
To be advised

APPOINTMENTS BOARD

(6 Members)

T.W. Hone
Steve Jarvis
F.J. Smith
A.D. Young

Labour Group nomination to be advised

BALDOCK & DISTRICT COMMITTEE

HITCHIN COMMITTEE

(Baldock, Arbury & Weston & Sandon Wards (13 Members)
- Parishes of Ashwell, Bygrave, Caldecote,
Clothall, Hinxworth, Newnham, Radwell,
Rushden, Sandon, Wallington & Weston)

(6 Members)

Councillors:

Geoff Hollands
Steve Jarvis
I.J. Knighton (Chairman)
M.R.M. Muir
M.E. Weeks (Vice-Chairman)
A.D. Young

Councillors:

A.G. Ashley
David Billing
Judi Billing (Chairman)
P. Clark
Joan Kirby
Sandra Lunn
Lawrence Oliver
R.L. Shakespeare-Smith
Derek Sheard (Vice-Chairman)
Martin Stears
Deepak Sangha
R.A.C. Thake
Ms S. Wren

ROYSTON & DISTRICT COMMITTEE

(Royston & Ermine Ward - Parishes of
Barkway, Barley, Kelshall, Nuthampstead,
Reed & Therfield)

(7 Members)

Councillors:

P.C.W. Burt
W.M. Davidson (Chairman)
Mrs F.R. Hill (Vice-Chairman)
A.F. Hunter
Robert Inwood
H.M. Marshall
F.J. Smith

SOUTHERN RURAL COMMITTEE

(Parishes of Codicote, Gosmore, Graveley,
Hexton, Holwell, Ickleford, Kimpton, Kings
Walden, Knebworth, Langley, Lilley, Offley,
Pirton, Preston, St. Ippolyts, St. Paul's
Walden & Wymondley)

(9 Members)

Councillors:

A. Bardett
D.J. Barnard (Chairman)
Tricia Gibbs
D.J. Horrell
Sal Jarvis
D. Miller
Karry Omer
Mrs C.P.A. Strong (Vice-Chairman)
F.R.B. Wordsworth

LETCHWORTH COMMITTEE

LICENSING & APPEALS COMMITTEE

(Letchworth Only) (14 Members)

Councillors:

J.F. Barry
S. Bloxham
J.M. Cunningham (Vice-Chairman)
Gary Grindal
Tony Hartley
T.W. Hone
David Kearns
Lorna Kercher
Alison Kingman
Ian Mantle
Peter Mardell
L. McNamara
Mrs L.A. Needham
M. Paterson (Chairman)

**JOINT STAFF CONSULTATIVE
COMMITTEE**

(5 Members)

Councillors:

Tricia Gibbs
T.W. Hone
D Sheard
F.J. Smith
Martin Stears

(Substitute: David Kearns)

**HITCHIN TOWN CENTRE WORKING
PARTY**

(7 Members)

Councillors:

Mrs A.G. Ashley
Joan Kirby
Lawrence Oliver
F.J. Smith (Chairman)
R.A.C. Thake
Ms S. Wren

(Substitutes: R.L. Shakespeare-Smith)
Labour Group nominations to be advised.

WEST OF THE A1(M) COMMITTEE

(Pool consisting of 10 to 15 Members)

Councillors:

P.C.W. Burt (Chairman)
A. Bardett
S. Bloxham
P. Clark
J.M. Cunningham
Gary Grindal
Lorna Kercher
Alison Kingman
Joan Kirby
L. McNamara
M.R.M. Muir
Karry Omer
M.E. Weeks

**HIGHWAYS PARTNERSHIP JOINT
MEMBER PANEL**

Councillors:

P. Clark
W.M. Davidson
Joan Kirby
Lorna Kercher
Ian Mantle
L. McNamara
R.A.C. Thake
A.D. Young

(substitutes: P.C.W. Burt, J.M. Cunningham
and Karry Omer)

PARISH CHALLENGE PANEL

(7 Members)

Councillors:

Tony Hartley
Mrs F.R. Hill
Alison Kingman
Joan Kirby
Ian Knighton
Mrs L.A. Needham
Ms S. Wren

RAILWAY JOINT MEMBERS PANEL

(12 Members)

Councillors:

A Bardett
Mrs T. Gibbs
D.J. Horrell
D. Miller
Mrs C.P.A. Strong
R.A.C. Thake
Ms. S. Wren

Labour and Liberal Democrat Group
nominations to be advised

CCTV JOINT EXECUTIVE BOARD

(3 Members)

Sandra Lunn
M.R.M. Muir
S. Bloxham

**HEALTH SCRUTINY - NORTH HERTS AND
STEVENAGE PCT**

(4 Members)

Councillors:

M. Paterson
Joan Kirby
Peter Mardell
D. Miller

**WA1(M) JOINT LOCAL AUTHORITY
GROUP**

(7 Members)

Councillors:

Tricia Gibbs
D.J. Horrell
Mrs C.P.A. Strong
R.A.C. Thake

Labour Group nominations to be advised
Liberal Democrat nominations to be advised

(3 Members)

Councillors:

David Billing
Tricia Gibbs
M. Paterson

**JOINT MEMBER PANEL - LETCHWORTH
GARDEN CITY HERITAGE FOUNDATION**

All Members of the Letchworth Committee.

**HEALTH SCRUTINY - EAST HERTS AND
BUNTINGFORD PCT**

(1 Member)

Councillor Robert Inwood

APPENDIX C**APPOINTMENT OF CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES 2005/2006**

COMMITTEE	CHAIRMAN	VICE-CHAIRMAN
Licensing & Appeals Committee	Councillor P.C.W. Burt	N/A
Performance and Review Committee	Councillor J.M. Cunningham	Councillor Ms S. Wren
Scrutiny Committee	Councillor Martin Stears	Councillor M. Paterson
Highways Partnership Joint Member Panel	Nomination from Hertfordshire County Council	To be advised.
Joint Staff Consultative Committee	Councillor Tricia Gibbs	To be advised