

MINUTES of the ANNUAL MEETING of the  
SOUTH DERBYSHIRE DISTRICT COUNCIL  
held at Civic Offices, Civic Way, Swadlincote  
on 15th May 2014  
at 6.00 p.m.

**PRESENT:-**

**Conservative Group**

Councillor Mrs Hood (Chairman), Councillor Murray (Vice-Chairman) and Councillors Atkin, Bale, Mrs. Brown, Ford, Mrs. Hall, Harrison, Hewlett, Jones, Lemmon, Mrs. Patten, Mrs. Plenderleith, Roberts, Smith, Stanton, Mrs. Watson, Watson and Wheeler.

**Labour Group**

Councillors Bambrick, Bell, Chahal, Dunn, Frost, Mrs. Heath, Mrs. Mead, Mulgrew, Rhind, Richards, Shepherd, Southerd, Stuart, Taylor, Tilley and Wilkins.

CL/1. **APOLOGIES**

Apologies for absence from the Meeting were received from Councillor Pearson.

With the permission of the Chairman, the Chief Executive informed Council of the sad death of the former Chairman of the Council's Standards Committee, Dudley Williams. The meeting observed a silence as a mark of respect.

CL/2. **PRESENTATION**

The Chairman welcomed to the meeting David Dalby from the Cabinet Office. Mr Dalby then gave a presentation to members about the new system of Individual Electoral Registration (IER) that would shortly be introduced to replace household electoral registration. Mr Dalby explained the advantages of the new system. This included less scope for fraud and new ways for people to register using electronic options. He went on to explain in detail the data matching process that is currently underway to help prepare the register and the time table that will be used to move directly to individual registration.

Members noted that electoral registration levels in South Derbyshire were already very high and the hope that the new registration system would increase this still further.

The Chairman thanked Mr Dalby for his presentation.

CL/3. **MINUTES**

The Open Minutes of the Meeting of the Council held on 3<sup>rd</sup> April 2014 (Minutes Nos. CL/88 - CL/97) were taken as read, approved as true records and signed by the Chairman.

CL/4. **APPOINTMENT OF THE LEADER OF THE COUNCIL**

It was noted, pursuant to the provisions of the Local Government and Housing Act 1989, that Councillor Wheeler was Leader of the Conservative Group and Councillor Richards was Leader of the Labour Group.

It was proposed, duly seconded and,

**RESOLVED:-**

***That Councillor Wheeler be appointed Leader of the Council for the ensuing year.***

CL/5. **APPOINTMENT OF THE DEPUTY LEADER OF THE COUNCIL**

It was noted, pursuant to the provisions of the Local Government and Housing Act 1989, that Councillor Harrison was the Deputy Leader of the Conservative Group and Councillor Southerd was the Deputy Leader of the Labour Group.

It was proposed, duly seconded and,

**RESOLVED:-**

***That Councillor Harrison be appointed Deputy Leader of the Council for the ensuing year.***

CL/6. **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman recorded her thanks for the support of Members during her year in office. The Chairman also spoke about events that she had attended since the last Council meeting.

CL/7. **LEADER'S ANNOUNCEMENTS**

The Leader of the Council paid credit to the Chairman for her year in office and behalf of the Council as a whole thanked her for all her hard work. He also informed members that the Deputy Leader of the Council had attended the funeral of the late Dudley Williams and of the progress that had been made towards establishing an educational partnership between South Derbyshire and Toyota City in Japan. Finally, the Leader paid tribute to Councillor Lemmon, who would be standing down as chairman of the Housing and Community Services Committee. The Leader's comments were endorsed by the Council as a whole.

CL/8. **HEAD OF PAID SERVICE ANNOUNCEMENTS**

The Chief Executive explained to members the technical problems that had occurred with the electronic distribution of the agenda for today's meeting

through the CIMIS system, caused by a software update. However, he pointed that in overall terms, significant progress had been made towards achieving the Council's goal of reducing paper use because of the system. He also explained to members that there had been changes in the support provided to the Council's constitutional arrangements and he introduced the two new Democratic Services Officers that had recently been appointed – Sally O'Hanlon and Alan Maher. Together with the new appointment of Angela Edwards to the role of Senior Legal Officer, who would be commencing employment with the Council shortly.

CL/9. **REPORTS OF COMMITTEES**

**RESOLVED:-**

***That the Open reports of the following Committees be received and noted and any recommendations contained therein be approved and adopted, subject to any matters annotated:-***

***Etwall Area Forum 28.01.14 (EA/18 – EA/26)***

***Finance & Management Committee 20.03.14 (FM/98 – FM/105)***

***Planning Committee, 26<sup>th</sup> March 2014 (Minutes Nos. PL/132 – PL/143)***

***Licensing & Appeals Committee 2<sup>nd</sup> March 2014 (LA/38)***

***Environmental & Development Services Committee 10.04.14 (EDS/51 – EDS/58)***

***Planning Committee, 15<sup>th</sup> April 2014 (PL/98 – PL105)***

***Housing & Community Services Committee, 17<sup>th</sup> April 2014 (HCS/50 – HCS/55)***

***Finance & Management Committee 24<sup>th</sup> April 2014 (FM/109 – FM/115). It was noted that the chair for the meeting was Councillor Mrs Watson not Councillor Watson. It was agreed that the minutes be altered accordingly.***

CL/10. **POLITICAL PROPORTIONALITY**

It was reported that the Council's duty to determine the allocation of seats was prescribed by the Local Government and Housing Act 1989, as modified by the Local Government (Committees and Political Groups) Regulations 1990.

A report was submitted which confirmed the political composition of the Council. It also set out the requirements to review representation of the different political groups at, or as soon as practicable after, the Annual Meeting of the Council.

**RESOLVED:-**

- (1) That in accordance with Council Procedure Rule No. 1.1(e) the Council appoints the Committees and Sub-Committees as set out at Annexe "A" to these Minutes, together with the six Area Forums detailed in Article 9 of the Council's Constitution.**
- (2) That the Council approves and adopts the recommended allocation of seats to the Political Groups for the municipal year 2014/15.**
- (3) That the Council allocates seats between the Political Groups as set out at Annexe "A" to these Minutes, and invites the two Groups to make nominations to fill these seats.**

CL/11. **APPOINTMENT OF COMMITTEES, SUB-COMMITTEES AND WORKING PANELS 2014/15**

Members reviewed the composition of Committees, Sub-Committees and Working Panels for 2014/15.

**RESOLVED:-**

- (1) That the nominations of Members to serve on Committees, Sub-Committees and Working Panels for the ensuing year, as set out at Annexe "B" to these Minutes be received and noted.**
- (2) That the appointments of Chairmen and Vice-Chairmen be approved as indicated.**
- (3) That the majority group membership of the Housing Revenue Account Review Group – Councillors Harrison, Hewlett and Smith – be approved.**

CL/12. **COMPOSITION OF SUBSTITUTE PANELS**

**RESOLVED:-**

***That the nominations of Members to serve on Substitute Panels, as set out at Annexe "C" to these Minutes, be received and noted.***

CL/13. **APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES 2014/15**

**RESOLVED:-**

***That Council approves the schedule of persons nominated to serve on Outside Bodies for 2014/15, as set out at Annexe "D" to these Minutes.***

CL/14. **APPOINTMENT OF MEMBER CHAMPIONS**

**RESOLVED:-**

***That Council approves the schedule of Members Champions for 2014/15 as set out at Annexe "E" to these Minutes, subject to Councillor***

*Stanton replacing Councillor Watson as the members champion on the 'Historic Environment'.*

CL/15. **APPOINTMENT OF CHAIRMEN AT AREA FORUMS**

**RESOLVED:-**

*That the following Chairmen be appointed to the Area Forums as indicated below:-*

*Etwall Area Forum – Councillor Mrs. Brown  
Linton Area Forum – Councillor Wheeler  
Melbourne Area Forum – Councillor Harrison  
Newhall Area Forum – Councillor Richards  
Repton Area Forum – Councillor Smith  
Swadlincote Area Forum – Councillor Rhind*

CL/16. **SEALING OF DOCUMENTS**

**RESOLVED:-**

*That the Sealed Documents listed at Annexe "SMB1" to the Signed Minute Book, which have no specific authority, be duly authorised.*

CL/17. **ANNUAL REPORT OF THE OVERVIEW AND SCRUTINY COMMITTEE 2013/14**

The annual report of the Overview and Scrutiny Committee for 2013/14 was submitted. The Chairman of the Committee presented this document to Members, speaking on the reviews undertaken during the previous year. In particular, she highlighted the valuable investigations that had been undertaken on environmental volunteering and domestic abuse. She also highlighted the issues that were likely to form the basis for the Committee's work programme during 2014/15

**RESOLVED:-**

*That the Council receives the annual report of the Overview and Scrutiny Committee for 2013/14*

**SCHEME OF DELEGATION**

CL/18. Members were asked to approve the scheme of delegation.

**RESOLVED:-**

That the scheme of delegation be approved.

CL/19. **LOCAL GOVERNMENT ACT 1972 (AS AMENDED BY THE LOCAL GOVERNMENT [ACCESS TO INFORMATION] ACT 1985)**

**RESOLVED:-**

***That in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended) the press and public be excluded from the remainder of the Meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined under the paragraphs of Part 1 of Schedule 12A of the Act as indicated in the reports of Committees.***

**MINUTES**

***The Exempt Minutes of the Meeting of the Council held on 3<sup>rd</sup> April 2014, were duly received and approved.***

**REPORTS OF COMMITTEES**

***The Exempt reports of the following Committees were received and noted and any recommendations contained therein, approved and adopted:-***

***Finance & Management Committee, 20<sup>th</sup> March 2014 (FM/106 – FM/108)***

***Planning Committee, 25<sup>th</sup> March 2014 (PL/97)***

***Licensing and Appeals Sub-Committee, 2<sup>nd</sup> April 2014 (LAS/39 – LAS/40)***

***Environmental and Development Services Committee, 10<sup>th</sup> April 2014 (EDS/59)***

***Housing and Community Services Committee, 18<sup>th</sup> April 2014 (HCS/56)***

***Finance and Management Committee, 24<sup>th</sup> April 2014 (FM/116 – FM/118) subject to the alteration of the chair for the meeting to read ‘Councillor Mrs Watson’.***

Councillor Mrs Hood

CHAIRMAN