

## WEST WILTSHIRE DISTRICT COUNCIL

### MINUTES

Minutes of the: **ANNUAL COUNCIL OF WEST WILTSHIRE DISTRICT COUNCIL**

Held on: **WEDNESDAY 16 MAY 2007**

Held at: **COUNCIL OFFICES, BRADLEY ROAD, TROWBRIDGE**

Present: Councillors Alford, Binding, Blakemore, Bolwell, Brown, Bryant, Burden, Carbin, Carr, Clark, Coop, Couchman, Davis, Denison-Pender, Eaton, Ezra, Fortescue, Fuller, Griffiths, Hawker, Hedley, Humphries, James, Jenkins, King, March, Martindale, Mounde, Mudge, Newbury, H Osborn, J Osborn, Parks, Payne, Phillips OBE, Repton, Ridout, Seager, Swabey, Walker, While and Wiltshire

Also present: Tony Frost, Chairman of the Standards Committee

Officers: Chief Executive (AP), Corporate Directors (IG &TD), Head of Legal & Democratic Services (NM), Head of Finance (IJ), Head of Human Resources (SL), Acting Member Support Team Leader (PS) and Democratic Support Officer (KF)

---

#### **Paul Batchelor in the Chair.**

Prior to the commencement of the meeting, Paul Batchelor reflected on his past two years in office as Chair of West Wiltshire District Council.

Cllrs Payne, Carbin and Newbury thanked Mr Batchelor for the exemplary manner in which he had chaired the Council meetings; this was echoed by other Members.

#### **41. Election of Chairman 2007/08**

Nominations were sought for the position of Chairman of Council for 2007/08.

**Cllr Swabey** was proposed by Cllr Payne and seconded by Cllr Phillips OBE

There being no other nominations, a vote was taken and Cllr Swabey was duly elected Chairman of Council.

#### **RESOLVED:**

**That Councillor Julie Swabey be elected Chairman of West Wiltshire District Council for 2007/08.**

Councillor Swabey then signed the statutory Declaration of Acceptance of Office Book.

### **Cllr Julie Swabey in the Chair**

#### **42. Appointment of Vice-Chairman 2007/08**

Nominations were sought for the position of Vice-Chairman of Council for 2007/08.

**Cllr Ridout** was proposed by Cllr Davis and seconded by Cllr While

There being no other nominations, a vote was taken and Cllr Ridout was duly appointed Vice-Chairman of Council.

#### **RESOLVED:**

**That Councillor Pip Ridout be appointed Vice-Chairman of West Wiltshire District Council for 2007/08.**

Councillor Ridout then signed the statutory Declaration of Acceptance of Office Book.

#### **43. Apologies**

Apologies for absence were received from Cllrs Chivers and Conley.

#### **44. Declarations of Interest**

No declarations of interest were made.

#### **45. Minutes**

The minutes of the last meeting held on 11 April 2007 were approved as a correct record and signed by the Chairman.

#### **48. Announcements from the Chairman**

##### Member Training

The Chairman drew members' attention to training events that had been organised in the next few weeks commencing with Licensing Training on 22 May from 10.00am to 4.30pm and a Local Government Reorganisation update on 23 May at 7.30pm to which all Members' were encouraged to attend.

PFI

The Chairman announced that she was pleased to announce a major step forward with the Council's housing private finance initiative (*the PFI scheme*).

She said that this was an ambitious project to provide at least 400 much-needed affordable homes throughout West Wiltshire, and that the Council was already delivering through Housing Corporation grants and the planning system.

In the last few days, the government has approved our shortlist of bidders and given the green light to proceed with the next stage in choosing a partner.

After an intensive pre-qualification process, the PFI Project Board decided to shortlist two housing association-led consortia to develop and price their detailed proposals.

One bidder is made up of Sarsen Housing Association and Somer Community Housing Trust; the other includes West Wiltshire Housing Society and Jephson Homes Housing Association.

All four associations are current development partners of the Council and they have an excellent track record of providing affordable homes locally.

Through competition between these two bidders, there was a real opportunity to provide high quality homes and services for many local people in housing need, as well as offering good value for Council Taxpayers.

The PFI scheme has enjoyed a high level of cross-party support to date and she very much hoped that this would continue with the new Council.

#### **49. Election Results**

Council received the results of the District Council elections held on 3 May. The Chairman congratulated all those elected and paid tribute to past Councillors who had not stood for re-election or who were not successful in being re-elected.

She also thanked the staff and all those who assisted on the election for the excellent way the election was handled.

#### **48. Dates of Meetings**

**RESOLVED:**

**That the dates of meetings as presented for 2007/08 be ratified.**

#### **50. Election of Leader of Council 2007/08**

Cllr Payne was proposed and seconded by Cllrs Phillips OBE and Fortescue respectively.

There being no other nominations, a vote was taken and Cllr Payne was duly elected Leader of the Council.

**RESOLVED:**

**That Cllr Graham Payne be elected Leader of West Wiltshire District Council for 2007/08.**

**51. Membership of Cabinet**

The Leader announced the membership of the Cabinet. The composition of Cabinet was therefore as follows:

Linda Conley	Environment
Andrew Davis	Policy and Communications
Virginia Fortescue	Housing
Chris March	Community
Michael Mounde	Economy
Graham Payne (Leader)	
Tony Phillips OBE (Deputy Leader)	Planning
Roy While	Finance
Richard Wiltshire	Leisure

The Chairman announced that items 11 and 12 on the agenda would be taken together as one item.

**52. Appointment of Committees and Review of Allocation of Seats on Committees**

Council considered a report following the election and the establishment of new committees in accordance with the adopted Constitution.

**RESOLVED:**

**That Council :**

- (a) notes the report presented and the legal requirements,**
- (b) approves the aggregate number of Committee places available to members of the Council as 69,**
- (c) appoints members to the following committees based on the table set out in the report presented,**

**Planning Committee  
Scrutiny Committee  
Audit Committee**

**Staffing and Appointments Committee  
Appeals Panel**

- (d) allocates to Cllr Clark, one place on the Planning Committee, one place on the Appeals Panel and one place on the Standards Committee
- (e) appoints six Members to the Local Joint Consultative Committee,
- (f) appoints Members to the Licensing Committee and to carry one vacancy for the time being,
- (g) appoints four members to the Standards Committee and
- (h) appoints substitute members on a one for one basis to the following Committees

**Planning Committee  
Scrutiny Committee  
Audit Committee  
Staffing and Appointments Committee  
Local Joint Consultative Committee (LJCC)**

**Note: Details of committee membership as approved by Council under the above resolutions are attached at Appendix A.**

**Note: Recorded vote – Cllr Newbury requested that his abstention in the vote on item 11 (b) be recorded.**

**52. Appointment of External Members to the Standards Committee**

The Corporate Director reported that 5 applicants had been interviewed for the positions of external representatives on the Standards Committee.

The Interview Panel had made its recommendations on the appointments.

**RESOLVED:**

**That the following be appointed to the Standards Committee as its external representatives:**

**Brian Epsley  
Tony Frost  
Thomas Robson**

**53. Annual Appointment of Representatives on Outside Bodies**

Council was asked to make annual appointments to outside bodies as shown on the schedules presented. All Members had been canvassed for their preferences and/or willingness to serve, details of which were presented. Council was updated on changes made since the nominations.

**RESOLVED:**

**That appointments to outside bodies for 2007/08 be approved as shown at Appendix B.**

Note: An Appointment to the under mentioned organisation was made following a recorded vote of Members with the results as shown:

**Wiltshire Historic Buildings Trust.**

**For Cllr March (28)**

Cllrs Alford, Binding, Bolwell, Burden, Carr, Clark, Coop, Davis, Denison-Pender, Eaton, Ezra, Fortescue, Fuller, Griffiths, Humphries, Jenkins, March, Mounde, Mudge, J Osborn, Parks, Payne, Phillips OBE, Ridout, Seager, Walker, While, Wiltshire

**For Cllr Newbury (11)**

Cllrs Brown, Bryant, Carbin, Couchman, Hawker, Hedley, James, King, Martindale, H Osborn, Repton

**Abstention (2)**

Cllrs Newbury and Swabey

Cllr March was therefore appointed.

**54. Annual Report of the Scrutiny Committee and Work Plan**

Cllr Phillips OBE presented a report which gave details of the work that the Scrutiny Committee had undertaken over the period May 2006 to April 2007 together with details of the Committee's plans for future agenda items.

**RESOLVED:**

**That Council notes the work undertaken by the Scrutiny Committee during 2006/07 and approves the Committee's annual work programme for 2007/08.**

**55. Annual Report of the Audit Committee and Work Plan**

The Head of Finance presented a report which gave details of the work that the Audit Committee had undertaken over the period May 2006 to April 2007 together with details of the Committee's plans for future agenda items.

**RESOLVED:**

**That Council notes the work undertaken by the Audit Committee during 2006/07 and approves the Committee's annual work programme for 2007/08.**

**56. Questions from Members of the Public**

No questions had been received.

**57. Reports of Committees**

Council was asked to receive and note the minutes of the following meetings. This was also an opportunity for Members to ask questions for information or clarification.

<b>Meeting</b>	<b>Date</b>	<b>Minute No.'s</b>
Audit	19 March	1 – 10
Cabinet	18 April	69 – 88
Licensing	26 April	1 – 3
LJCC	28 March	16 – 18

Cllr Phillips OBE drew Members attention to problems that had been encountered with pay reform.

Melksham Area Seminar	12 April	1 – 12
Planning	19 April	47 – 54
Standards	21 March	17 – 26
	30 April	27 - 29

**RESOLVED:**

**That the minutes of the above meetings be received and noted.**

**58. Notices of Motion**

**(1) Cllrs Chivers & Barker – Recycling**

**That this Council gives urgent consideration to re-instating the thirty mini recycling centres recently removed by this Council. The loss of facilities to recycle, paper, glass and cans locally causes local**

residents to drive to the nearest town which in many cases is harmful to the environment.

**(2) Cllrs Chivers & Barker**

Following on from the success of local farmers markets this Council works with local producers and farmers to try and convince major supermarkets to stock local produce.

In the absence of Cllr Chivers these Notices of Motion were treated as abandoned.

**59. Questions from Members of the Council**

No questions were received

**60. Adoption of a new Code of Conduct**

The Legal and Democratic Services Manager presented the report which had been issued by the Government.

**RESOLVED:**

**That Council**

- **Adopts the new Code of Conduct as set out in the schedule to the Local Authorities (Model Code of Conduct) Order 2007-05-18**
- **Adopts the preamble setting out the general principles**
- **Informs the Standards Board of the adoption of the Code and publishes a notice in a local newspaper**

**61. Treasury Management – Revised Prudential Indicators**

The Head of Finance presented the report which sought Council approval for changes to a number of prudential indicators for 2007/08 to 2009/10.

**RESOLVED:**

**That Council adopts the revised Prudential Indicators for 2007/08 to 2009/10 as contained within appendix A of the report.**

**62. Petition**

A petition about the PFI building planned for the Queensway recreation ground had been received.

**RESOLVED:**

**That the petition be referred to the relevant Portfolio Holders.**

**63. Cabinet Forward Workplan**

The Leader presented the latest Cabinet Forward Work Plan.



**RESOLVED:**

**That the Cabinet Forward Work Plan be received and noted.**

**62. Urgent Departure Decisions – Reporting Back**

No urgent decisions had been made.

Note: on conclusion of this meeting, each of the following committees met to elect their respective Chairman and Vice-Chairman:

Audit Committee  
Licensing Committee  
Planning Committee  
Scrutiny Committee  
Staffing and Appointments Committee

These minutes were prepared by Pam Sidgwick, Acting Member Support Team Leader who can be contacted on telephone no. 01225 776655 ext 322 or email [psidgwick@westwiltshire.gov.uk](mailto:psidgwick@westwiltshire.gov.uk)

(7.00pm – 9.15pm)

**Membership of Committees**  
**May 2007**

**Cabinet**

Leader	Graham Payne
Deputy Leader - Planning	Tony Phillips
Environment	Linda Conley
Policy & Communications	Andrew Davis
Housing	Virginia Fortescue
Community	Chris March
Economy	Michael Mounde
Finance	Roy While
Leisure	Richard Wiltshire

**Shadow Cabinet**

**Scrutiny Committee (17)**

Philip Alford	
Nick Blakemore	
Andrew Bryant	
Veronica Burden	
Geoffrey Carr	
Terry Chivers	
Mark Griffiths	
Russell Hawker	
Graham Hedley	
David Jenkins	
Brian Mudge	(Vice Chairman)
Jeff Osborn	(Chairman)
Bill Parks	
Pip Ridout	
Philip Seager	
Julie Swabey	
Carolyn Walker	

**Substitutes**

David Bolwell
Tom James
Gordon King
Christopher Newbury
Helen Osborn

## **Standards Committee**

Virginia Fortescue  
Christopher March  
Isabel Martindale  
Ernie Clark

Tony Frost	(Independent member)
Bruce Epsley	(Independent member)
Thomas Robson	(independent member)
Vacancy	Parish Council
Peter Leach	Town Council

,

## **Planning Committee (19)**

## **Substitutes**

David Binding	
David Bolwell	
Veronica Burden	
Ernie Clark	(Chairman)
Trevor Carbin	
Georgie Denison-Pender	
Rod Eaton	
Virginia Fortescue	
Peter Fuller	(Vice Chairman)
Tom James	
Gordon King	
Mark Griffiths	
Christopher March	
Isabel Martindale	
Michael Mounde	
Christopher Newbury	
Bill Parks	
Tony Phillips OBE	
Janet Repton	

Nick Blakemore  
Andrew Bryant  
Terry Couchman  
Russell Hawker  
Graham Hedley  
David Jenkins  
Brian Mudge  
Jeff Osborn  
Graham Payne

### **Licensing Committee (15)**

### **Substitute**

Nick Blakemore  
Rosemary Brown  
Trevor Carbin  
Geoffrey Carr  
Derek Coop  
Terry Couchman  
Andrew Davis (Vice Chairman)  
Georgie Denison-Pender  
Mark Griffiths  
Keith Humphries  
Brian Mudge (Chairman)  
Jeff Osborn  
Tony Phillips OBE  
Janet Repton  
Vacancy

Pip Ridout

### **Audit Committee (7)**

David Bolwell  
Terry Chivers  
Rod Eaton (Chairman)  
Sue Ezra  
Peter Fuller  
Keith Humphries  
Helen Osborn (Vice Chairman)

### **Staffing and Appointment Committee (5)**

Rod Eaton  
Tom James  
Tony Phillips OBE (Chairman)  
Janet Repton (Vice Chairman)  
Pip Ridout

**Appeals Panel (21)****Substitutes**

David Bolwell  
Veronica Burden  
Trevor Carbin  
Geoffrey Carr  
Ernie Clark  
Linda Conley  
Peter Fuller  
Mark Griffiths  
Russell Hawker  
Keith Humphries  
Tom James  
Isabel Martindale  
Brian Mudge  
Jeff Osborn  
Bill Parks  
Tony Phillips OBE  
Janet Repton  
Pip Ridout  
Philip Seager  
Carolyn Walker  
Vacancy

**Local Joint Consultative Committee (6)****Substitutes**

Rod Eaton  
Michael Mounde  
Brian Mudge  
Tony Phillips OBE  
Janet Repton  
Pip Ridout

**Bradford on Avon Area Seminar (5)**

David Bolwell  
Rosemary Brown  
Isabel Martindale  
Janet Repton  
Carolyn Walker

### **Melksham Area Seminar (8)**

Philip Alford  
Geoffrey Carr  
Terry Chivers  
Rod Eaton  
Mark Griffiths  
Brian Mudge  
Roy While  
Richard Wiltshire

### **Trowbridge Area Seminar (16)**

David Binding  
Nick Blakemore  
Andrew Bryant  
Trevor Carbin  
Ernie Clark  
Derek Coop  
Terry Couchman  
Virginia Fortescue  
Peter Fuller  
Graham Hedley  
Tom James  
Helen Osborn  
Jeff Osborn  
Graham Payne  
Tony Phillips  
Philip Seager

### **Warminster Area Seminar (9)**

Veronica Burden  
Linda Conley  
Andrew Davis  
Keith Humphries  
Chris March  
Michael Mounde  
Christopher Newbury  
Bill Parks  
Pip Ridout

**Westbury Area Seminar (7)**

Linda Conley  
George Denison-Pender  
Sue Ezra  
Russell Hawker  
David Jenkins  
Gordon King  
Julie Swabey