

**MINUTES OF A MEETING OF SURREY
HEATH BOROUGH COUNCIL held at
Surrey Heath House, Camberley on
11 May 2022**

+ Cllr Sarah Jane Croke (Mayor)
+ Cllr Helen Whitcroft (Deputy Mayor)

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| - Cllr Dan Adams | + Cllr David Lewis |
| + Cllr Graham Alleway | + Cllr Emma-Jane McGrath |
| + Cllr Peter Barnett | + Cllr Charlotte Morley |
| + Cllr Rodney Bates | + Cllr Alan McClafferty |
| - Cllr Cliff Betton | + Cllr Sashi Mylvaganam |
| + Cllr Stuart Black | + Cllr Liz Noble |
| + Cllr Richard Brooks | + Cllr Adrian Page |
| + Cllr Vivienne Chapman | + Cllr Robin Perry |
| Cllr Paul Deach | + Cllr Darryl Ratiram |
| + Cllr Colin Dougan | + Cllr Morgan Rise |
| + Cllr Tim FitzGerald | + Cllr John Skipper |
| + Cllr Sharon Galliford | + Cllr Graham Tapper |
| + Cllr Shaun Garrett | + Cllr Pat Tedder |
| + Cllr Mark Gordon | + Cllr Victoria Wheeler |
| + Cllr Edward Hawkins | + Cllr Valerie White |
| + Cllr Josephine Hawkins | - Cllr Kristian Wrenn |
| + Cllr Rebecca Jennings-Evans | |

+ Present
- Apologies for absence presented

1/C Mayor

It was moved by Councillor Sashi Mylvaganam and seconded by Councillor Graham Tapper that Councillor Helen Whitcroft be elected Mayor for the ensuing year. There being no further nominations, it was unanimously

RESOLVED that Councillor Helen Whitcroft be elected Mayor of the Borough of Surrey Heath for the ensuing municipal year.

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

The Mayor, Councillor Helen Whitcroft, in the Chair.

Councillor Whitcroft thanked the Council for her election as the 50th Mayor of the Borough. She paid tribute to her family and friends, councillors, and residents who had supported her.

The Mayor invested her daughter, Miss Madison Whitcroft, as her Escort for her Mayoral Year. Jenny Knight was invested as the Mayor's Celebrant for the Mayoral Year and received the Chaplain's Badge.

On behalf of the Council, the Mayor thanked Councillor Sarah Jane Croke and her Consort, Mr James Croke, for the way they had carried out their roles over the past year.

Councillor Croke, in responding, reported that she'd had an incredible year, during which she had tried to reach as many people and organisations within the borough as possible to thank them for the hard work, support and community spirit they had demonstrated as life returned to normal. She thanked residents for the warm welcome she had received during the year.

Councillor Croke also thanked her Chaplain, Canon Stuart Thomas, for his support and guidance and extended her thanks to councillors and officers for their support and assistance during her Mayoral year.

2/C Deputy Mayor

It was moved by Councillor Sarah Jane Croke and seconded by Councillor Emma-Jane McGrath that Councillor Pat Tedder be appointed Deputy Mayor for the ensuing year. There being no further nominations, it was unanimously

RESOLVED that Councillor Pat Tedder be elected Deputy Mayor of the Borough of Surrey Heath for the ensuing municipal year.

Councillor Pat Tedder made the declaration of acceptance of office and thanked the Council for her appointment.

The Mayor invested Mrs Libby Thody as the Deputy Mayor's Escort for the Mayoral Year.

3/C Apologies for Absence

Apologies for absence were submitted on behalf of Councillors Dan Adams, Cliff Betton and Kristian Wrenn.

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 20 April 2022 be approved as a correct record.

5/C Mayor's Announcements

The Mayor informed the Council that the charities she would be supporting during her mayoral year were Chloe's and Sophie's Special Ears Fund, Connect Counselling Service, and Parity for Disability. She also reported that her first big event would be a celebration of the Queen's Platinum Jubilee at Frimley Lodge Park on 2 June 2022 and encouraged all Members to attend.

6/C Executive Arrangements

The Leader informed the Council that Councillor Shaun Garrett 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>
Economic Development & Transformation	Cllr Shaun Garrett
Finance & Customer Service	Cllr Robin Perry
Environment & Health	Cllr Colin Dougan
Housing, Safeguarding & Support	Cllr Sarah Jane Croke
Leisure, Culture & Community	Cllr Rebecca Jennings-Evans
Planning & Control	Cllr Adrian Page

A revised schedule of allocations of areas of responsibility to portfolios had been circulated with the agenda.

The Leader reported that all decisions would be taken collectively by the Executive. He had not reserved any decisions to the office of the Council Leader and no individual decision making powers had been delegated to Portfolio Holders. The Scheme of Delegation of Functions to Officers in respect of executive functions would remain as set out at Part 3 of the Council's Constitution.

7/C Establishment of Committees 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. The Council received a report setting out a proposed scheme of proportionality.

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

RESOLVED that

- (i) the committees as set out at Annex A of the agenda report be appointed with the committee sizes shown; and**
- (ii) the scheme of proportionality as set out at Annex A of the agenda report be adopted for 2022/23**

8/C Appointment of Members to Committees

It was moved by Councillor Alan McClafferty, seconded by Councillor Sashi Mylvaganam, and

RESOLVED, that the membership of the standing committees of the Council for 2022/23 be as follows:

Planning Applications Committee (15 members and 9 substitute members)

Committee Members:

Councillors Graham Alleway, Peter Barnett, Stuart Black, Cliff Betton, Mark Gordon, Edward Hawkins, David Lewis, Charlotte Morley, Liz Noble, Robin Perry, Darryl Ratiram, Graham Tapper, Victoria Wheeler, Helen Whitcroft, Valerie White.

Substitutes:

Councillors Dan Adams, Paul Deach, Sharon Galliford, Rebecca Jennings-Evans, Emma-Jane McGrath, Morgan Rise, John Skipper, Pat Tedder. (Vacancies: 1).

Licensing Committee (13 members)

Committee Members:

Councillors Dan Adams, Peter Barnett, Rodney Bates, Richard Brooks, Tim FitzGerald, Shaun Garrett, Mark Gordon, David Lewis, Robin Perry, John Skipper, Graham Tapper, Pat Tedder, Valerie White.

Performance & Finance Scrutiny Committee (13 members and 8 substitute members)

Committee Members:

Councillors Graham Alleway, Stuart Black, Vivienne Chapman, Paul Deach, Sharon Galliford, Edward Hawkins, Sashi Mylvaganam, Liz Noble, Darryl Ratiram, Morgan Rise, Victoria Wheeler, Helen Whitcroft, Valerie White.

Substitutes:

Councillors Rodney Bates, Peter Barnett, Cliff Betton, Mark Gordon, Josephine Hawkins, David Lewis, Graham Tapper, Pat Tedder.

External Partnerships Select Committee (13 members and 8 substitute members)

Committee Members:

Councillors Dan Adams, Richard Brooks, Vivienne Chapman, Paul Deach, Tim FitzGerald, Mark Gordon, Josephine Hawkins, David Lewis, Emma-Jane McGrath, Liz Noble, Morgan Rise, Pat Tedder, Valerie White.

Substitutes:

Councillors Graham Alleway, Rodney Bates, Cliff Betton, Stuart Black, Edward Hawkins, Charlotte Morley, Darryl Ratiram, Graham Tapper.

Audit & Standards Committee (7 members and 6 substitute members)

Committee Members:

Councillors Rodney Bates, Cliff Betton, Edward Hawkins, Charlotte Morley, Sashi Mylvaganam, Darryl Ratiram, Valerie White.

Substitutes:

Councillors Dan Adams, Richard Brooks, Paul Deach, Liz Noble, Morgan Rise, Victoria Wheeler.

Employment Committee (9 members and 6 substitute members)

Committee Members:

Councillors Cliff Betton, Stuart Black, Colin Dougan, Sharon Galliford, Mark Gordon, Josephine Hawkins, Alan McClafferty, Graham Tapper, Victoria Wheeler.

Substitutes:

Councillors Peter Barnett, Rodney Bates, Paul Deach, Sashi Mylvaganam, Liz Noble, Adrian Page.

9/C Appointment of Chairmen and Vice Chairmen

The Council received nominations to the positions of Chairmen and Vice Chairmen of the Committees of the Council.

It was moved by Councillor Alan McClafferty, seconded by Councillor Sashi Mylvaganam and

RESOLVED that the following appointments be made for the ensuing year:

<u>Committee</u>	<u>Chairman</u>	<u>Vice-Chairman</u>
Planning Applications	Cllr Edward Hawkins	Cllr Victoria Wheeler
Licensing	Cllr Pat Tedder	Cllr Valerie White
Performance & Finance Scrutiny	Cllr Sashi Mylvaganam	Cllr Valerie White
External Partnerships Select	Cllr Vivienne Chapman	Cllr Morgan Rise

Committee
**Audit &
Standards**

Chairman
Cllr Cliff Betton

Vice-Chairman
Cllr Darryl Ratiram

10/C Joint Committee

It was moved by Councillor Alan McClafferty, seconded by Councillor Shaun Garrett and

RESOLVED that Councillor Valerie White be appointed to the Surrey Police and Crime Panel for the 2022/23 municipal year.

11/C To Appoint Working Groups and Other Bodies of the Council and the Membership thereof

It was moved by Councillor Alan McClafferty and seconded by Councillor Sashi Mylvaganam 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 4 substitute members)

Members:

Councillors Rodney Bates, Paul Deach, Josephine Hawkins, Alan McClafferty, Sashi Mylvaganam.

Substitutes:

Councillors Rebecca Jennings-Evans, Adrian Page, Graham Tapper, Victoria Wheeler.

Joint Staff Consultative Group (8 members)

Councillors Rodney Bates, Stuart Black, Tim FitzGerald, Sharon Galliford, Josephine Hawkins, Charlotte Morley, Adrian Page, John Skipper.

12/C Responsibility for Functions

The Constitution, at Part 3 Section A, required the Council at its Annual Meeting to agree the Scheme of Delegation of Functions. It was moved by the Mayor, seconded by the Deputy Mayor and

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

Mayor