

**A group photograph is to be taken of all Councillors at 5.30 pm before the meeting in the Auditorium**

**Democratic Services**  
Salisbury District Council  
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## Agenda

**Meeting of** : The Annual Council  
**Meeting held in** : Auditorium, City Hall, Salisbury  
**Date** : Monday 21 May 2007  
**Commencing at** : 6.00 pm

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**PRAYER:** the Reverend Chris Moorsom, Rector to Upper Stour Parish, will open the proceedings with prayer.

**1. Apologies:**

To receive any apologies for absence

**2. Chairman's Report:**

The outgoing Chairman will present her report for her term of office.

**3. Chairman of the Council:**

To elect a Chairman for the ensuing Municipal Year.

Nominations will be taken at the meeting.

The new Chairman to make the Declaration of Acceptance of Office.

**4. Vice-Chairman of the Council:**

To elect a Vice-Chairman for the ensuing Municipal year.

Nominations will be taken at the meeting.

The new Vice-Chairman to make the Declaration of Acceptance of Office.

**5. Declarations of Interest:**

To receive declarations of interest from District Councillors and officers present.

**6. Public Question/Statement Time:**

Fifteen minutes will be set aside to allow members of the public to ask questions/make statements relating to the Council. Questions or Statements are required to be submitted (either by fax or by email) to Stewart Agland, Head of Democratic Services by 12 noon on the working day prior to the meeting and anyone wishing to ask a question is advised to contact Stewart who will provide advice, a question submission proforma and a leaflet explaining how 'Public Question Time' works, if required.



Please note that this agenda item does not allow Members of this Authority to ask questions or make statements. The opportunity for Members to ask questions on matters not on the agenda is available under agenda item 24 below, subject to providing 7 days written notice. Questions on matters before the Council require no notice, and should be asked when the item is being considered.

7. **To Receive Minutes of Last Meeting:**  
To approve the Minutes of the Ordinary meeting held on Monday 26 March 2007. (attached for the convenience of new Members).
8. **Chairman's Announcements:**
9. **District Council Elections – 3 May 2007:**  
To receive the attached Returning Officer's report as to the persons elected as District Councillors for the Salisbury District.
10. **Establishment, Size, Composition and Terms of Reference of the Bodies forming the political management structure (proposals are attached):**  
The Council is required to determine the above issues. As these matters (except political balance arrangements) have already been determined through adoption of the Constitution, they are effectively matters for ratification.
11. **Political Balance/Group Membership on Committees etc:**  
The political balance Rules only apply in respect of the Planning/ Regulatory Panel and the Overview and Scrutiny Co-ordinating Committee. The allocation of seats on each of these bodies is based upon the Group strengths upon the Council as a whole. A report from the Head of Democratic Services is attached.
12. **Leader of the Cabinet/Council:**  
To elect the Leader of the Cabinet and Council for the 2007/08 Municipal Year
13. **Deputy Leader of the Cabinet/Council:**  
To elect a Deputy Leader of the Cabinet and Council for the 2007/08 Municipal Year – the person must be drawn from the Administration.
14. **Cabinet Members:**  
To elect the eight other Members of the Cabinet on an individual named basis (Members must be drawn from the Administration) – The Leader shall determine which Members of the Cabinet will be the four portfolio holders (limited to spokesperson roles unless or until the Council later determines otherwise).
15. **Membership of Overview and Scrutiny Panels:**  
To appoint Non – Cabinet Members to the four Overview and Scrutiny Panels. As these Panels are not politically balanced, appointments will be on an individual named basis rather than through Group allocation. As the 45 Non Cabinet Members will not formally be established until this meeting, only limited preparations have been possible.

It is anticipated however that the Group Leaders will get together in advance of the meeting to agree (where possible) the allocation of seats between them and to then inform the Head of Democratic Services who will produce a schedule of nominations for circulation at the meeting. If agreement cannot be reached and there is an over subscription on a panel(s) (more than 14) the matter will have to be decided by majority vote at Full Council - this will however be very time-consuming as theoretically nominations for 45 positions may have to be voted on separately with those receiving the least votes being eliminated. In the event of their being an under subscription for a particular panel, the Council can either decide to operate the Panel with fewer members (but not less than 10 bearing in mind the quorum is 5) or members can be invited to sit on more than one Panel.

**16. Membership of the Standards Committee:**

To appoint the two District Councillors and their named deputies on the Standards Committee. Only one Member of the Cabinet may be a member of this Committee, (so long as they are not the Leader of the Cabinet)

**17. Establishment of the Salisbury District Transportation Joint Committee:**

To consider the following proposals -

- (a) That subject to Wiltshire County Council doing the same, the re-establishment of a Salisbury District Transportation Joint Committee consisting of 12 members with the Terms of Reference as shown in the attached report be approved.
- (b) That the political proportionality provisions under the Local Government and Housing Act 1989 in respect of the Joint Committee be set aside and each Council appoint six members not necessarily with political balance.
- (c) That the District Council's composition be determined (previously it was – 2 Conservatives, 1 Liberal Democrat, 2 Labour and 1 Independent).
- (d) That three members drawn from the Administration and Deputies be appointed to serve on the Joint Committee (including the Portfolio Holder for Environment and Transport) - Leader to propose the three Members and their named deputies:-
- (e) Further to (d) above, the remaining non cabinet Members (and named deputies) be appointed in accordance with the agreed allocation (nominations required from the relevant Group Leaders following consultation between them)

**18. Membership of the New Forest National Park Authority:**

The Council is requested to appoint one District Councillor to represent Salisbury District Council as a member of the New Forest National Park Authority.

For information, as part of the designation of the National Park, the membership of the Authority is comprised of

- ✓ 12 local authority members
- ✓ 10 Secretary of State appointees
- ✓ 4 Parish members

Of the 12 local authority members, Salisbury District has been allocated one of the places. This place was previously held by Councillor Leo Randall, as recommended by the Southern Area Committee, due to the fact that the Salisbury District part of the New Forest National Park falls within the Southern Area.

The councillor nominated to this position will hold it until the next local election or such time as they are no longer in office.

**Recommended:** that

- (1) the Council elect a member to represent Salisbury District Council on the New Forest National Park Authority, and that this member be a ward member of the southern area of the district, with the decision being subject to ratification by the Southern Area Committee.
- (2) in future this election be within the gift of the Southern Area Committee.

**19. Notice of Motion 141 : Office Project:**

To consider the following Notice of Motion 141 proposed by Councillor Sample and seconded by Councillor Fear.

"that the Council calls for a detailed report from officers on the steps needed to cancel the construction of new offices at Bourne Hill, and the consequences of doing so. This report is to be submitted to a special meeting of the Cabinet on 31 May 2007. In the interim, that no work is undertaken on the construction phase."

**20. Questions on Cabinet Decisions taken since the last Council Meeting:**

To ask questions without notice about Cabinet decisions which have been made as set out below: It is recognised that changes in Cabinet Membership may well have taken place since these decisions were taken.

- (1) 960 – 964 (28 03 07) Procedural Matters
- (2) 965 (28 03 07) Land at Downton Road – Proposed Swap of Community Land
- (3) 966 (28 03 07) Concept Statement Highbury and Fisherton Manor School Sites:
- (4) 967 (28 03 07) Local Housing Needs and Market Study 2006
- (5) 968 (28 03 07) Proposed Introduction of a Void Letting Standard and End of Tenancy Incentive Scheme
- (6) 969 (28 03 07) Salisbury Vision – Proposed Redevelopment of the Maltings and Central Car Park
- (7) 970 (28 03 07) Recruitment of Head of the Salisbury Vision Project
- (8) 971 (28 03 07) Interim Planned Maintenance Programme
- (9) 972 (28 03 07) Bemerton Heath Neighbourhood Centre Big Lottery Fund Application
- (10) 973 (28 03 07) Land Disposal at Chatham Close Salisbury for Affordable Housing
- (11) 974 (28 03 07) Business Rate Write-Offs
- (12) 975 (28 03 07) Environment and Transport Overview and Scrutiny Panel Concessionary Fares
- (13) 976 (28 03 07) Matter of Urgency – Recommendation from City Area (Com) Committee

**21. Project and Policy Progress Reports:**

To receive any progress reports from the Cabinet (including the portfolio holders) not covered under item 20. The Council may question (without notice) the relevant Cabinet Member on the information given.

**22. Reports of Other Committees/Panels on which questions may be asked without notice:**

1. City Area (Plan) 472 – 480 (08 03 07)
2. City Area (Plan) 481 – 489 (05 04 07)
3. City Area (Com) 258 – 266 (20 03 07)
4. Northern Area 675 – 686 (01 03 07)
5. Northern Area 687 – 699 (29 03 07)
6. Western Area 715 – 725 (22 03 07)
7. Western Area 726 – 735 (19 04 07)
8. Southern Area 671 – 677 (15 03 07)
9. Southern Area 678 – 686 (12 04 07)
10. Community and Housing OSP 235 – 242 (14 03 07)
11. Planning & Economic Development OSP 248 – 258 (19 03 07)

- 12.Planning and Regulatory Panel – 194 -199 (17 04 07)
- 13.Standards Committee 230 – 242 (19 02 07)
- 14.Western Area Licensing Sub-Committee 036 – 040 (13 03 07)
- 15.Western Area Licensing Sub-Committee 041 – 045 (26 04 07)

**23. Call in Matters:**

To consider any decisions taken by the Cabinet which have been called in by the relevant overview and scrutiny panel in the belief that it is contrary to the policy framework.

*[There are none for this meeting]*

**24. Questions to the Council Chairman, Cabinet Member, Chairman of any Committee - on any matters not on the agenda in relation to which the Council has powers or duties or which affects the District** (subject to 7 working days written notice) – no notice required for supplementary questions so long as they arise directly out of the original question or reply.

**25. Exempt Information:**

In view of the confidential or sensitive nature of the matters to be considered, the Council will consider excluding the press and public from the meeting during consideration of agenda item 26 on the ground that it may involve the likely disclosure of 'exempt information' as defined in Part 1 of Schedule 12A inserted into the Local Government Act 1972 by the Local Government (Access to Information) Act 1985 and that the public interest against disclosing the information outweighs the public interest in favour of disclosure as explained below:

<b>Committee</b>	<b>Minute No(s)</b>	<b>Paragraph(s)</b>
Cabinet	978	7
Southern Area	687	1 & 5

**David Crook**  
Acting Chief Executive  
11 May 2007