

**ANNUAL COUNCIL MEETING held at 7.30 pm at COUNCIL OFFICES
LONDON ROAD SAFFRON WALDEN on 18 MAY 2010**

Present:- Councillor A D Walters – Chairman.
Councillors E C Abrahams, S Anjum, S Barker, E L Bellingham-Smith, C A Cant, R P Chambers, J F Cheetham, R Clover, J E Davey, A Dean, C Dean, C D Down, K L Eden, M L Foley, E J Godwin, E Gower, E W Hicks, S J Howell, D M Jones, A J Ketteridge, T P Knight, R M Lemon, J I Loughlin, J E Menell, D G Perry, J A Redfern, H S Rolfe, J Salmon, S V Schneider, G Sell, C C Smith, A M Wattebot, L A Wells and P A Wilcock.

Officers in attendance:- J Mitchell (Chief Executive), M Perry (Assistant Chief Executive), M Cox (Democratic Services officer) and A Webb (Director of Central Services).

C1

APPOINTMENT OF CHAIRMAN OF THE COUNCIL

At the last meeting, it had been proposed and seconded that Councillor S V Schneider be elected Chairman of the Council. There being no other nominations, Councillor Schneider was declared elected Chairman of the Council for the ensuing year.

Councillor Walters presented Councillor Schneider with the new chain of office. He reminded members that his charity for the year had been Accuro and he was pleased to report that he had raised £6,100 with the help of members and staff. He also mentioned that he had received an anonymous donation of £1000. He thanked the Chief Executive and officers for their support throughout his year and particularly Janine Corbey and Sue Kempster for the tremendous help that they had given him. He presented them with a bouquet of flowers as a token of his appreciation.

He concluded that he had enjoyed an immensely interesting and rewarding year and thanked the Council for giving him this honour.

C2

STATUTORY DECLARATION OF ACCEPTANCE OF OFFICE

The Chairman signed the Statutory Declaration of Acceptance of Office. Councillor Schneider thanked Councillor Walters for his year of service and presented him with a portrait photograph which would be hung in the Council Chamber, alongside those of previous chairmen and also presented him with a past Chairman's badge.

Councillor Schneider said it was an honour and privilege to be elected Chairman and she would endeavour to be a good ambassador for the District. She praised Councillor Walters for the impeccable example that he had set and thanked him for his help and guidance over the past year. She said that he would be a difficult act to follow, but she hoped that she would be an approachable and friendly chairman and would try to promote a culture of mutual respect.

C3 **APPOINTMENT OF VICE-CHAIRMAN**

At the last meeting, Councillor D Jones had been nominated as Vice-Chairman of the Council. There being no other nominations, Councillor Jones was declared Vice-Chairman of the Council for the ensuing year.

C4 **STATUTORY DECLARATION OF ACCEPTANCE OF OFFICE**

Councillor Jones signed the Statutory Declaration of Acceptance of Office. He thanked members for elected him to this role. He said it was a great honour and he would do his very best to assist the Chairman.

C5 **APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST**

Apologies for absence were received from Councillors H J Asker, M Miller, D J Morson, K R Artus, R Chamberlain, J E Hudson, D J Sadler, R D Sherer and A C Yarwood.

Councillor Chambers declared a personal interest as a member of Essex County Council and as Chairman of the Essex Police Authority.

Councillor Barker declared a personal interest as a member of Essex County Council and the Essex Fire Authority.

C6 **APPOINTMENT OF LEADER OF THE COUNCIL**

Councillor Barker proposed and Councillor Redfern seconded that Councillor A J Ketteridge be appointed as Leader of the Council. There being no other nominations, Councillor Ketteridge was declared elected as Leader of the Council for the ensuing year.

Councillor Ketteridge congratulated Councillor Schneider on her appointment as Chairman and thanked the outgoing Chairman for being such a great ambassador for the district. He thanked the Council for re-electing him and said that he would do his best to implement the Corporate Plan and ensure that residents received the best possible services within the resources available. The recent general election result was likely to have a significant impact, although the council was waiting for details of the manifesto commitments of the coalition Government. He was pleased that there was no commitment to a second runway at Stansted and that the resources that had been set aside would not be needed for the time being. It was still likely that the public sector would face significant financial difficulties. 10% had been assumed in the Medium Term Financial Strategy but it was possible that the figures would have to be reviewed if more challenging cuts were proposed.

He reported that Government statements made today had pointed toward more power being delegated from central to local government. It appeared that the Regional Spatial Strategy was to be abolished and powers returned to the

local councils. Although the necessary orders were yet to be passed, these announcements were an encouraging start.

At the last meeting he had mentioned the culture of littering which was becoming a national problem. Essex County Council would be launching a 1 week campaign "love where you live" but he wanted this council to take this issue further. Although this council's employees and the Town Council did a good job in dealing with the litter he would like to introduce initiatives to change people's behaviour in relation to littering and to further promote civic pride. There was a need to engage with the whole community to make this work and to that end he would be outlining his intentions at the next Community Forum meetings and setting out a programme at the Environment Committee meeting on 8 June.

He concluded that he was proud of the Council's achievements over the last 3 years and was confident about meeting the challenges of the forthcoming year.

C7 APPOINTMENT OF DEPUTY LEADER OF THE COUNCIL

Councillor A J Ketteridge proposed, and Councillor R P Chambers seconded, that Councillor J F Cheetham be appointed Deputy Leader of the Council. There being no other nominations, Councillor Cheetham was declared elected as Deputy Leader of the Council for the ensuing year.

C8 MEMBERS' QUESTION AND ANSWER SESSION

Councillor A Dean referred to the announcement that the Government would not be supporting a second runway at Stansted and asked the Leader if he could write to BAA asking for the application to be withdrawn. He also mentioned that there was Government support for the 10/10 campaign and asked if this Council would reconsider its position on signing up to this initiative.

The Leader replied that he would write to BAA asking for clarification of its intentions in respect of the second runway application. In terms of the 10/10 campaign, this council's position had not changed on this issue as it still faced significant challenges in meeting existing targets.

Council A Dean asked for an update on the replacement of the Energy Efficiency Officer post as he understood that the previous post holder would shortly be starting a new job and the temporary arrangements where he had been working for the council would discontinue. The Chief Executive replied that the post had been re profiled; some of the responsibilities going to planning with others being incorporated within a new post to come under the housing function. This post was currently going through the job evaluation process.

Councillor C Dean asked for an assurance that in the light of the recent announcement in relation to the Regional Spatial Strategy, the Council would scrap the 3000 houses proposed for Elsenham/Henham.

Councillor Ketteridge said that he had given an undertaking that the Council would review the situation as and when further information was received in relation to housing targets.

Councillor Redfern thanked members for their support for the recent Help for Heroes ball. She reported that £21,000 had been raised and £5,000 would be donated to the Carver Barracks family support fund.

Councillor Sell mentioned that there had been a 95% drop in the number of school visits to the Museum since the loss of the Educational Learning Officer post. He felt that this was not an acceptable situation in the Museum's centenary year and asked for an assurance that this post would be filled. The Leader replied that he could not make such an assurance as this matter would need to be looked at by the MMWG and Community and Housing Committee. He was also aware that the Museum Service was currently being reviewed and any action would be premature to the outcome of the review.

Councillor Wilcock welcomed the litter initiative and asked if the council could consider segmented bins for recycling if it purchased new litter bins. Councillor Ketteridge said that he would take on board this request but it would depend on the resources available and the support from partner organisations.

Councillor Foley said that he welcomed the Government's approach on airport growth but wanted the Council to keep up the same pressure against the increased use of the single runway. Councillor Ketteridge replied that the council had a policy against the second runway but didn't have a policy on the expansion of the existing runway. There was a valid planning permission to 35mppa and if the council adopted a policy against expansion it would be prevented from considering any resulting applications.

During the course of the discussion on the above members declared the following personal interests. SSE – Councillors Foley, Ketteridge, Godwin, A Dean, C Dean. NWEIPA- Councillor Cheetham.

C9 **MINUTES**

The Minutes of the meeting held on 20 April 2010 were approved as a correct record and signed by the Chairman.

C10 **BUSINESS ARISING**

i) **Minute C77 – Members' Question and Answer Session**

Councillor Cant said that although the consultation on a new committee structure had appeared in Uttlesford Life, it had been at the bottom of the page and had not provided a reply slip. She was concerned that the information leaflet had not been widely available and thought that parish councils should have been provided with a supply of leaflets for their members to consider. Councillor Sell said that Stansted Parish Council had recently considered this issue and had found no reason to change from the current committee arrangements. The Chief

Executive said that all parish clerks had been sent a letter and a leaflet but more leaflets could be sent to the parish councils on request.

C11 CHAIRMAN'S COMMUNICATIONS

Councillor Schneider said that she had been involved with guiding for many years and as this year was the centenary of the guide movement her chosen charity would be to support guiding in Uttlesford. She informed Members that on Saturday 22 May there would be an exhibition on 'guiding past and present' at the Saffron Walden Museum between 11am – 4pm.

C12 POLITICAL BALANCE OF THE COUNCIL

The Council was asked to consider the allocation of seats on its committees in accordance with the principles of proportionality set out in the Local Government and Housing Act 1989.

Members were reminded that it had been agreed at the last Annual meeting to allocate two seats on the Development Control Committee to the Independent Group thus increasing by one the total number of seats available on those committees subject to balance requirements. Members agreed that this arrangement could continue.

RESOLVED (with no Members voting against) that the arrangements for the allocation of seats set out in the report be approved.

C13 APPOINTMENT OF COMMITTEES FOR 2010/11

The Council was invited to agree to the number of members on committees and to appoint members to each of its committees for the year 2010/11.

RESOLVED that

- 1 the allocation of places on committees for 2010/11 be made according to the list below;
- 2 the chairmen and vice-chairmen of the committees be as noted;

Committees	Conservative	Liberal Democrat	Independent
Finance and Administration (14)	Chambers (c) Davey Eden (vc) Jones Ketteridge Knight Rolfe Sherer Walters	Clover A Dean Sell Wilcock	Lemon
Environment (15)	Barker (c) Asker Artus Chamberlain Cheetham Davey Down Hicks Howell (vc)	Cant C Dean Smith Wattebot Yarwood	Godwin
Community and Housing (15)	Chamberlain (c) Anjum Bellingham-Smith Howell Menell Miller Redfern (vc) Sadler Schneider	Foley Gower Hudson Morson Sell	Abrahams
Development Control (15)	Cheetham (c) Down Eden Menell Miller Perry Salmon Wells	Cant Clover C Dean Loughlin Smith	Godwin (vc) Abrahams
Licensing (11)	Hicks (c) Artus Asker Bellingham-Smith Perry (vc) Redfern Walters	Hudson Loughlin Morson	Lemon
Performance Select (9)	Rolfe (c) Barker (vc) Ketteridge Knight Salmon Sherer	Wilcock Yarwood	Lemon

Scrutiny (10)	Anjum Chambers Jones Rolfe Schneider Wells	A Dean (c) Sell (vc) Wattebot Yarwood	
Standards (4)	Down Eden	Cant	Lemon
Staff Appeals (8)	Anjum Hicks Jones Wells	Cant Loughlin Gower	Abrahams
Appointments (5)	Chambers Ketteridge (c) Redfern	Cant	Godwin
Joint Parking Partnership (2)	Barker Chamberlain		

C14

REVIEW AND APPOINTMENT OF TASK GROUPS FOR 2010/11

Members noted that there was a requirement for the Council to review all working groups and task groups at the Annual meeting. A report was submitted detailing the terms of reference of all such groups and suggesting future action..

Councillor Wilcock queried the disbanding of the IT Working Group, particularly as it was responsible for monitoring large expenditure. Councillor Howell, the Chairman of the group said that officers and members felt that the group had come to the end of its useful life having completed its programme of work.

Councillor A Dean questioned the proposal to discontinue the Strategic Partnership Reference Group. Partnership issues were in the council's top 4 priorities and he thought it would be useful for there to be a member group that could provide political guidance in this area. The Chief Executive said that members had expressed a preference for establishing a time limited task group when the most recent partnership project had been considered. He also pointed out that the terms of reference of the Strategic Partnership Reference Group were more geared towards overseeing LSP activities and there had been no request for a meeting for the last 3 years.

Councillor A Dean felt that there should be a permanent group to deal with partnership issues as it would provide continuity and coordination for the various projects that were likely to be forthcoming. The Leader replied that if and when future partnership opportunities arose it would be more effective to establish a time limited task group and appoint members with appropriate experience.

RESOLVED that the recommendations set out in the final column of the report be agreed

APPOINTMENT OF WORKING GROUPS

A separate list was tabled of nominations for all working groups during 2010/11 and, where appropriate, the nominated chairman of each group.

RESOLVED that the allocation of seats be made according to the table below.

Working Group	Conservative	Liberal Democrat	Independent
Community Achievement (6)	Menell (c) Redfern Schneider	C Dean Gower	Abrahams
Constitution Working Group(8)	Chamberlain Ketteridge (c) Menell Rolfe Schneider	C Dean Morson	Godwin
Electoral Arrangements Working Group (5)	Chamberlain Ketteridge Salmon	Wilcock	Godwin
Housing Initiatives Working Group (6)	Bellingham-Smith Chamberlain (c) Menell Redfern	Hudson Morson	
Local Joint Committee (3)	Chambers Ketteridge (c)	Loughlin	
Local Development Framework (6)	Cheetham Ketteridge (c) Rolfe	Cant Loughlin	Godwin
Museum Management (4) Chair and Vice Chair of C and H + 2 other Members	Chambers Eden (c) Schneider	Morson	Abrahams
Museum Resource Centre Project Team (5)	Chambers Eden (c) Schneider	Morson	Lemon
Olympic Working Group (6)	Cheetham Howell	Clover Morson	Godwin Lemon
Stansted Airport Advisory Panel (11)	Artus Cheetham Jones (c) Perry Wells	Cant A Dean Sell Wilcock	Godwin Lemon

Uttlesford Transport Forum (5)	Bellingham-Smith Cheetham Eden	Smith	Lemon
Waste Strategy Project Team (6)	Barker (c) Cheetham Down	Cant C Dean	Godwin

C16

APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES

RESOLVED that the following members be appointed to represent the Council on outside bodies for 2010/11

Name of Organisation	Number	Representative 2010/11
Alzheimers Disease Society - Uttlesford Branch	1	Cllr Hicks
Birchanger Wood Management Committee	1	Cllr Sell
Board of Turpins Indoor Bowling Club	2	Cllr Ketteridge Cllr Eden
British Red Cross Society - Essex Branch	1	Cllr Cant
Business Development Services (North West Essex)	1	Cllr Sell
Campaign to Protect Rural Essex	1	Cllr Chambers
West Essex Children's Trust Board Uttlesford Local Children's Partnership	1	Cllr Menell
Committee of the Friends of the Maltings	1	Cllr Clover
Council for Voluntary Service - Uttlesford	1	Cllr Bellingham -Smith
Crawley Prize Endowment Charity	2	Cllr Chambers Cllr Loughlin
Crossroads Care Attendant Scheme	1	Cllr Godwin
Dunmow Day Centre Management Committee	1	Cllr Cant
Dunmow Museum Management Committee	1	Cllr Clover
Dunmow Society - Executive Committee	1	Cllr Davey
Dunmow Town Strategy Group – Management Committee	1	Cllr Davey
Essex County Strategic Partnership	1	Cllr Ketteridge

Friends of Bridge End Gardens	1	Cllr Morson
Greater Cambridge Partnership	1	Cllr Rolfe
Local Government Association		
- General Assembly	1	Cllr Ketteridge
- Rural Commission	2	Cllr Barker Cllr Howell
- Rural Community Partnership	1	Cllr Barker
Museums in Essex Committee	1	Cllr Eden
Parking and Traffic Regulation outside London Adjudication Joint Committee	1	Cllr Barker
Saffron Walden Arts Trust	1	Cllr Chambers
Saffron Walden Cinema	1	Cllr Eden
Saffron Walden Day Centre Management Cttee	1	Cllr Rolfe
Saffron Walden Initiative Partnership Board	1	Cllr Rolfe
Saffron Walden Museum Society	1	Cllr Eden
Stansted Airport Community Trust	1	Cllr Walters
Stansted Airport Consultative Committee	1	Cllr Cheetham
Stansted Day Centre Management Committee	1	Cllr C Dean
Strategic Aviation Special Interest Group	1	Cllr Cheetham (sub Cllr Wilcock)
Supporting People - Essex Commissioning Body	1	Cllr Redfern
Takeley Day Centre Management Committee	1	Cllr Cheetham
Thaxted Day Centre Management Committee	1	Cllr Wattebot
Thaxted Guildhall Management Committee	2	Cllr Foley Cllr Wattebot
Uttlesford Buffy Bus Association	1	Cllr Schneider
Uttlesford Carers	1	Cllr Bellingham-Smith
Uttlesford Citizens' Advice Bureau	1	Cllr Knight
Uttlesford Futures	4	Cllr Cant
		Cllr Lemon
		Cllr Menell
		Cllr Rolfe
- Safer and healthier communities	2	Cllr Menell
		Cllr Sadler
- Road Safety Sub-Group	1	Cllr Bellingham-Smith
- Youth Initiatives Working Group	2	Cllr Sherer
		Cllr Yarwood
Uttlesford Community Travel	1	Cllr Wilcock
Uttlesford Over Sixties Association	1	Cllr Ketteridge
Waste Management Advisory Board	1	Cllr Barker (sub –Cllr Cheetham)
West Essex Area Highways Panel	10	Cllr Salmon

C16

REVIEW OF COMMUNITY FORUM

Members received a report of the Constitution Working Group on a review of the Community Forum. It recommended that the forums continue in their present form for the next council year. A number of points had been made concerning the operation of the forum and these would be taken account when planning meetings for the coming year.

In answer to a question by Councillor C Dean it was explained that the forum could not make decisions on the awarding of grants because any decision making body was required to be politically balanced.

The Council then approved the appointments of the Chairman and vice Chairman of the North and South Forum as set out on the tabled sheet.

Members were reminded that the next forum meetings would be held on 25 and 27 May and would be focusing on community safety issues.

The meeting ended at 8.35pm.