

MINUTES OF PROCEEDINGS

At the Annual Meeting of the Council for the District of Dover held at the Council Offices, Whitfield on Wednesday, 17 May 2017 at 6.00 pm.

Present:

Chairman: Councillor S S Chandler

Councillors:

J S Back	A Friend	K Mills
S F Bannister	R J Frost	K E Morris
T J Bartlett	B Gardner	A M Napier
P M Beresford	B J Glayzer	M J Ovenden
T A Bond	D Hannent	A S Pollitt
P M Brivio	P J Hawkins	G Rapley
B W Butcher	P G Heath	N A G Richards
P I Carter	J M Heron	M Rose
N J Collor	M J Holloway	D A Sargent
M D Conolly	S J Jones	F J W Scales
M I Cosin	L A Keen	P Walker
G Cowan	N S Kenton	P M Wallace
D G Cronk	P S Le Chevalier	P A Watkins
M R Eddy	S M Le Chevalier	

Officers:

- Chief Executive
- Director of Environment and Corporate Assets
- Director of Finance, Housing and Community
- Director of Governance
- Head of Democratic Services
- Team Leader – Democratic Support

1 ELECTION OF A CHAIRMAN

In the absence of the Chairman at the commencement of the meeting, the Vice-Chairman called for nominations for the position of Chairman of the Council for the ensuing municipal year 2017/18.

It was moved by Councillor M R Eddy and duly seconded, that Councillor D G Cronk be elected Chairman of Dover District Council for the ensuing municipal year 2017/18.

It was moved by Councillor M D Conolly and duly seconded, that Councillor S S Chandler be elected Chairman of Dover District Council for the ensuing municipal year 2017/18.

On being put to the meeting it was:

RESOLVED: That Councillor S S Chandler be elected Chairman of Dover District Council for the ensuing municipal year 2017/18.

(Councillor S S Chandler, who had not been present at the meeting prior to the vote being taken, entered the Council Chamber and, having made her declaration of acceptance of office, took the chair.)

2 APPOINTMENT OF A VICE-CHAIRMAN

The Chairman called for nominations for the position of Vice-Chairman for the ensuing municipal year 2017/18.

It was moved by Councillor M R Eddy and duly seconded, that Councillor M I Cosin be elected Vice-Chairman of Dover District Council for the ensuing municipal year 2017/18.

It was moved by Councillor J S Back and duly seconded, that Councillor D Hannent be elected Vice-Chairman of Dover District Council for the ensuing municipal year 2017/18.

On being put to the meeting it was

RESOLVED: That Councillor D Hannent be appointed Vice-Chairman of the Dover District Council for the ensuing municipal year 2017/18.

(On being elected, Councillor D Hannent made his declaration of acceptance of office.)

3 APOLOGIES

Apologies for absence were received from Councillors N Dixon, S C Manion and D P Murphy.

4 MINUTES

The Minutes of the meetings held on 1 March 2017 and 22 March 2017 were approved as a correct record and signed by the Chairman.

5 DECLARATIONS OF INTEREST

There were no declarations of interest made by Members.

6 ANNOUNCEMENTS

The Chairman of the Council, Councillor S S Chandler, made the following announcement:

- (a) To welcome Councillors A Napier (Maxton, Elms Vale & Priory Ward) and N A G Richards (Buckland Ward) and congratulate them on their election to the Council.

The Leader of the Council, Councillor P A Watkins, made the following announcement:

- (a) To congratulate the newly elected Kent County Council members for the Dover District Divisions and thank those Members who lost their seats at the election for their contribution.

7 APPOINTMENT OF CABINET

The Leader of the Council advised that he had made no changes to the number of members of the Cabinet or to the portfolios.

RESOLVED: That in accordance with the notice provided by the Leader, it be noted that Cabinet would comprise of the following for the ensuing municipal year 2017/18:

1	Leader of the Council	Councillor P A Watkins
2	Deputy Leader of the Council	Councillor M D Conolly
3	Access and Licensing	Councillor N J Collor
4	Environment, Waste and Planning	Councillor N S Kenton
5	Housing, Health and Wellbeing	Councillor P M Beresford
6	Corporate Resources and Performance	Councillor M D Conolly
7	Skills, Training, Tourism, Voluntary Services and Community Safety	Councillor K E Morris
8	Property Management and Public Protection	Councillor T J Bartlett

8 APPOINTMENT OF SHADOW CABINET

Councillor M R Eddy, Leader of the Main Opposition, gave notice of the composition of the Shadow Cabinet for the ensuing municipal year.

RESOLVED: That in accordance with the notice provided by the Leader of the Main Opposition Group, the Shadow Cabinet would comprise of the following for the ensuing municipal year:

1	Leader of the Opposition	Councillor M R Eddy
2	Deputy Leader of the Opposition	Councillor P M Brivio
3	Access and Licensing	Councillor S F Bannister
4	Environment, Waste and Planning	Councillor B Gardner
5	Housing, Health and Wellbeing	Councillor P M Brivio
6	Corporate Resources and Performance	Councillor P M Wallace
7	Skills, Training, Tourism, Voluntary Services and Community Safety	Councillor P Walker
8	Property Management and Public Protection	Councillor S J Jones

9 THE STANDARDS COMMITTEE

The Director of Governance presented the report on the proposal that the Council no longer appointed a separate Standards Committee and that its functions be transferred to the Governance Committee instead.

Members were advised that the report had been considered and endorsed by the Governance Committee at its meeting held on 6 April 2017.

It was moved by Councillor P G Heath, duly seconded and

- RESOLVED:
- (a) That, as from the 2017 Annual Meeting of the Council, the Council no longer appoints a separate Standards Committee.
 - (b) That, with effect from the 2017 Annual Meeting of the Council, the functions of the Standards Committee be transferred to the Governance Committee and the revised functions as described at Appendix 1 be adopted and incorporated into the Council's Constitution.
 - (c) That, with effect from the 2017 Annual Meeting of the Council, the membership of the Governance Committee be increased from 6 to 7 members.
 - (d) That the Director of Governance be authorised to make consequential textual changes to the Council's Constitution to remove references to the Standards Committee and where appropriate replace with reference to the Governance Committee.

10 ESTABLISHMENT AND COMPOSITION OF COMMITTEES

It was moved by Councillor P A Watkins, duly seconded and

- RESOLVED:
- (a) That the Dover Joint Transportation Board and the 2 Overview and Scrutiny Committee be considered as Ordinary Committees for the purposes of calculating the allocation of seats for political groups.
 - (b) That a Licensing Committee be appointed with 15 seats and, whilst noting the duty to ensure political proportionality does not apply to the Licensing Committee, its seats be allocated to reflect the proportionality of the Council.
 - (c) That, having noted the allocation of seats calculated in accordance with the provisions of the Local Government and Housing Act 1989, the Council Committees be constituted as indicated below for the ensuing municipal year and the Boards and Forums be constituted with the membership, Chairman, Vice-Chairman and Spokespersons as shown:

Dover Joint Transportation

Board

J S Back
D G Cronk
A Friend
M J Holloway
M J Ovenden
D A Sargent

East Kent Services Committee

P A Watkins
M D Conolly
N J Collor (Substitute)
K E Morris (Substitute)

Dover Joint Transportation Board (continued)

P Walker

7 Kent County Council Division Members for the Dover District

3 Town Council Representatives (non-voting)

2 Kent Association of Local Councils Representatives (non-voting)

Electoral Matters Committee

P A Watkins Chairman
S S Chandler Vice-Chairman
P M Brivio
M R Eddy
F J W Scales

General Purposes Committee

S M Le Chevalier Chairman
M D Conolly Vice-Chairman
P M Brivio
M R Eddy
D P Murphy

Governance Committee

P G Heath Chairman
D Hannent Vice-Chairman
B W Butcher
P I Carter
M I Cosin
M R Eddy
S J Jones

Joint Health, Safety and Welfare
Consultative Forum

M D Conolly
M I Cosin
P G Heath
S M Le Chevalier
K Mills
5 Staff Representatives

Joint Staff Consultative Forum

M D Conolly
M I Cosin
P G Heath
S M Le Chevalier
K Mills
5 Staff Representatives

Licensing Committee

B W Butcher
S F Bannister
P M Brivio
D G Cronk
B Gardner
B J Glayzer
D Hannent
M J Holloway
P S Le Chevalier
S M Le Chevalier
A M Napier
M J Ovenden
D P Murphy
N A G Richards
M Rose

Planning Committee

F J W Scales Chairman
B W Butcher Vice-Chairman
J S Back
T J Bartlett
T A Bond
D G Cronk
B Gardner Spokesperson
D P Murphy
G Rapley
P M Wallace

Regulatory Committee

B W Butcher Chairman
P S Le Chevalier Vice-Chairman
D P Murphy
B Gardner
S J Jones

<u>Scrutiny (Community & Regeneration) Committee</u>		<u>Scrutiny (Policy & Performance) Committee</u>	
L A Keen	Chairman	K Mills	Chairman
G Cowan	Vice-Chairman	M I Cosin	Vice-Chairman
T A Bond	Spokesperson	T A Bond	
P I Carter		R J Frost	Deputy Spokesperson
N Dixon			
R J Frost		B J Glayzer	
P J Hawkins		J M Heron	
M J Ovenden	Deputy Spokesperson	M J Holloway	
		S C Manion	Spokesperson
G Rapley		M Rose	
N A G Richards		D A Sargent	

(The Licensing Committee, the Joint Health, Safety and Welfare Consultative Forum and the Joint Staff Consultative Forum each appoint its own Chairman and Vice-Chairman. The Vice-Chairman of the Dover Joint Transportation Board is appointed by the Cabinet.)

- (d) That, in accordance with the notice provided by the relevant Group Leaders, it be noted that the following Lead Members and Shadow Lead Members had been appointed for the ensuing municipal year 2017/18:

	<u>Portfolio</u>	<u>Conservative</u>	<u>Labour</u>
1	Leader of the Council	M J Holloway	-
2	Deputy Leader	-	-
3	Access and Licensing	T A Bond	D Cronk
4	Environment, Waste and Planning	R J Frost	N A G Richards
5	Housing, Health and Wellbeing	M Rose	P J Hawkins
6	Corporate Resources and Performance	D P Murphy	G Cowan
7	Skills, Training, Tourism, Voluntary Services and Community Safety	N Dixon	A M Napier
8	Property Management and Public Protection	J S Back	M I Cosin

11 CALENDAR OF ORDINARY MEETINGS 2017/18

The Team Leader – Democratic Support presented the report on the Calendar of Ordinary Meetings 2017/18.

Members were advised that the outgoing Chairman of the Dover Joint Transportation Board had asked that the dates of the meetings for 2017/18 be reviewed as on 3 occasions they were held on the same day as the meetings of the full Council of Kent County Council. The Team Leader – Democratic Support

advised that the matter would be the subject of a further report to a future meeting of Council.

It was moved by Councillor P A Watkins, duly seconded and

RESOLVED: That the Calendar of Ordinary Meetings for 2016/17 as set out in Appendix 1 be approved and adopted.

12 ANNUAL REPORT OF THE STANDARDS COMMITTEE 2016/17

It was moved by Councillor B W Butcher, duly seconded and

RESOLVED: That the Annual Report of the Standards Committee be noted.

13 ANNUAL REPORT OF THE GOVERNANCE COMMITTEE 2016/17

It was moved by Councillor P G Heath, duly seconded and

RESOLVED: That the Annual Report of the Governance Committee be noted.

14 ANNUAL REPORT ON SCRUTINY 2016/17

It was moved by Councillor K Mills, duly seconded and

RESOLVED: That the Annual Report of Overview and Scrutiny be noted.

15 PROPOSAL FOR A REVIEW OF ELECTORAL ARRANGEMENTS BY THE LOCAL GOVERNMENT BOUNDARY COMMISSION FOR ENGLAND

The report of the Chief Executive set out the options and process for requesting a Council Size Review from the Local Government Boundary Commission for England.

Members were advised by the Head of Democratic Services that the Electoral Matters Committee at its meeting held on 16 May 2017 had moved an amendment to the recommendations in the report to change the indicative size figure from '30-35 Councillors' to 'around 35 councillors'.

It was moved by Councillor P A Watkins, duly seconded and

- RESOLVED:
- (a) That the Local Government Boundary Commission for England be requested to proceed with an Electoral Review of Dover District Council in 2017.
 - (b) That an indicative size of council membership of around 35 be adopted for submission to the Local Government Boundary Commission for England.

- (c) That at the same time as conducting an Electoral Review the Local Government Boundary Commission for England be requested to undertake a Principal Area Boundary Review with a view to removing the anomaly of the village of Capel-le-Ferne being divided between the areas of Dover District Council and Shepway District Council. This anomaly would be resolved through reallocating a limited number of properties (around 20) between the Battle of Britain Memorial and The Valiant Sailor public house into the area of Dover District Council and consequential amendments to the County and Parish Boundary.

16 URGENT BUSINESS TIME

There were no items of urgent business.

The meeting ended at 6.28 pm