

## **South Northamptonshire Council**

### **Annual Council**

Minutes of a meeting of the Council held as a remote meeting on Wednesday 16 September 2020 at 6.00 pm.

Present      Councillor Anthony S. Bagot-Webb (Chairman)  
                 Councillor Rosie Herring (Vice-Chairman)  
                 Councillor Ann Addison  
                 Councillor Mark Allen  
                 Councillor Robert G. Atkinson  
                 Councillor Fiona Baker  
                 Councillor Dermot Bambridge  
                 Councillor Sandra Barnes MBE  
                 Councillor Phil Bignell  
                 Councillor Caryl Billingham MBE  
                 Councillor Rebecca Breese  
                 Councillor John Budden  
                 Councillor Carole Clarke  
                 Councillor Roger Clarke  
                 Councillor Stephen Clarke  
                 Councillor Karen Cooper  
                 Councillor Richard Dallyn  
                 Councillor Hywel Davies  
                 Councillor Peter Davies  
                 Councillor Valerie Furniss  
                 Councillor Andrew Grant  
                 Councillor David Harries BEM  
                 Councillor Steven Hollowell  
                 Councillor Gregor Hopkins  
                 Councillor Martin Johns  
                 Councillor Chris Lofts  
                 Councillor Dennis Loveland  
                 Councillor Charles Manners  
                 Councillor Ian McCord  
                 Councillor Abigail Medina  
                 Councillor Alice Kim Ord  
                 Councillor Ken Pritchard  
                 Councillor Peter Rawlinson  
                 Councillor Mary-Anne Sergison-Brooke  
                 Councillor Sandi Smallman  
                 Councillor Catharine Tarbun  
                 Councillor John Townsend  
                 Councillor Allen Walker  
                 Councillor Elaine Wiltshire  
                 Councillor Paul Wiltshire

Apologies    Councillor Lisa Samiotis

for  
Absence:

Officers: Richard Ellis, Chief Executive  
Andrew Hunkin, Executive Director: Resources (Monitoring Officer)  
Jane Carr, Executive Director: Operations  
Martin Henry, Executive Director: Finance (Section 151 Officer)  
Geoff Kent, Assistant Director: Customers & Corporate Services  
Jim Newton, Assistant Director: Planning & Economy  
Trevor Pugh, Assistant Director: Environment and Regulatory  
Services  
Kate Adams, PA to Leader and Chairman  
Natasha Clark, Governance and Elections Manager

## 1 **Welcome**

The Chairman welcomed Councillors, officers and members of the public and press to the South Northamptonshire Council Annual Meeting and explained that, due to the current coronavirus restrictions, the meeting was being held as a remote meeting.

## 2 **Declarations of Interest**

There were no declarations of interest.

## 3 **Minutes of Council**

The minutes of the meeting of Council held on 22 July 2020 were agreed as a correct record and signed by the Chairman.

## 4 **Chairman's Announcements**

### **Annual Council**

The Chairman explained that by convention there was no public participation, questions, petitions and motions at Annual Council and these, if any, would be considered at the next meeting.

### **All Member Seminar**

The Chairman reminded Members that an All Member Seminar on Disadvantaged and Vulnerable Residents in South Northants would be taking place via Zoom at 5pm on Wednesday 7 October. All Members were encouraged to attend what will be an informative and useful seminar.

### **Housekeeping**

The Chairman reminded Members of the remote meeting etiquette and protocol.

## 5 **Announcements by the Leader of the Council and the Chief Executive**

### **Announcements by the Leader, Councillor Ian McCord**

1. The Leader thanked all officers for the ongoing extra work they were undertaking to support residents and businesses in the district during the ongoing coronavirus pandemic.
2. The Leader thanked the outgoing Chairman, Councillor Rosie Herring, for her help, support and service during her term of office and extended his best wishes to the incoming Chairman, Councillor Anthony Bagot-Webb.
3. The Leader thanked his and the Chairman's PA, Kate Adams, for her ongoing support to him and the Chairman.
4. The Leader congratulated Martin Henry, Executive Director of Finance, on his appointment as Director of Finance and Statutory Section 151 Officer (Chief Finance Officer) for the West Northamptonshire Shadow Authority and West Northamptonshire Council. The Leader also extended congratulations to the Executive Director Resources, Andrew Hunkin, who had been appointed Interim Monitoring Officer for the West Northamptonshire Shadow Authority.
5. The Leader reported that Moat Lane had been shortlisted in the Mixed-Use category at the Planning Awards, which were held annually to recognise excellence in planning, regeneration, economic development, urban design, sustainable development and community development. Whilst the Moat Lane regeneration had not won, it was a great achievement to be recognised and the Leader commended all officers involved in the project.

### **Announcements by the Chief Executive**

1. The Chief Executive echoed the congratulations of the Leader to the Executive Director of Finance on his appointment as Director of Finance and Statutory Section 151 Officer (Chief Finance Officer) for the West Northamptonshire Shadow Authority and West Northamptonshire Council and the Executive Director Resources on his appointment as Interim Monitoring Officer for the West Northamptonshire Shadow Authority.
2. The Chief Executive assured Members that he would ensure that there was adequate senior level officer resource for South Northamptonshire Council and would keep this under review.

## 6 **Questions to the Leader of the Council and the Chief Executive**

There were no questions to the Leader or Chief Executive on their announcements.

## 7 **Election of Chairman for the Municipal Year 2020/21**

(The outgoing Chairman, Councillor Rosie Herring, presided for the consideration of this matter and those preceding).

It was moved by Councillor Peter Rawlinson and seconded by Councillor John Townsend, that Councillor Anthony Bagot-Webb be elected as Chairman for the Municipal Year 2020/2021. There were no other nominations.

## **Resolved**

That Councillor Anthony Bagot-Webb be appointed Chairman of South Northamptonshire Council for the Municipal Year 2020/2021.

### **8 Investiture of Chairman**

Councillor Anthony Bagot-Webb, having made and signed the required Declaration of Acceptance of Office, was invested with the Chairman's Badge and Chain and occupied the Chair.

### **9 Chairman's Address**

Councillor Anthony Bagot-Webb thanked Members for his appointment and addressed the Council. Councillor Bagot-Webb advised Council that he would be retaining the outgoing Chairman's charity, Brackley Community Hospital, as his charity for his term of office. Due to the coronavirus pandemic, many fundraising events that would usually have taken place had to be cancelled. The Chairman explained that he hoped to hold civic events to continue raising funds for the Hospital.

The Chairman advised Council that he was privileged to be the 47<sup>th</sup> Chairman of South Northamptonshire Council and that, due to Local Government Reform, he would be the last Chairman of the Council. During his term of office, he would do his best as Chairman.

Councillor Bagot-Webb reported that his wife, Kareen, would be his consort for the year and presented her with a small token of his appreciation.

### **10 Vote of Thanks to the Immediate Past Chairman**

On behalf of Council, the Chairman thanked Councillor Herring for the service she had rendered to the District and the able, fair and courteous way in which she had presided over the deliberations of the Council during her year and a half of office, particularly in light of the current coronavirus pandemic and holding of remote meetings.

Councillor Herring was presented with her past Chairman's badge and a gift as a memento for her term of office.

### **11 Past Chairman's Response**

Councillor Rosie Herring addressed Council to report on her term of office reporting on the many events she had hosted and attended during her term of office. Councillor Herring explained that she had particularly enjoyed visiting different council services where she had learnt a lot and been very impressed by the dedication of the council's staff.

Referring to the address of the Chairman and his continued support for the charity she had chosen, Brackley Community Hospital, Councillor Herring explained she was pleased that the Chairman had agreed to combine efforts and they would deliver a joint cheque to Brackley Community Hospital.

Councillor Herring also thanked all officers who had supported her, in particular Kate Adams, the Chairman's PA, and Natasha Clark, the Governance and Elections Manager, and gave them each a gift as a token of her appreciation.

Councillor Herring thanked her husband, Tony, for being her consort during her term of office and gave him a gift as a token of her appreciation for his support.

**12 Election of Vice-Chairman for the Municipal Year 2020/21**

It was proposed by Councillor Rebecca Breese and seconded by Councillor Ian McCord that Councillor Rosie Herring be elected Vice-Chairman of the Council for the Municipal Year 2020/2021. There were no other nominations.

**Resolved**

That Councillor Rosie Herring be appointed Vice-Chairman of South Northamptonshire Council for the Municipal Year 2020/2021.

**13 Investiture of Vice-Chairman**

Councillor Rosie Herring, having made and signed the required Declaration of Acceptance of Office, was invested with the Vice-Chairman's chain.

**14 Vote of Thanks to Council Officers**

It was proposed by Councillor Anthony Bagot-Webb and seconded by Councillor Rosie Herring that a vote of thanks be given to the Council's officers for the contribution and effort in the operation of the Council's business in 2019/2020.

**Resolved**

- (1) That a vote of thanks be given to the Council's officers for their contribution and effort in the operation of the Council's business in 2019/2020.

**15 Appointment of Deputy Leader and Cabinet Members for 2020/21**

The Chairman invited Councillor McCord, Leader of the Council, to advise Council of his appointments of Deputy Leader and Cabinet Members for 2020/2021.

Councillor McCord reported that for the municipal year 2020/2021 he would re-appoint Councillor Phil Bignell as Deputy Leader of the Council and re-appoint all current Portfolio Holders.

In reporting his Cabinet for 2020/21, Councillor McCord, thanked his Deputy Leader and all Portfolio Holders for their hard work and contribution over the past 18 months, which had supported him with the additional work he had been undertaking as Leader of the West Northamptonshire Shadow Council.

For the municipal year 2020/2021, Cabinet would comprise:

<b>Cabinet Member Portfolio</b>	<b>Councillor</b>
Leader of the Council	Councillor Ian McCord
Deputy Leader of the Council and Portfolio Holder for Planning	Councillor Phil Bignell
Portfolio Holder for Environmental Services	Councillor Dermot Bambridge
Portfolio Holder for Local Government Reform	Councillor Rebecca Breese
Portfolio Holder for Growth and Regeneration	Councillor Stephen Clarke
Portfolio Holder for Wellbeing	Councillor Karen Cooper
Portfolio Holder for Customer Services and IT	Councillor Andrew Grant
Portfolio Holder for Finance, Performance and Governance	Councillor Peter Rawlinson

### **Resolved**

- (1) That the appointment of Deputy Leader and Cabinet members for the municipal year 2020/2021 be noted.

## **16 Allocation of Seats and Membership of Committees 2020/21**

The Chief Executive submitted a report to consider and agree the suggested constitution of Committees for the Municipal Year 2020/2021.

### **Resolved**

- (1) That the allocation of seats that are subject to the political balance requirements be agreed:

<b>Political Balance</b>	<b>TOTAL</b>	<b>CON</b>	<b>IND</b>	<b>LIB DEM</b>	<b>VACANCY</b>
Appeals Committee	5	4	0	1	0
Budget & Financial Strategy Committee	12	9	1	2	0
Licensing Committee	12	9	1	2	0

Planning	14	11	1	2	0
Planning Policy & Regeneration Strategy	12	9	1	2	0
Scrutiny	15	11	1	2	1
<b>Proportional Total by Committee</b>	70	53	5	11	1
<b>Aggregate Entitlement</b>	70	53	5	11	1
<b>Adjustment Required</b>	N/S	N/A	N/A	N/A	N/A

- (2) That the allocation of seats on committees not subject to political balance requirements be agreed:

Committee	Seats	Conservative	Liberal Democrat	Independent
<b>Audit Committee*</b>	6	4	1	1
<b>Organisational Development and Personnel Committee*</b>	8	6	1	1
<b>Standards Committee*</b>	5	3	1	1

\* This is a departure from the proportionality rules and is therefore only permissible with no member voting against.

- (3) That appointments to each of the Committees in accordance with the nominations made by political groups be agreed:

**Proportional Committees**

**Appeals Committee**

**Membership (5 seats)**

**Conservative (4)**

Cllr Carole Clarke

Cllr Karen Cooper

Cllr Hywel Davies

Cllr Charles Manners

**Liberal Democrat (1)**

Cllr Chris Lofts

**Independent (0)**

**Budget and Financial Strategy Committee**

**Membership (12 seats)**

**Conservative (9)**

Cllr Anthony Bagot-Webb  
Cllr John Budden  
Cllr Peter Davies  
Cllr Rosie Herring  
Cllr Ken Pritchard  
Cllr Peter Rawlinson  
Cllr Sandi Smallman  
Cllr Allen Walker  
Cllr Paul Wiltshire

**Liberal Democrat (2)**

Cllr Mark Allen  
Cllr Chris Lofts

**Independent (1)**

Cllr Caryl Billingham

**Licensing Committee**

**Membership (12 seats)**

**Conservative (9)**

Cllr Ann Addison  
Cllr Bob Atkinson  
Cllr Dermot Bambridge  
Cllr Sandra Barnes  
Cllr Carole Clarke  
Cllr Hywel Davies  
Cllr Gregor Hopkins  
Cllr Dennis Loveland  
Cllr Sandi Smallman

**Liberal Democrat (2)**

Cllr Martin Johns  
Cllr Chris Lofts

**Independent (1)**

Cllr Caryl Billingham

**Planning Committee**

**Membership (14 seats)**

**Conservative (11)**

Cllr Phil Bignell  
Cllr Rebecca Breese  
Cllr John Budden  
Cllr Carole Clarke

**Liberal Democrat (2)**

Cllr Martin Johns  
Cllr Lisa Samiotis

**Independent (1)**

Cllr Stephen Hollowell



Cllr Karen Cooper  
Cllr Richard Dallyn  
Cllr Ken Pritchard  
Cllr Mary-Anne Sergison-  
Brooke  
Cllr John Townsend  
Cllr Elaine Wiltshire  
Cllr Paul Wiltshire

### **Planning Policy and Regeneration Strategy Committee**

#### **Membership (12 seats)**

##### **Conservative (9)**

Cllr Ann Addison  
Cllr Bob Atkinson  
Cllr Phil Bignell  
Cllr Val Furniss  
Cllr Mary-Anne Sergison-  
Brooke  
Cllr Sandi Smallman  
Cllr John Townsend  
Cllr Elaine Wiltshire  
Cllr Paul Wiltshire

##### **Liberal Democrat (2)**

Cllr Martin Johns  
Cllr Catharine Tarbun

##### **Independent (1)**

Cllr Steven Hollowell

#### **Scrutiny Committee**

#### **Membership (15 seats)**

##### **Conservative (11)**

Cllr Fiona Baker  
Cllr Sandra Barnes  
Cllr John Budden  
Cllr Richard Dallyn  
Cllr Val Furniss  
Cllr Gregor Hopkins  
Cllr Dennis Loveland  
Cllr Charles Manners

##### **Liberal Democrats (2)**

Cllr Abigail Medina  
Cllr Lisa Samiotis

##### **Independent (1)**

Cllr David Harries

##### **Vacant (1)**

Vacant

Cllr Ken Pritchard  
Cllr Allen Walker  
Cllr Elaine Wiltshire

### **Non Proportional Committees**

#### **Audit Committee**

##### **Membership (6 seats)**

<b>Conservative (4)</b>	<b>Liberal Democrat (1)</b>	<b>Independent (1)</b>
Cllr Anthony Bagot-Webb	Cllr Chris Lofts	Cllr David Harries
Cllr Sandra Barnes		
Cllr Phil Bignell		
Cllr Hywel Davies		

#### **Organisational Development and Personnel Committee**

##### **Membership (8 seats)**

<b>Conservative (6)</b>	<b>Liberal Democrat (1)</b>	<b>Independent (1)</b>
Cllr Anthony Bagot-Webb	Cllr Martin Johns	Cllr Caryl Billingham
Cllr Rebecca Breese		
Cllr Ian McCord		
Cllr Peter Rawlinson		
Cllr Elaine Wiltshire		

#### **Standards Committee**

##### **Membership (5)**

<b>Conservative (3)</b>	<b>Liberal Democrat (1)</b>	<b>Independent (1)</b>
Cllr Ann Addison	Cllr Lisa Samiotis	Cllr Stephen Hollowell
Cllr Sandra Barnes		
Cllr John Townsend		

**17 Appointment of Members to Outside Bodies for the Municipal Year 2020/21**

The Chief Executive submitted a report to consider and agree the appointments of Members to Outside Bodies for the Municipal Year 2020/2021.

**Resolved**

- (1) That the following Outside Bodies appointments for the Municipal Year 2020/21 be agreed:

Outside Body	Council's Representative
Local Government Association	Cllr Ian McCord
Most Sparsely Populated Councils' Group	Cllr Stephen Clarke
Crime and Disorder Partnership	Cllr Karen Cooper
County Health Scrutiny Committee	Cllr Rosie Herring
Northants Leadership	Cllr Ian McCord Cllr Phil Bignell (Substitute)
Northamptonshire Police and Crime Commissioner Scrutiny Panel	Cllr Ken Pritchard Cllr Alice Ord (Substitute)

**18 Constitution - Responsibility for Functions and Definition of Key Decision**

The Chief Executive submitted a report to enable Council to agree the relevant parts of the Responsibility for Functions, and the financial threshold to apply in determining which executive decisions are key decisions, as required by paragraphs 1.1.8 and 1.1.9 of the Council Procedure Rules.

**Resolved**

- (1) That the Responsibility for Functions set out in Part 10 of the Council's constitution in so far as they relate to Council functions and powers be agreed.
- (2) That the financial thresholds for executive decisions to be designated as "key" be agreed as follows:
- £50,000 for revenue expenditure
  - £250,000 for capital expenditure
  - Where a decision is being taken to invest some of the Council's reserves as part of the Treasury Management function the threshold is £5 million.

**19 Urgent Business (previously agreed with the Chairman)**

There were no items of urgent business.

Council - 16 September 2020

The meeting closed at 6.40 pm

Chairman:

Date: