

# NORTH HERTFORDSHIRE DISTRICT COUNCIL

## DECISION SHEET

Meeting of the Council held in the Council Chamber, Council Offices,  
Gernon Road, Letchworth Garden City  
on Thursday, 17th May, 2018 at 7.30 pm

### 1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Ruth Brown, Val Bryant, Jean Green, Gary Grindal, Ben Lewis, Michael Muir, Valentine Shanley, Harry Spencer-Smith, Richard Thake and Terry Tyler.

### 2 ELECTION OF CHAIRMAN OF THE COUNCIL FOR THE CIVIC YEAR 2018/19

**RESOLVED:** That Councillor John Bishop be elected Chairman of the Council to hold office until the next Annual Meeting of the Council in 2019.

*Councillor John Bishop then read and signed the Statutory Declaration of Acceptance of Office and the Chairman (Councillor John Booth) placed the chain of office upon him. Councillor Bishop thanked the Council for his election as Chairman.*

### 3 APPOINTMENT OF VICE-CHAIRMAN OF THE COUNCIL FOR THE CIVIC YEAR 2018/19

**RESOLVED:** That Councillor Jean Green be appointed Vice-Chairman of the Council to hold office until the next Annual meeting of the Council in 2019.

The Chairman announced that Councillor Green had tendered her apologies for the meeting.

### 4 MINUTES - 10 APRIL 2018

**RESOLVED:** That the Minutes of the meeting of the Council held on 10 April 2018 be approved as a true record signed by the Chairman.

### 5 CHAIRMAN'S ANNOUNCEMENTS

#### (1) Declarations of Interest

The Chairman reminded Members that any declarations of interest in respect of any business set out in the agenda, should be declared as either a Disclosable Pecuniary Interest or Declarable Interest and are required to notify the Chairman of the nature of any interest declared at the commencement of the relevant item on the agenda. Members declaring a Disclosable Pecuniary Interest must withdraw from the meeting for the duration of the item. Members declaring a Declarable Interest, who wished to exercise a 'Councillor Speaking Right', must declare this at the same time as the interest, move to the public area before speaking to the item and then must leave the room before the debate and vote.

#### (2) New Councillors and Former Councillor re-elected

The Chairman congratulated and welcomed Councillors Daniel Allen, Kate Aspinwall, Ruth Brown, Val Bryant, Sam Collins, Mike Hughson, Ian Moody, Lisa Nash, Sue Ngwala and Helen Oliver and welcomed back Councillor Clare Billing, following their success at the Elections held on 3 May 2018.

**(3) Re-elected Councillors**

The Chairman congratulated all those existing Councillors who had been successful in being re-elected at the District Council Elections.

**(4) Councillors unsuccessful in seeking re-election**

The Chairman thanked for all their work and effort those Councillors who had been unsuccessful at the District Council Elections, namely former Councillors John Booth, Steve Hemingway, Fiona Hill and Alan Millard.

**(5) Charities and Fundraising**

The Chairman was still deliberating over choosing his charity for the year, and Members would be advised as soon as a decision had been made.

**6 DISTRICT COUNCIL ELECTIONS - 3 MAY 2018**

**RESOLVED:** That the report of the Returning Officer be noted.

**REASON FOR DECISION:** To inform Members of the results of the District and Parish Council Elections held on 3 May 2018.

**7 SCHEDULE OF COUNCIL MEETINGS 2018/19**

**RESOLVED:** That the following programme of ordinary meetings of the Council be approved for the Civic Year 2018/2019:

Wednesday, 18 July 2018;  
Thursday, 6 September 2018;  
Thursday, 22 November 2018;  
Thursday, 17 January 2019;  
Thursday, 7 February 2019; and  
Thursday, 4 April 2019.

**REASON FOR DECISION:** To enable Members to agree a programme of ordinary meetings of the Council for 2018/2019.

**8 LEADER OF THE COUNCIL**

The Council noted that the Leader of the Council for the period until May 2019 would be Councillor Lynda Needham.

**9 APPOINTMENT OF A DEPUTY LEADER OF THE COUNCIL**

The Council noted that the Leader of the Council had appointed Councillor Julian Cunningham as Deputy Leader for the 2018/2019 Civic Year.

**10 APPOINTMENT OF MEMBERS OF THE CABINET FOR 2018/19**

**RESOLVED:** That it be noted that the following Members be appointed as Executive Members of the Cabinet for 2018/2019 responsible for the following areas, and with the delegations for inclusion in the Council's Constitution as detailed in the report tabled at the meeting:

**Cabinet Member**

Councillor Mrs L.A. Needham  
Councillor Julian Cunningham  
Councillor Tony Hunter  
Councillor David Barnard  
Councillor Bernard Lovewell  
Councillor Michael Weeks  
Councillor David Levett

**Portfolio**

Leader and Cabinet Chairman  
Finance & IT and Cabinet Vice-Chairman  
Community Engagement & Rural Affairs  
Leisure & Green Issues  
Housing & Environmental Health  
Waste, Recycling & Environment  
Planning, Enterprise & Transport

**11 TO APPOINT MEMBERS OF COMMITTEES FOR 2018/19**

**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; and
- (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, and subject to the replacement of the name "Robert Logan" with "Gary Hills" as one of the Parish Council representatives on the Standards Committee.

**REASON FOR DECISION:** To comply with the provisions of Section 15 of the Local Government and Housing Act 1989.

**12 APPOINTMENT OF CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES FOR 2018/19**

**RESOLVED:** That the Chairmen and Vice-Chairmen of Committees for 2018/2019 be appointed in accordance with the details set out in the Appendix C to these Minutes.

**REASON FOR DECISION:** To comply with the provisions of Standing Order 4.8.1(a)(ix) of the Council's Constitution.

**13 ADJOURNMENT TO ENABLE THE APPOINTMENT OF CHAIRMEN AND VICE-CHAIRMEN OF AREA COMMITTEES**

The Chairman adjourned the meeting to enable the five Area Committees to meet to elect their respective Chairmen and Vice-Chairmen for 2018/2019.

*The meeting was adjourned at 7.50pm.*

*The meeting was re-convened at 7.55pm.*

**14 KEY DECISIONS - ANNUAL REPORT ON CASES OF SPECIAL URGENCY**

**RESOLVED:** That the report be noted.

**REASON FOR DECISION:** To comply with Regulation 19 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

**15 ANNUAL REPORT OF THE OVERVIEW AND SCRUTINY COMMITTEE**

**RESOLVED:** That the Annual Report of the Overview and Scrutiny Committee for 2017/2018 be noted.

**REASON FOR DECISION:** To comply with the provisions of Standing Order 6.2.6 of the Council's Constitution.

**17 NOMINATION OF REPRESENTATIVES ON OUTSIDE ORGANISATIONS AND OTHER BODIES FOR 2018/19**

**RESOLVED:**

- (1) That the report as submitted be approved, with confirmation that:
  - (a) the Council's nominated representative on the British Schools Museum will be Councillor Nicola Harris;
  - (b) the Council's nominated representative on the East and North Herts NHS Trust Involvement Committee will be Councillor Steve Deakin-Davies;
  - (c) a decision on the Council's nominated representative on the Hitchin Initiative be deferred, pending clarification of the roles of the Hitchin Initiative and the Hitchin Business Improvement District (BID) ;
  - (d) the Council's nominated representatives on the King George V Playing Fields User Group will be Councillors David Barnard, Simon Harwood and Richard Thake;
  - (e) the Council's nominated representative on the Letchworth Garden City Town Twinning Association will be Councillor Ian Mantle;
  - (f) the Council's nominated representatives on North Hertfordshire Homes will be Councillors David Barnard, Tony Hunter and Claire Strong;
  - (g) the Council's nominated representative on the Royston and District Sports Council will be Councillor Tony Hunter;
  - (h) the Council's nominated representatives on the Royston Town Twinning Association will be Councillors Jean Green and Ben Lewis; and
- (2) That Political Group Leaders notify the Proper Officer of nominations to the remaining vacancies or any changes to the existing representatives on outside organisations.

**18 ITEMS REFERRED FROM EMPLOYMENT COMMITTEE: 11 MAY 2018 - APPOINTMENT OF CHIEF FINANCE OFFICER AND MONITORING OFFICER**

[Note: Prior to the consideration of this item, Jeanette Thompson withdrew from the meeting.]

**RESOLVED:**

- (1) That Ian Couper be appointed to the statutory post of Chief Financial Officer; and
- (2) That Jeanette Thompson be appointed to the statutory post of Monitoring Officer.

**REASON FOR DECISION:** To ensure the Council complies with the requirements set out in the Officer Employment Procedure Rules contained in the Council's Constitution.

**19 COUNCILLOR ALAN MILLARD - PAST CHAIRMAN**

**RESOLVED:** That the Council places on record its sincere thanks and appreciation to Councillor Alan Millard for his services as Chairman of the Council during the past year.