

**MINUTES OF A MEETING OF SURREY
HEATH BOROUGH COUNCIL held at
Surrey Heath House, Camberley on
20 May 2015**

+ Cllr Bob Paton (Mayor)
+ Cllr Joanne Potter (Deputy Mayor)

+ Cllr Dan Adams	+ Cllr Jonathan Lytle
+ Cllr David Allen	+ Cllr Katia Malcaus Cooper
+ Cllr Rodney Bates	+ Cllr Bruce Mansell
+ Cllr Richard Brooks	+ Cllr David Mansfield
+ Cllr Nick Chambers	+ Cllr Alan McClafferty
+ Cllr Bill Chapman	+ Cllr Charlotte Morley
+ Cllr Mrs Vivienne Chapman	+ Cllr Max Nelson
+ Cllr Ian Cullen	+ Cllr Adrian Page
+ Cllr Paul Deach	+ Cllr Robin Perry
+ Cllr Colin Dougan	+ Cllr Chris Pitt
+ Cllr Craig Fennell	+ Cllr Nic Price
+ Cllr Surinder Gandhum	+ Cllr Wynne Price
+ Cllr Moira Gibson	+ Cllr Darryl Ratiram
+ Cllr Edward Hawkins	+ Cllr Ian Sams
+ Cllr Josephine Hawkins	+ Cllr Conrad Sturt
+ Cllr Ruth Hutchinson	+ Cllr Victoria Wheeler
+ Cllr Paul Ilnicki	+ Cllr Pat Tedder
+ Cllr Rebecca Jennings-Evans	+ Cllr Valerie White
+ Cllr David Lewis	+ Cllr John Winterton
+ Cllr Oliver Lewis	

+ Present

1/C Mayor

It was moved by Councillor Craig Fennell and seconded by Councillor Paul Deach that Councillor Joanne Potter be elected Mayor for the ensuing year. The motion was put to the vote and carried unanimously.

**RESOLVED, that Councillor Joanne Potter be elected Mayor of the
Borough of Surrey Heath for the ensuing municipal year.**

Councillor Joanne Potter made and signed the Declaration of Acceptance of Office of Mayor and was invested with the Mayoral Chain of Office.

The Mayor, Councillor Joanne Potter, in the Chair

Councillor Potter thanked the Council for her election as the 43rd Mayor of the Borough and the Council's ambassador. She congratulated Mr Bob Paton and his wife, Carole, for the way in which they had most ably carried out their duties as Mayor and Mayoress during the past year and thanked Bob Paton for all his help and guidance during her year as Deputy Mayor.

The Mayor paid tribute to the support she had received from her sister, Jackie Piper during her year as Deputy Mayor and thanked her for agreeing to be the Mayor's Escort for the ensuing year. She also thanked Reverend Phil Parker from St Andrew's Church, Frimley Green for agreeing to be her Chaplain during her mayoral year.

Bob Paton, in responding, thanked all the councillors and officers who had supported him in the past year, with particular thanks to Cllr Joanne Potter for her support as his deputy throughout the year, his Chaplain, Bruce Nicole and the Mayor's Secretary, Mrs Sarah Ruddock.

2/C Deputy Mayor

It was moved by Councillor Valerie White and seconded by Councillor Mrs Vivienne Chapman that Councillor John Winterton be appointed Deputy Mayor for the ensuing year. The motion was put to a vote and carried unanimously.

RESOLVED, that Councillor John Winterton be elected Deputy Mayor of the Borough of Surrey Heath for the ensuing municipal year.

Councillor Winterton thanked Members for their affirmation and encouragement and promised that he would carry out his duties on behalf of Surrey Heath residents, to the best of his ability, applying diligence, dignity and humour. His wife, Di Winterton was invested as the Deputy Mayoress.

3/C Report of the Returning Officer

The Council received the report of the Returning Officer, formally notifying the return of the Borough Councillors at the elections held on 7 May 2015. The Mayor welcomed all newly elected councillors to their first meeting.

4/C Minutes

It was moved by the Mayor, seconded by the Deputy Mayor, and

RESOLVED that the minutes of the meeting of the Council held on 15 April 2015, be approved as a correct record.

5/C Mayor's Announcements

The Mayor announced that the charities she would be supporting in her Mayoral year would be:

- (i) Parity for Disability;
- (ii) Sebastian's Action Trust; and
- (iii) The Alzheimer's Café, Camberley

She invited Members to join her in 'Raising the Flag for our Armed Forces', on Monday 22 June 2015, in Frimley Lodge Park.

6/C Leader of the Council

It was moved by Councillor Richard Brooks and seconded by Councillor Charlotte Morley, that Councillor Moira Gibson be appointed Leader of the Council for a four year term of office. The motion was put to the vote and carried.

RESOLVED, that Councillor Moira Gibson be appointed Leader of the Council for a four year term of office.

7/C Executive Arrangements

The Leader informed the Council that Councillor Richard Brooks would be the Deputy Leader and the following councillors would be Portfolio Holders with the areas of responsibility as set out below:

<u>Portfolio Area</u>	<u>Portfolio Holder</u>
Business	Cllr Craig Fennell
Community	Cllr Mrs Vivienne Chapman
Corporate	Cllr Josephine Hawkins
Finance	Cllr Richard Brooks
Regulatory	Cllr Charlotte Morley
Transformation	Cllr Colin Dougan

She reported that all decisions would be taken collectively by the Executive. She had not reserved any decisions to the office of the Council Leader and no individual decision making powers had been delegated to Portfolio Holders.

8/C Establishment of Committees, Determination of Committee Member Numbers and Review of Political Proportionality

The Council was required by law to allocate seats in proportion to the political composition of the Council, with the aggregate membership of all the committees also being proportionate.

It was moved by the Mayor and seconded by the Deputy Mayor, that the scheme of proportionality set out in the agenda be adopted.

RESOLVED, that

- (i) the committees as set out at Annex A be appointed with the committee sizes shown; and**
- (ii) the scheme of proportionality as set out at Annex A be adopted for 2015/16.**

9/C Appointment of Members to Committees

It was moved by the Mayor, seconded by the Deputy Mayor and

RESOLVED, that the membership of the standing committees of the Council for 2015/16 be as follows:

Planning Applications Committee (16 members and 6 substitute members)

Committee Members:

Cllr David Allen, Cllr Richard Brooks, Cllr Nick Chambers, Cllr Mrs Vivienne Chapman, Cllr Colin Dougan, Cllr Surinder Gandhum, Cllr Edward Hawkins, Cllr Rebecca Jennings-Evans, Cllr Katia Malcaus Cooper, Cllr David Mansfield, Cllr Robin Perry, Cllr Ian Sams, Cllr Conrad Sturt, Cllr Pat Tedder, Cllr Valerie White, Cllr Victoria Wheeler

Substitutes:

Cllr Dan Adams, Cllr Rodney Bates, Cllr Ruth Hutchinson, Cllr Paul Ilnicki, Cllr Max Nelson, Cllr Adrian Page.

Licensing Committee (15 members and 6 substitute members)

Committee Members:

Cllr Nick Chambers, Cllr Bill Chapman, Cllr Mrs Vivienne Chapman, Cllr Surinder Gandhum, Cllr Ruth Hutchinson, Cllr Paul Ilnicki, Cllr Rebecca Jennings-Evans, Cllr Oliver Lewis, Cllr Jonathan Lytle, Cllr Bruce Mansell, Cllr Nic Price, Cllr Ian Sams, Cllr Conrad Sturt, Cllr Pat Tedder, Cllr Valerie White.

Substitutes:

Cllr Rodney Bates, Cllr Ian Cullen, Cllr David Lewis, Cllr Max Nelson, Cllr Wynne Price, Cllr Victoria Wheeler.

External Partnerships Select Committee (15 members and 5 substitute members)

Cllr Dan Adams, Cllr Ian Cullen, Cllr Paul Deach, Cllr Ruth Hutchinson, Cllr Rebecca Jennings-Evans, Cllr David Lewis, Cllr Katia Malcaus Cooper, Cllr Alan McClafferty, Cllr Max Nelson, Cllr Adrian Page, Cllr Robin Perry, Cllr Chris Pitt, Cllr Nic Price, Cllr Darryl Ratiram, Cllr John Winterton.

Substitutes:

Cllr Oliver Lewis, Cllr Jonathan Lytle, Cllr Wynne Price, Cllr Ian Sams, Cllr Pat Tedder.

Performance and Finance Scrutiny Committee (15 members and 5 substitute members)

Committee Members:

Cllr Dan Adams, Cllr David Allen, Cllr Bill Chapman, Cllr Edward Hawkins, Cllr Paul Ilnicki, Cllr Oliver Lewis, Cllr Jonathan Lytle, Cllr Alan McClafferty, Cllr Max Nelson, Cllr Robin Perry, Cllr Chris Pitt, Cllr Wynne Price, Cllr Darryl Ratiram, Cllr Victoria Wheeler, Cllr John Winterton.

Substitutes:

Cllr Rodney Bates, Cllr Rebecca Jennings-Evans, Cllr Katia Malcaus Cooper, Cllr Ian Sams, Cllr Valerie White.

Audit and Standards Committee (7 members and 4 substitute members)

Committee Members:

Cllr Rodney Bates, Cllr Edward Hawkins, Cllr Paul Ilnicki, Cllr David Lewis, Cllr Jonathan Lytle, Cllr Bruce Mansell, Cllr Valerie White.

Substitutes:

Cllr Dan Adams, Cllr Ruth Hutchinson, Cllr Katia Malcaus Cooper, Cllr Ian Sams.

Appointments Committee (5 members and 3 substitute members)

Committee Members:

Cllr Rodney Bates, Cllr Richard Brooks, Cllr Moira Gibson, Cllr Josephine Hawkins, Cllr Charlotte Morley.

Substitutes:

Cllr Mrs Vivienne Chapman, Cllr Victoria Wheeler, Cllr Valerie White.

10/C Appointment of Chairmen and Vice-Chairmen of the Committees of the Council

It was moved by the Mayor and seconded by the Deputy Mayor, that the chairmen and vice-chairmen of committees, as previously nominated and as set out below, be appointed for the ensuing year:

RESOLVED, that the following appointments of chairmen and vice-chairmen of committees, as previously nominated and as set out below be made for the ensuing year:

Committee

Planning Applications
Licensing
External Partnerships
Select

Chairman

Cllr Edward Hawkins
Cllr Bill Chapman
Cllr Paul Deach

Vice Chairman

Cllr David Mansfield
Cllr Ian Sams
Cllr Dan Adams

<u>Committee</u>	<u>Chairman</u>	<u>Vice Chairman</u>
Performance and Finance Scrutiny	Cllr David Allen	Cllr Wynne Price
Audit and Standards	Cllr Valerie White	Cllr Paul Ilnicki
Appointments	Cllr Moira Gibson	Cllr Richard Brooks

11/C Joint Committee

It was moved by Councillor Moira Gibson and seconded by Councillor Richard Brooks and unanimously

RESOLVED that Councillor Charlotte Morley be appointed to the Surrey Police and Crime Panel for the 2015/16 municipal year.

12/C Appointment of Working Groups and Other Bodies of the Council

It was moved by the Mayor and seconded by Councillor Moira Gibson that the bodies set out below be established and that the size of these bodies, the allocations to the different party groups and the nominations thereto be as laid on the table.

RESOLVED, that the following working groups or bodies of the Council be established, the allocation of seats be approved, and the membership of those bodies be as set out below:

Governance Working Group (5 members and 3 substitute members)

Members:

Cllr Rodney Bates, Cllr Paul Deach, Cllr Moira Gibson, Cllr Josephine Hawkins, Cllr Wynne Price.

Substitutes:

Cllr Rebecca Jennings-Evans, Cllr Ian Sams, Cllr Victoria Wheeler.

Joint Staff Consultative Group (8 members)

Cllr Moira Gibson, Cllr Josephine Hawkins, Cllr Paul Ilnicki, Cllr Charlotte Morley, Cllr Robin Perry, Cllr Ian Sams, Cllr Conrad Sturt, Cllr Ruth Hutchinson.

Waste Contract Consultative Group (5 members and 3 substitute members)

Members:

Cllr Mrs Vivienne Chapman, Cllr David Lewis, Cllr Max Nelson, Cllr Ian Sams, Cllr Pat Tedder.

Substitutes:

Cllr Paul Ilnicki, Cllr John Winterton, Cllr Ruth Hutchinson.

13/C Responsibility for Functions

The Constitution, at Part 4 Section A, required the Council at its Annual Meeting to agree the Scheme of Delegation of Functions.

RESOLVED, that the Scheme of Delegation of Functions, as set out at Annex B to the agenda report, be agreed.

Mayor

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SCHEME OF PROPORTIONALITY

Committee			
	Conservative Group	Others Group	TOTAL
Planning Applications	14	2	16
Licensing	13	2	15
External Partnerships Select	14	1	15
Performance and Finance Scrutiny	14	1	15
Audit and Standards	6	1	7
Appointments	4	1	5
Total seats	65	8	73
% of Committee seats	89.04%	10.96%	100.00%
% of Council membership	90.00%	10.00%	100.00%

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