CANTERBURY CITY COUNCIL

Minutes of the Annual Meeting of the CANTERBURY CITY COUNCIL duly convened and held on Wednesday, 12th May, 2010 at 7.00 pm at The Guildhall, Westgate, Canterbury

Present: Councillor Cragg (Lord Mayor)

Councillor Anderson, Councillor Austin, Councillor Berridge, Councillor Bissett, Councillor Bright, Councillor Carnell, Councillor Davis, Councillor Dixey, Councillor Doyle, Councillor Dye, Councillor Eden-Green, Councillor Ellis, Councillor M Flaherty, Councillor R Flaherty, Councillor Flanagan, Councillor Gilbey, Councillor Hando, Councillor Harrison, Councillor Law, Councillor Lee, Councillor Linfield, Councillor MacCaul, Councillor Matthews, Councillor McCabe, Councillor McMahan, Councillor Parsons, Councillor Patterson, Councillor A Perkins, Councillor J Perkins, Councillor Pickersgill, Councillor Reuby, Councillor Samper, Councillor Seath, Councillor Sharp, Councillor Sonnex, Councillor Staley, Councillor Steed, Councillor A Taylor, Councillor H Taylor, Councillor Thomas, Councillor Todd, Councillor Vickers, Councillor Vickery-Jones, Councillor Vye, Councillor Windsor and Councillor Wratten.

1 PRAYERS

The meeting was opened by prayers by the Lord Mayor's Chaplain Reverend Canon Norman Woods.

2 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Calvert-Mindell and Parry.

3 ELECTION OF LORD MAYOR FOR THE YEAR 2010/11

It was proposed by Councillor Samper and seconded by Councillor Sharp that Councillor Pat Todd be elected Lord Mayor of Canterbury for the Council Year 2010/11.

There were no other nominations.

It was then

RESOLVED - That Councillor Pat Todd be elected Lord Mayor of Canterbury for the Council Year 2010/11.

Councillor Todd then made a declaration of acceptance of the office of Lord Mayor of Canterbury. He then took the Chair and thanked the Council for electing him.

The Lord Mayor reported that his wife, Barbara Todd, would be the Lady Mayoress and that her charities are The Royal National Lifeboat Institution, Strode Park at Herne Bay and Help for Heroes.

The Lord Mayor advised the Council that Reverend Robert Prance would be his Chaplain.

4 PRESENTATION OF PAST LORD MAYOR'S BADGE TO COUNCILLOR CRAGG

The Lord Mayor presented a past Lord Mayor's badge to Councillor Cragg and thanked him for his services to the Council during his term of office for the year 2009/10.

Councillor Cragg expressed his thanks to his wife, Sheila Cragg for her support, Councillor Davis the Sheriff and Vice-Chairman, his Chaplain Reverend Canon Woods, staff at Tower House, the persons who had assisted with the work of the Lady Mayoress' charities, and the Press for their support during his term of office for 2009/10.

Councillor Cragg mentioned some of the events and activities in which he had been involved with during his term of office.

5 ELECTION OF SHERIFF AND VICE-CHAIRMAN FOR THE YEAR 2010/11

It was proposed by Councillor Harrison and seconded by Councillor Ellis that Councillor Sally Pickersgill be elected Sheriff and Vice-Chairman of the Council for the Council Year 2010/11.

There were no other nominations. It was then -

RESOLVED – That Councillor Pickersgill be elected Sheriff and Vice-Chairman of the Council for the Council Year 2010/11.

The Lord Mayor congratulated Councillor Pickersgill upon her election as Sheriff and Vice-Chairman for the Council Year 2010/11.

Councillor Pickersgill then made a declaration of acceptance of the office of Sheriff and Vice-Chairman of the Council and expressed her thanks to the Council for her election for the Council Year 2010/11.

Councillor Pickersgill advised the Council that her Escort would be her partner, Mr Robert Waters.

6 PRESENTATION OF PAST SHERIFF'S BADGE TO COUNCILLOR DAVIS

The Lord Mayor presented to Councillor Davis a past Sheriff's badge and thanked her for her services to the Council during her term of office as the Sheriff and Vice-Chairman for the Council Year 2009/10.

Councillor Davis expressed her thanks to her Escorts, Maxine Marsh and Joyce Phillips, and everyone who had assisted her during her term of office as Sheriff and Vice-Chairman over the previous year. Councillor Davis mentioned some of the events and activities in which she had been involved with during her term of office.

7 ELECTION OF THE LEADER OF THE COUNCIL

It was proposed by Councillor Mrs Law, seconded by Councillor Samper, and

RESOLVED – That Councillor Gilbey be elected Leader of the Council for the Council Year 2010/11.

8 **ELECTION OF THE EXECUTIVE**

It was proposed by Councillor Gilbey, seconded by Councillor Mrs Law, and

RESOLVED - That the Executive for the Council Year 2010/11 shall comprise the Leader, plus eight Executive Members.

It was then proposed by Councillor Gilbey, seconded by Councillor Mrs Law, and

RESOLVED – That the following Councillors be appointed as the remaining Executive Members for the Council Year 2010/11:-

Councillors Austin, Doyle, Ellis, Mrs Law, Lee, Patterson A Taylor and Vickery-Jones.

9 **ANNOUNCEMENTS**

The Leader reported that the Herons Centre development at Herne Bay had started.

10 **MINUTES**

The minutes of the meeting of the Council held on 22 April 2010 were agreed as a true record and signed by the Lord Mayor.

11 **COMMITTEE STRUCTURE FOR THE YEAR 2010/11**

It was proposed by Councillor Gilbey, seconded by Councillor Mrs Law, and

RESOLVED -

(1) That the Council appoint the Committees, Appointments Sub-Committee, Panels and the Whitstable Harbour Board, as appended to these minutes, and that the nominations of the Group Leaders regarding their memberships be approved subject to the following

Amend the membership of the Housing Appeals and Benefits Committee by

moving Councillor Staley from Panel 1 to Panel 2
moving Councillor Linfield from Panel 2 to Panel 1

(2) That, where required, the quorum of Committees, Panels, and the Whitstable Harbour Board, as set out in the Appendix to these minutes, be approved.

(3) That Mrs Janet Jerram be appointed as the Independent Member of the Audit Committee for the year 2010/11 and the Chair of the Committee.

(4) That the terms of reference of the Committees, Panels and the Whitstable Harbour Board, which form part of the Constitution reported to the Annual Meeting, be approved.

(5) That a Member Training Group be appointed for the year 2010/11 and that the membership comprise Councillors Austin, Calvert-Mindell, R Flaherty, J Perkins, H Taylor and Seath.

(6) That a Political Management Member Panel be appointed for the year 2010/11 with the terms of reference set out in the Constitution for the year 2010/11 and membership of Councillors Dixey, Ellis, M Flaherty, Gilbey, Mrs Law, Lee, A Perkins, Seath and A Taylor.

(7) That the Leader and the Deputy Leader be appointed as the Council's representatives to serve on the East Kent (Joint Arrangements) Committee for the year 2010/11.

(8) That Councillors Cragg, A Perkins and Samper be appointed as the Council's representatives on the East Kent (Joint Scrutiny) Committee for the year 2010/11.

(9) That an appointments to Outside Bodies Working Group be appointed for the Council Year 2010/11 with a membership of Councillors Pickersgill, Reuby, Sharp, H Taylor plus 2 Liberal Democrats and 1 Labour Member to be advised by the Group Leaders.

12 **SCHEME OF DELEGATION TO OFFICERS**

It was proposed by Councillor Gilbey, seconded by Councillor Mrs Law, and

RESOLVED – That the Scheme of Delegation to Officers, as set out in Part Three of the Constitution, be approved.

13 **APPOINTMENT OF PROPER OFFICERS**

It was proposed by Councillor Gilbey, seconded by Councillor Mrs Law, and

RESOLVED – That the appointment of the Proper Officers of the Council, as set out in Part Three of the Constitution, be approved.

14 **CONSTITUTION**

The Head of Legal and Democratic Services advised that a correction was required to the Constitution, which had been circulated for the meeting, by replacing the Members Allowances Scheme by the Scheme that had been adopted by the Council in February 2010.

It was proposed by Councillor Gilbey, seconded by Councillor Mrs Law, and

RESOLVED – That, subject to the above correction, the Council adopt the remaining parts of the Constitution, now reported.

15 **PROGRAMME OF MEETINGS FOR THE YEAR 2010/11**

It was proposed by Councillor Gilbey, seconded by Councillor Mrs Law, and

RESOLVED – That, subject to the Joint Transportation Board meeting on 29 June 2010 being changed to 6 July 2010, the programme of meetings of the Council for

the year 2010/11, as appended to these minutes, be approved except that the programme of meetings of the Executive be referred to the **Executive** for consideration.

16 **STAFF AND SAFETY JOINT CONSULTATIVE GROUP**

It was proposed by Councillor Gilbey, seconded by Councillor Mrs Law, and

RESOLVED - That Councillors Bissett, Dixey, R Flaherty, MacCaul, Patterson, Pickersgill, Sonnex and H Taylor be appointed as the Council's representatives on the Staff and Safety Joint Consultative Group for the year 2010/11.

17 **APPOINTMENT OF CITY COUNCIL REPRESENTATIVES ON THE JOINT TRANSPORTATION BOARD FOR THE YEAR 2010/11**

It was proposed by Councillor Gilbey, seconded by Councillor Mrs Law, and

RESOLVED - That Councillors Berridge, Cragg, Eden-Green, Ellis, Hando, McMahan, Sharp, Thomas and Wratten be appointed as the City Councillors to serve on the Joint Transportation Board for the year 2010/11.

18 **APPOINTMENT OF MEMBERS OF THE WHITSTABLE HARBOUR BOARD**

It was proposed by Councillor Gilbey, seconded by Councillor Mrs Law, and

RESOLVED – That Councillors Dixey, Hando, Harrison, J Perkins, Thomas, Windsor and Wratten be appointed as the seven City Councillors to serve on the Whitstable Harbour Board until the Annual Meeting of the Council in May 2011.

(Katrina Brown, Adam Roake, Henry Lang, Alex Stanmore and Ian Waddington had already been appointed as Independent Members of the Whitstable Harbour Board).

19 **APPOINTMENT OF INDEPENDENT MEMBERS TO THE STANDARDS COMMITTEE**

It was proposed by Councillor Gilbey, seconded by Councillor Mrs Law, and

RESOLVED -

(a) That Mr Peter Gottschalk and Mr Philip Lennard be re-appointed as Independent Members of the Committee.

(b) That Mr Raymond Evison and Mr Kenneth Terrett be re-appointed as two of the three parish council representatives on the Committee for a period of one year.

(Mr Tony Day had already been appointed as the third parish council representative on the Standards Committee for a period of three years expiring in May 2011).

20 **APPOINTMENT OF COUNCIL REPRESENTATIVES ON OUTSIDE BODIES**

It was proposed by Councillor Gilbey, seconded by Councillor Mrs Law and

RESOLVED – That the appointment of council representatives on outside bodies which are required to be made during the Council Year 2010/11, as set out in the Appendix to these minutes, be approved subject to the following –

(i) the referral back to the Working Group of the nomination of a council representative on Canterbury-Reims Twinning Association;

(ii) the appointment of Councillor Doyle as the fourth representative of the council on Canterbury Theatre and Festival Trust.

There being no other business the meeting closed at 8.20 pm

APPENDIX

AUDIT COMMITTEE 2010/11
(Quorum of 3)

The Independent Member, Mrs Janet Jerram - Chairman of the Audit Committee

Councillors Cragg, Parsons, J Perkins, Samper and Vye
(Conservative substitutes - Councillors Reuby and Thomas)
(Liberal Democrat substitutes - Councillors Berridge and Eden-Green)

DEVELOPMENT CONTROL COMMMITTEE 2010/11
(Quorum of 8)

Councillors Cragg, Eden-Green, M Flaherty, Hando, Linfield, McCabe, Patterson, Pickersgill, Samper, Seath, Sharp, Sonnex, Steed, H Taylor, Thomas and Vickers.

GENERAL PURPOSES COMMITTEE 2010/11
(Quorum of 5)

Councillors Bissett, Dixey, R Flaherty, McMahan, Reuby, Sharp, Steed, H Taylor, Vye and Windsor.

HOUSING APPEALS AND BENEFITS COMMITTEE 2010/11
(Quorum of 3 for each Panel)

Panel 1 comprising Councillor Davis, Harrison, Linfield, MacCaul, McCabe and Seath

Panel 2 comprising Councillors Bissett, Hando, Sonnex ,Staley and Vickery-Jones

LICENSING COMMITTEE 2010/11
(Quorum of 6)

Councillors Calvert-Mindell, Davis, R Flaherty, Harrison, Linfiled, J Perkins, Sonnex, Staley, A Taylor, Windsor and Wratten.

OVERVIEW AND SCRUTINY COMMITTEE 2010/11
(Quorum of 8)

Councillors Berridge, Bissett, Cragg, Davis, Dye, M Flaherty, MacCaul, Parry, Parsons, A Perkins, Reuby, Samper, Seath, Sharp, Sonnex and Windsor.

STANDARDS COMMITTEE 2010/11
(Quorum of 5 which must include one of the Independent Members)

Councillors M Flaherty, Reuby, Samper and Seath.

3 Independent Members - Mr P Gottschalk, Mr P Lennard and Ms R McIntyre
3 Parish Council representatives - Mr R Evison, Mr K Terrett and Mr T Day

WHITSTABLE HARBOUR BOARD 2010/11
(Quorum of 6)

Councillors Dixey, Hando, Harrison, J Perkins, Thomas, Windsor and Wratten

Independent Members of the Whitstable Harbour Board for the terms of office indicated:-

Ms K Brown - 3 years from 19 January 2008
Ian Waddington - 3 years from 19 January 2008
Adam Roake - 3 years from 19 January 2009
Alex Stanmore - 3 years from 19 January 2009
Henry Lang - for the 3 year period until 31 December 2012

APPOINTMENTS SUB-COMMITTEE 2010/11
(Quorum of 4)

Councillors Dixey, R Flaherty, Gilbey, Law, Lee, MacCaul and Parry.

AREA MEMBER PANELS

CANTERBURY AREA MEMBER PANEL

Councillors for the following Wards:-

Barton, Northgate, St Stephen's, Westgate, Wincheap,

County Councillors for the following Electoral Divisions

Canterbury City NE
Canterbury City SW
Canterbury SE

The quorum shall be a minimum of three Members from either Council.

Trial Terms of reference as set out on pages 125 and 129 of the Constitution.

HERNE BAY AREA MEMBER PANEL

Councillors for the following Wards:-

Greenhill and Eddington, Herne and Broomfield, Heron, Reculver and West Bay.

County Councillor for the Herne and Sturry Electoral Division

2 County Councillors for the Herne Bay Electoral Division

The quorum shall be a minimum of three Members from either Council.

Trial Terms of reference as set out on pages 125 and 129 of the Constitution

RURAL AREA (NORTH) MEMBER PANEL

Councillors for the following Wards:-

Blean Forest, Little Stour, Marshside, Sturry North and Sturry South.

County Councillor for the following Electoral Divisions

Herne and Sturry
Canterbury SE
Canterbury West

The quorum shall be a minimum of three Members from either Council**.**

Trial Terms of reference as set out on pages 125 to 129 of the Constitution.

RURAL AREA (SOUTH) MEMBER PANEL

Councillors for the following Wards:-

Barham Downs, Chartham and Stone Street, Harbledown and Rough Common, and North Nailbourne.

County Councillor for the following Electoral Divisions

Canterbury SE
Canterbury West

Trial Terms of reference as set out on pages 125 to 129 of the Constitution.

WHITSTABLE AREA MEMBER PANEL

Councillors for the following Wards:-

Chestfield and Swalecliffe, Gorrell, Harbour, Seasalter and Tankerton.

2 County Councillors for the Whitstable Electoral Division

The quorum shall be a minimum of three Members from either Council.

Trial Terms of reference as set out on pages 125 to 129 of the Constitution.

	Day and time of meeting	2010								2011				
		May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Council	Thursday 7pm	12 (Wed) 7pm Annual Meeting		15		30		25		13	17 **24		28	18 (Wed) 7pm Annual Meeting
Executive	Thursday 6.30pm		10	1 29		16	14	4 *18	2	6 *20	3	3 31	19 (Tues)	
Overview and Scrutiny Committee	Wednesday 7pm		23	21		1 29	19 (Tues)	*11 (Thurs) 17	15	5 *26	16	16	20	
Scrutiny Sub-Committee	Wednesday 9.30am		16	7	4	22	20	10 24	8	12	9	9	6 27	
Member Briefings (see *** at end)	Wednesday 5.45pm		23	21		1 29	19 (Tues)	17	15	5	16	16	20	
East Kent (Joint Arrangements) Committee	10am	19	9			22			15			16		
East Kent (Joint Scrutiny) Committee	9.30am		30				13			5			6	
Canterbury Area Member Panel	Monday 7pm	24		12		13		15		10		7		
Herne Bay Area Member Panel	Tuesday 6.30pm		8	27		21		16		4		15		
Rural Area (North and South) Member Panels	Monday 7pm **tbc**		7	19		27		8		17		14		
Whitstable Area Member Panels	Monday 6.30pm		14	26		6		1		12 (Wed)		28		
Whitstable Harbour Board	Friday 3pm	28		23		17	7 (Thurs) 7.30pm Public Meeting	19		21		4	29	

Regulatory Committees, Boards and other Panels and Groups	Day and time of meeting	**2010**								**2011**				
		May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Audit Committee	Monday 7pm		21			20		29				21		
Development Control Committee	Tuesday 6.30pm	25	22	20	17	14	12	9	7	11	8	8	5	3
Development Control (Site Visits Panel) (**provisional dates**)	Thursday 8.30am		3	1 29	26	23	21	18	16	20	17	17	14	
General Purposes Committee	Thursday 7pm		28 (Mon)			23			16			24		
Housing Appeals and Benefits Committee	Friday 10am	28	18	9 30	20	10	1 22	12	3	7 28	18	11	1 29	
Licensing Committee	10am		30											
Licensing Sub-Committee **(reserve dates)**	Tues 10am	18, 25	1, 8, 15, 22, 29	6, 13, 20, 27	3, 10, 17, 24 31	7, 14, 21, 28	5, 12, 19, 26	2, 9, 16,23 30	7, 14, 21	4, 11, 18, 25	1, 8, 15, 22	1, 8, 15, 22, 29	5, 12, 19, 26	
Standards Committee	Wednesday 5.30pm	26	30				13					23		
Complaints Review Panels (see **** at end)	Wednesday 4.45pm		16	7 28	18	8 29	20	10	1 20 (Mon)	12	2 23	16	6 27	
Joint Transportation Board	Tuesday 7pm			6		28		23			15			
Staff and Safety Joint Consultative Group (see **** at end)	Monday 2pm		14			13			13			14		

* Budget items only
** Council Meeting on 24 February 2011 - Reserve date for any additional decisions required for the Budget
*** These briefings/ meetings for Members are not open to the public and will be on topics to be advised
**** These meetings are not open to the public.

These meetings will be held at The Guildhall, Westgate, Canterbury **with the exception of meetings** of the Development Control (Site Visits) Panel, the Housing Appeals and Benefits Committee, the Scrutiny Sub Committee, the Complaints Review Panels and the Staff and Safety Joint Consultative Group, which are normally held at the Council Offices, Military Road, Canterbury, and the meetings of the Herne Bay and Whitstable Area Member Panels and the Whitstable Harbour Board and the East Kent (Joint Scrutiny) Committee (see below)

Herne Bay Area Member Panel	- The Salvation Army Hall, 33 Richmond Street, Herne Bay
Whitstable Area Member Panel and the Whitstable Harbour Board	- The Parish Social Centre, 15A Castle Road, Whitstable **except for the meeting on Wednesday 12 January 2011 which will be held at The Castle, Tower Hill, Whitstable**
Whitstable Harbour Board - public meeting - 7 October 2010	- St Alphege CE Infant School (Main Hall), Oxford Street, Whitstable CT5 1DA
East Kent (Joint Scrutiny) Committee	- Venue for meeting on **30 June 2010** - **Council Offices, Dover District Council, White Cliffs Business Park, Dover CT16 3PJ** Venue for other East Kent (Joint Scrutiny) Committee meetings to be decided

Contact Officers in Democratic Services	Telephone
Matthew Archer - Assistant Head of Democratic Services	- 862 175
Graham Finch - Senior Democratic Services Officer (Executive and Council)	- 862 004
Jemma Richards - Democratic Services Officer	- 862 009
Nicola Adams - Democratic Services Officer (from 21 June 2010)	- 862 005
Lyn McDaid (Herne Bay Area Member Panel)	- 862 006

Appendix

Council Representatives on Outside Bodies

Body name	No of Representatives	Term of Office	Nominations
Action for Communities in Rural Kent	2	1 year from 12/05/2010	Cllr McCabe Cllr Staley
Active Life Ltd	2	1 year from 12/05/2010	Cllr Flaherty Cllr A Taylor
Age Concern (Herne Bay)	1	1 year from 12/05/2010	Cllr Reuby
Age Concern (Whitstable)	1	1 year from 12/05/2010	Councillor Seath
Canterbury and Herne Bay Shopmobility	1	1 year from 12/05/2010	Councillor Sonnex
Canterbury and Herne Bay Volunteer Centre	1	1 year from 12/05/2010	Councillor Vickery-Jones
Canterbury Archaeological Trust	4	1 year from 12/05/2010	Councillor Steed Councillor Samper Councillor Doyle Councillor Eden-Green
Canterbury Arts Council	2	1 year from 12/05/2010	Councillor Eden-Green Councillor Cragg
Canterbury Cathedral Archives Advisory Committee	1	1 year from 12/05/2010	Councillor McCabe
Canterbury District Citizens' Advice Bureau	1	1 year from 12/05/2010	Councillor Reuby
Canterbury District Voluntary Action and Support CaDVAS	1	1 year from 12/05/2010	Councillor McCabe

Canterbury in Bloom	1	1 year from 12/05/2010	Councillor Pickersgill
Canterbury Theatre and Festival Trust	3	1 year from 12/05/2010	Councillor Dixey Councillor Linfield Councillor Cragg Councillor Doyle
Canterbury-Reims Twinning Association	1	1 year from 12/05/2010	Referred back to the Working Group
East Kent Relate (Canterbury District)	1	1 year from 12/05/2010	Councillor Bissett
Herne Bay Pier Trust	2	1 year from 12/05/2010	Councillor M Flaherty Councillor Lee
Hersden Neighbourhood Centre	1	1 year from 12/05/2010	Councillor H Taylor
Horsebridge Arts and Community Centre	2	1 year from 12/05/2010	Councillor Wratten Councillor Hando
Littlebourne Barn Committee	1	1 year from 12/05/2010	Councillor Staley
Prince of Wales Youth Club	1	1 year from 12/05/2010	Councillor Ellis
South East Employers	1 (and one sub)	1 year from 12/05/2010	Councillor Flaherty Sub: Councillor Lee
Sturry Road Community Garden Trust	1	1 year from 12/05/2010	Councillor Pickersgill
Thanington Neighbourhood Resource Centre Management Committee	2	1 year from 12/05/2010	Councillor Eden-Green Councillor MacCaul

The Canterbury and District's Mediation Service	1	1 year from 12/05/2010	Councillor Vickery Jones
University of Kent - Court	9	3 years from 31/07/10	Councillor A Perkins Councillor Law Councillor Sharp Councillor Parsons Councillor R Flaherty Councillor Gilbey Councillor Eden-Green Councillor Doyle Councillor Davis
Water Safety Committee	1	1 year from 12/05/2010	Councillor Perkins
Whitstable Castle Trust	2	1 year from 12 May 2010	Councillor Harrison Councillor J Perkins
Whitstable Improvement Trust	1	1 year from 12/05/2010	Councillor Harrison
Whitstable Umbrella Community Support Centre	1	1 year from 12/05/2010	Councillor Seath
Whitstable Volunteer Centre	1	1 year from 12/05/2010	Councillor Seath
World Heritage Site Forum (LAWHF)	1 (and 1 sub)	1 year from 12/05/2010	Councillor McCabe Substitute: Councillor Steed