

**ANNUAL COUNCIL**  
**18<sup>TH</sup> MAY 2011**

**PRESENT:** Crs Tee (Mayor), Mrs Holmes (Deputy Mayor), Aspinell, Baker, Braid, Mrs Brehaut, Carter, Mrs Coe, Clarke, Mrs Cornell, Mrs Davies, Ms L Golding, M Golding, Mrs Henwood, Hirst, Mrs Holmes, Mrs Hones, Hossack, Keeble, Kendall, Lee, Le-Surf, Miss Lewis, Lloyd, McCheyne, Mrs McGinley, Mrs McKinlay, MacLellan, Mynott, Dr Naylor, Parker, Mrs Pound, Quirk, Reed, Russell, Sapwell and Sparling

**APOLOGIES:** Apologies were received from the Borough's Hon. Freeman, Sir Trevor Brooking and the Rt. Hon. Eric Pickles MP.

All present stood for a minute's silence in tribute to Paul Scanlan, a highly respected Council officer who had died suddenly in April. Condolences were sent to Paul's family.

1. **MAYOR'S ANNOUNCEMENTS AND PRESENTATIONS:** The Mayor welcomed to the Chamber three newly elected Members - Cr James Sapwell, Cr Will Russell and Cr Ann Naylor – and welcomed back to the Chamber Cr Russell Quirk. He also congratulated those Members, cross party, who had been re-elected.

He had undertaken approximately 100 engagements since the 16.3.11 Ordinary Council meeting and shared the highlights with Members. The Mayor:

- Had welcomed Bishop Stephen of Chelmsford to visit in the Mayor's Parlour.
- Had attended the 999 Service of Thanksgiving for the emergency services.
- Had taken afternoon tea with Lord Petre at Ingatestone Hall.
- Had visited Brentwood Theatre on three occasions.
- Had visited schools in the Borough, including Sayers Hall College, St Martins, the Ursuline, Brentwood School, Brentwood County High, Hogarth and Woodlands.
- Had attended an awards evening for the Royal British Legion Youth Marching Band.
- On 8.5.11 had attended the re-dedication ceremony of the Brentwood War Memorial following a high quality refurbishment.
- Had attended many parties held in celebration of the marriage of the Duke and Duchess of Cambridge and had received a letter written on behalf of the Queen thanking him for the good wishes he had sent on behalf of the residents of Brentwood on the occasion of her grandson's wedding.
- On 17.5.11 had attended Hogarth School for breakfast with pupils, parents and teachers to raise funds for the charity Rays of Sunshine. He met again Kayleigh

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Taylor, who had won a Pride of Brentwood Award for bravery earlier in the year having endured lengthy medical treatment.

The Mayor was delighted to announce that a splendid total of £25, 200 had been raised during the year for his chosen charities and representatives from SNAP (Special Needs and Parents), Brentwood and District Talking Newspaper and Hopefield Animal Sanctuary were each presented with a cheque.

2. **ELECTION OF MAYOR:** Proposed by Cr Mrs McKinlay and seconded by Cr Lee that Cr Mrs Holmes be elected Mayor of the Borough for the year 2011/2012.

RESOLVED that Cr Mrs Holmes be elected Mayor of the Borough for the year 2011/2012 until her successor became entitled to act as Mayor.

Cr Mrs Holmes made the statutory Declaration of Acceptance of Office. (The meeting was adjourned whilst Cr Mrs Holmes and Cr Tee left the Chamber to enable the new Mayor to be robed.)

Cr Mrs Holmes thanked the Council for her appointment and announced that her chosen charities for the year were to be St Francis Hospice, Recoil Twisters Trampoline Club, and a third 'People's Charity' to be decided by residents of the Borough voting in a competition held in conjunction with the Brentwood Gazette and Phoenix Radio. She would announce the result at the 5<sup>th</sup> July 2011 Ordinary Council meeting.

Arising therefrom it was proposed by Cr Mrs McKinlay and seconded by Cr Lloyd that the Council thank Cr Tee, the retiring Mayor, for his work during his term of office.

RESOLVED to thank Cr Tee, the retiring Mayor, for his work during his term of office.

The Mayor presented Cr Tee with a badge to commemorate his year of office.

At the request of the Mayor, and on behalf of the officers of the Council, the CE presented gifts to the retiring Mayor, Cr Tee.

Cr Tee thanked the Council and expressed his personal thanks and appreciation for all the help and support from his family, especially his wife, Pam who had been the Mayoress, fellow councillors and members of the community who had assisted him and supported his chosen charities during his year of office. Cr Tee thanked officers and in particular the Mayor's Assistant, Claire Hayden, the Chief Executive, Joanna Killian and also Cr Mrs McKinlay for all their support.

3. **APPOINTMENT OF DEPUTY MAYOR:** Proposed by Cr Mrs McKinlay and seconded by Cr Tee that Cr Mrs Coe be appointed Deputy Mayor of the Borough for the year 2011/2012.

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RESOLVED that Cr Mrs Coe be appointed Deputy Mayor of the Borough for the year 2011/2012 until her successor was entitled to act as Deputy Mayor.

Cr Mrs Coe made the statutory Declaration of Acceptance of Office and thanked the Council for her appointment.

4. **BRENTWOOD BOROUGH COUNCIL ELECTIONS 5.5.11:** The Council noted the summary of election results appended to these Minutes.

\*[HoG-Keane]\*

5. **POLITICAL GROUPS ON THE COUNCIL:** The following Notices under the Local Government and Housing Act 1989 (Local Government (Committees and Political Groups) Regulations 1990 had been received:

Notice of Wish to Join a Political Group and request for review of arrangements.

<u>Name of Member</u>	<u>Political Group</u>
A Naylor	Conservative Group
R Quirk	Conservative Group
W Russell	Conservative Group
J Sapwell	Liberal Democrats

RESOLVED to note the notices.

\*[HoG-Keane]\*

6. **LEADER OF THE COUNCIL:** RESOLVED that the Leader of the largest political group on the Council, Cr Mrs McKinlay, be designated 'Leader of the Council'.

Arising therefrom it was FURTHER RESOLVED that Cr Hirst be designated as 'Deputy Leader of the Council'.

\*[HoG-Keane]\*

7. **APPOINTMENT OF POLICY, PERFORMANCE AND RESOURCES BOARD, ENVIRONMENT, HEALTH AND HOUSING BOARD, EXECUTIVE PANELS AND COMMITTEES:** The Council was invited to review and determine the allocation of seats in accordance with the duty placed on the Council by Section 15 of the Local Government and Housing Act 1989, to determine the number of voting Members on each Committee, to appoint Committees and allocate seats on the Committees in accordance with the wishes of the political groups on the Council. The reference to 'Committees' applied to the Policy, Performance and Resources Board, Environment, Health and Housing Board and Executive Panels under the Council's political management arrangements.

A political balance proposal for the allocation of seats to the political groups was attached to the report before the Council together with details of the nominations from the political groups to the seats allocated to the political groups on the Policy,

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Performance and Resources Board, Environment, Health and Housing Board, Executive Panels and Committees. A list of amendments to the original proposed nominations had been tabled. The report set out the calculation of the total entitlement of seats for each political group on the Policy, Performance and Resources Board, Environment, Health and Housing Board, Executive Panels and Committees.

In addition, the Council considered the Terms of Reference relating to the Policy, Performance and Resources Board, Environment, Health and Housing Board, Highways and Localism Panel, Planning Development Control and Licensing Committee and Business, Community and Culture Panel.

(Members noted that the Staff Appointments and Staff Appeals Committee would be appointed if required and the Standards Committee was not subject to the political balance requirements. Members were reminded that the Planning Development Control and Licensing Committee was adjusted to meet the requirements of the Licensing Act 2003 to provide a pool of Members any three of which sitting together could form a Sub-Committee).

**RESOLVED:**

1. To adopt the political balance proposal before the Council (appended) and to approve the Terms of Reference for the Council's Boards, Panels and Committee.
2. To appoint the Policy, Performance and Resources Board, Environment, Health and Housing Board, Executive Panels and Committees and that the number of voting Members having taken into account the political balance of the Council together with the wishes of the political Groups as to who was to be appointed to the seats in accordance with Section 15 of the Local Government and Housing Act 1989 and regulations made thereunder shall be as follows:-

**Policy, Performance and Resources Board**

(Membership 11 – (Con 9, Lib Dem 2)

Conservative:

Cr. Mrs McKinlay, Cr Hirst, Cr Mrs McGinley, Cr McCheyne, Cr Reed, Cr Ms Golding, Cr Ms Lewis, Cr Lloyd and Cr Sleep

Substitute Members: Cr Mrs Hones and Cr. Mrs Pound

Liberal Democrat:

Cr Kendall and Cr Mrs Davies

Substitute Member Cr Carter

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**Environment, Health and Housing Board**

Membership 11 (Con 9, Lib Dem 2)

Conservative:

Cr Hirst, Cr MacLellan, Cr Ms Lewis, Cr Mrs Pound, Cr Parker, Cr Sparling, Cr Mrs Hones, Cr Dr Naylor, Cr Braid

Substitute Members: Cr. Lloyd and Cr Russell

Liberal Democrat:

Cr Mrs Davies and Cr Sapwell

Substitute Member: Cr. Carter

**Planning Development Control and Licensing Committee**

Membership 15 (Con 11, Lib Dem 2, Lab 1, Ind 1)

Conservative:

Cr. Cr Mrs McGinley, Cr Baker, Cr McCheyne, Cr Russell, Cr Mrs Brehaut, Cr Ms Golding, Cr Tee, Cr Mrs Coe, Cr Mrs Henwood, Cr Mrs Hones and Cr Mrs Pound

Substitute Members: Cr Braid, Cr. Golding and Cr. Parker

Liberal Democrat:

Cr Carter and Cr Mrs Davies

Substitute: Cr Clarke

Labour:

Cr. Le-Surf

Independent

Cr Keeble

NB Any three Members sitting together shall constitute a Sub-Committee

**Highways and Localism Panel**

Membership 11 (Con 8, Lib Dem 2, Ind 1)

Conservative:

Cr Baker, Cr Mrs Cornell, Cr Quirk, Cr Ms Golding, Cr MacLellan, Cr Parker, Cr Sleep, Cr Braid

Substitute Members: Cr. Sparling and Cr Dr Naylor

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Lib Dem:

Cr. Clarke and Cr. Kendall

Substitute Member: Cr. Mynott

Independent

Cr. Keeble

**Audit Committee**

Membership 5 (Con 3, Lib Dem 2)

Conservative:

Cr. Hossack, Cr. Lee and Cr. Golding

Lib Dem:

Cr. Kendall

Cr. Mynott

**Overview and Scrutiny Committee**

Membership 11 (Con 7, Lib Dem 3, Lab 1)

Conservative:

Cr. Hossack, Cr. Mrs Holmes, Cr. Lee, Cr. Mrs Brehaut, Cr. Golding, Cr. Mrs Coe and Cr. Mrs Henwood

Liberal Democrat:

Cr. B. Aspinell, Cr. Mynott and Cr. Sapwell

Labour:

Cr. Le-Surf

**Joint Committee for Country Parks and Countryside Estate**

Membership 2 (Con 2)

1. Cr. Hirst
2. Cr. Mrs Pound

Substitute Members: Cr. Miss Lewis and Cr. Lloyd

**Business, Community and Culture Panel**

Membership 11 (Con 9, Lib Dem 2)

Conservative:

Cr. Mrs McGinley, Cr. Russell, Cr. Mrs Cornell, Cr. Reed, Cr. Quirk, Cr. Tee, Cr. Lloyd, Cr. Sparling, Cr. Dr. Naylor

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Substitute Members: Cr Braid and Cr MacLellan

Liberal Democrat:

Cr. Clarke and Cr. Kendall

Substitute Member: Cr. Mynott

**Standards Committee**

Membership 12 (3 Independent Members, 3 Parish Council Representatives, Borough Councillors - 3 Con, 2 Lib Dem, 1 Lab)

Independent Members: Mr R Horton, Mr P Clements, Mr C Van-Holby

Parish Council Representatives: Mr P Baggott, Mrs S Murphy, Mr C Price

Borough Council Members:

Conservative (3) TBC

Liberal Democrat (2) Cr. B Aspinell and Cr Mynott

Labour (1) Cr. Le-Surf

Note: Staff Appeals/Appointments Committees are appointed as required.

\*[HoG-Keane]\*

**9. APPOINTMENT OF STANDING GROUPS, BOARDS: RESOLVED to adopt the following proposals in relation to the appointment of Standing Groups:**

(i) STAFF LOCAL AGREEMENT CONSULTATION FORUM

Employer's Side (The Council)

Leader of the Council:

Cr. Mrs McKinlay

Deputy Leader of the Council:

Cr. Hirst

Majority Group Nominee:

Cr Mrs McKinlay

Leader of Main Opposition Group:

Cr. Kendall

(ii) PUBLIC INFORMATION PANEL

Membership 3 (Con 2, Lib Dem 1)

Conservative

Cr. Mrs McKinlay

Cr Hirst

Reserve: TBC

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Liberal Democrat

Cr. Aspinell  
Reserve: Cr. Kendall

(iii) **INDEPENDENT REMUNERATION PANEL**

Mr N Abbott  
Mr M Hawkins  
Mr N Otley  
\*[HoG-Keane]\*

10. **APPOINTMENT OF CHAIRMAN AND VICE-CHAIRMAN OF POLICY, PERFORMANCE AND RESOURCES BOARD, ENVIRONMENT, HEALTH AND HOUSING BOARD, EXECUTIVE PANELS AND COMMITTEES:** RESOLVED UNANIMOUSLY to adopt the following in relation to the appointment of the Chairman and Vice-Chairman of Policy, Performance and Resources Board, Environment, health and Housing Board, Executive Panels, Committees and Standing Groups etc.

(i) **POLICY, PERFORMANCE AND RESOURCES BOARD**

Chairman : Cr Mrs McKinlay  
Vice-Chairman : Cr Ms Golding

**OVERVIEW AND SCRUTINY COMMITTEE**

Chairman Cr Le-Surf  
Vice-Chairman Cr Lee

**JOINT COMMITTEE FOR COUNTRY PARKS AND COUNTRYSIDE ESTATE**

Chairman: To be decided by Joint Committee members  
Vice-Chairman: To be decided by Joint Committee members

**ENVIRONMENT, HEALTH AND HOUSING BOARD**

Chairman : Cr Hirst  
Vice-Chairman : Cr Mrs Pound

**PLANNING DEVELOPMENT CONTROL AND LICENSING COMMITTEE**

Chairman : Cr McCheyne  
Vice-Chairman : Cr Mrs Hones

**AUDIT COMMITTEE**

Chairman : Cr Hossack  
Vice-Chairman : Cr Golding



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**HIGHWAYS AND LOCALISM PANEL**

Chairman : Cr Sleep  
Vice-Chairman : Cr Mrs Cornell

**BUSINESS, COMMUNITY AND CULTURE PANEL**

Chairman : Cr Reed  
Vice-Chairman : Cr Mrs McGinley

(ii) **STANDING GROUPS AND BOARDS**

Staff Local Agreement Consultation Forum

Chairman : Leader of the Council

Public Information Panel

Chairman : Cr Mrs McKinlay

Business Engagement Champion : Cr Reed

Economic Development and Sustainability  
Champion : Cr Reed

Enforcement Champion : Cr McCheyne

Equality and Diversity Champion : Cr Mrs Hones

Natural Resource (Climate Change)  
Champion : Cr Hirst

Safeguarding Champion : Cr Mrs McKinlay

Tourism and Heritage Champion : Cr Reed

Community Safety Partnership Chairman : Cr Lee

\*[HoG-Keane]\*

11. **MEMBERS' ALLOWANCES 2011/2012:** Members were reminded of the resolution made at the 15.2.11 Special Policy, Performance and Resources Board regarding Members' Allowances for 2011/12 that, in view of the necessity for savings to be made by the Council, Members' Allowances for 2011/12 would be paid as follows:

Basic Allowance £5,950.80 (Paid to all Members and including travel and subsistence)

Special Responsibility Allowance (SRA):

Chairmen of Policy, Performance and Resources Board, Environment, Health and Housing Board, the two Executive Panels and Planning Development Control and Licensing Committee: £5,266.09

Chairman of Overview and Scrutiny Committee and Audit Committee: £2,707.50

Vice-chairmen of all Panels/Committees: £957.57

Leader of the Council: £13,086.25

Deputy Leader of the Council: £6,317.50

Leader of the majority opposition group: £5,266.09

Leader of the minority opposition group: £2,632.59

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The Independent Remuneration Panel had been advised of and had approved the proposed reductions in Members' Allowances for 2011/12.

For 2011 / 12, the decision had been taken to continue with the amalgamation of Panels in order to keep SRAs to a minimum. Furthermore, the decision by the Leader and Deputy Leader to take on the additional roles of chairing panels had resulted in further savings as only one SRA could be awarded in addition to the basic allowance.

RESOLVED that the Council note the revised Members Allowances for 2011/12.

\*[HoG-Keane-DoF-Madden/Storey]\*

12. **MEMBERS' CHARTER:** The East of England Charter for Elected Member Development had been created in partnership with Local Government Improvement and Development to provide a framework to produce elected Members who were well placed to deliver the Council's objectives and improve services to the community and who understood residents' changing needs and priorities.

Following two information sessions on the Members' Charter which took place as part of the Autumn 2010 Members' Training programme, the majority of Members, cross party, who attended those sessions were keen to commit to achieving Charter Status and were supported in that view by the Leader of the Council and the Chief Executive.

At the Annual Council meeting, the Leader of the Council, Leader of the Opposition and the Chief Executive signed a pledge to adopt good practice in member development and commit to Brentwood Borough Council attaining achieve Charter Status.

Members were advised that an initial session would be set up for all Members to attend to ensure that all were au fait with current legislation and Council policies and strategies and for Members' training requirements to be identified and addressed.

RESOLVED that Members note the report and commit to working towards attaining Charter status.

\*[HoG-Keane]\*

13. **MEMORIALS OR PETITIONS:** In accordance with Standing Order 18 the following Petitions were presented:

Cr Mrs Davies presented a Petition in relation to road safety in Ashwells Road, Pilgrims Hatch.

Since the matter fell within the remit of the Highways Panel it was RESOLVED to refer the Petition accordingly.

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Cr Le-Surf presented a petition in relation to protecting and restoring local services and a second petition requesting that the Council's decision to sell the Town Hall be reversed.

Since both matters fell within the remit of the Policy, Performance and Resources Board, it was RESOLVED to refer the Petitions accordingly.

\*[HoG-Keane]\*

14. **QUESTIONS:** There were none.

15. **DAY AND HOUR OF MEETING:** RESOLVED to approve and adopt the Calendar of Meetings which had been circulated prior to the meeting subject to three amendments put before Members. The agreed calendar was appended to these minutes.

\*[HoG-Keane]\*

16. **APPOINTMENT OF REPRESENTATIVES ON OUTSIDE ORGANISATIONS:** RESOLVED to appoint the following persons as the Council's representatives on the organisations set out below for 2001/12:

	<b>Names of Representative(s) who should be Members of the Council</b>
Active Brentwood/Community Sports Network	Cr Lloyd
Basildon & Thurrock Hospitals Trust	Cr MacLellan
Brentwood Access Group	Cr Mrs Pound
Brentwood and District Age Concern	Cr Mrs Henwood & Cllr Kendall
Brentwood Arts Council	Cr Mrs Brehaut
Brentwood First	Crs Mrs McKinlay and Reed
Brentwood Football Club Management Committee	Crs Aspinell, Parker & Russell
Brentwood/Landkreis Roth Town Twinning Association	Crs Mrs. Henwood, Mrs Hones & Keeble (Mayor & Deputy Mayor are President & Deputy President)
Brentwood Leisure Trust	Cr Hirst & Cllr Reed
Brentwood/Montbazon Town Twinning Association	Crs Ms L.Golding, Le-Surf, Tee & (Mayor & Deputy Mayor are President and Deputy President)
Brentwood MIND	Cr Carter
Brentwood Rugby Club Pavilion Management Committee	Crs MacLellan, Lloyd & Sleep
Brentwood Town Centre Renaissance Group	Crs Hirst, Le-Surf, Mrs McKinlay and Reed
Brentwood Theatre Trust	Cr Mrs Brehaut & Baker
Brentwood Youth Arts Partnership	Cr Mrs McGinley
Citizens Advice Bureau	Cr Mrs Henwood & Mrs Hones
Community Transport Partnership	Crs Mrs Henwood & Lloyd

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Council for Voluntary Service East & West Horndon Village Hall Committee	Mayor & Cr Mrs Brehaut
Essex Parking Partnership Representative	Cr Mrs Golding & MacLellan
Friends of Country Parks IAA Member Working Group (Formerly Essex Waste Management Joint Committee)	Cr Sleep Sub: Mrs Cornell Crs Hirst & Hossack (Subs Crs Lloyd and MrsPound)
Ingatstone & Fryerning Community Club	Cr Hirst (Sub Cr Mrs Pound)
Museums in Essex Committee	Cr Mrs Hones
Police Community Consultative Committee SNAP	Cr Reed
Three Arch Bridge Community Hall	Cr Mrs Golding Cr Tee Crs Golding & Miss Lewis

**Representatives who need not be Members  
of the Council**

Conservators of Shenfield Common	Crs Lee, Lloyd & Sleep
Council for the Protection of Rural England	Cr Mrs Holmes & MacLellan
Hartwood Golf Club	Cr Mrs Holmes & MacLellan
Headley Common Trustees	Cr Lloyd & Cr Tee
Howard Memorial Trust	Cr Mrs Golding
Hutton Charities	Cr Braid & Cr Mrs Cornell
South Weald Parish Hall	Cr Mrs Coe & Cr Mrs Holmes

**17. NOTICES OF MOTION:** Cr Le-Surf had given notice of the following:

*"Brentwood Borough Council is committed to protecting its green spaces for the benefit of the residents of the borough. In an effort to maintain the green spaces on the Three Arch Estate in this way, the council will engage with residents to develop a local policy of community usage, maintenance, and general upkeep."*

The motion was MOVED and SECONDED and referred to the Policy, Performance and Resources Board.

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BOROUGH COUNCIL ELECTION**

**Date: 5th May 2011**

<b>Borough Ward</b>	<b>Candidates</b>	<b>Description</b>	<b>Votes cast</b>
<b>Brentwood North</b> Electorate 4650 Seats 1 Ballot Papers 2022 % Poll 43.5	BEEKOO, Mamtaz GULLEFORD, Kenneth Arnold SAPWELL, James William Anthony TUMBRIDGE, James Richard	The Labour Party Candidate UK Independence Party Liberal Democrat The Conservative Party Candidate	281 151 859 Elected 719
<b>Brentwood South</b> Electorate 4299 Seats 1 Ballot Papers 1910 % Poll 44.4	BISHOP, David John ELLIS, Trevor Keith LE-SURF, Michael	The Conservative Party Candidate Liberal Democrat The Labour Party Candidate	726 306 850 Elected
<b>Brentwood West</b> Electorate 5044 Seats 1 Ballot Papers 2135 % Poll 42.3	CHILVERS, Karen Louise MORRISSEY, Juliette RUSSELL, William Joseph	Liberal Democrat The Labour Party Candidate The Conservative Party Candidate	948 221 958 Elected
<b>Brizes &amp; Doddinghurst</b> Electorate 4698 Seats 1 Ballot Papers 2075 % Poll 44.1	CUTBUSH, Nina Rose MAGUIRE, Yvonne Jeanette NAYLOR, Ann Frances WATERHOUSE, Yvonne	Liberal Democrat UK Independence Party The Conservative Party Candidate The Labour Party Candidate	338 308 1213 Elected 206
<b>Herongate, Ingrave &amp; West Horndon</b> Electorate 2967 Seats 1 Ballot Papers 1362 % Poll 45.9	BARRETT, Gareth Paul GULLEFORD, James Stuart MACLELLAN, Gordon Edward PRICE, Linda Doreen	The Labour Party Candidate UK Independence Party The Conservative Party Candidate Liberal Democrat	167 177 862 Elected 142
<b>Hutton East</b> Electorate 2858 Seats 1 Ballot Papers 1223 % Poll 42.8	GULLEFORD, Stuart Anthony HOSSACK, Christopher Roy PICKARD, John SPENCER, June Dorothy	UK Independence Party The Conservative Party Candidate The Labour Party Candidate Liberal Democrat	190 663 Elected 205 159
<b>Hutton North</b> Electorate 3095 Seats 1 Ballot Papers 1529 % Poll 49.4	GEARON-SIMM, Janice Edwina QUIRK, Russell Stuart SOAMES, Graham David TYRRELL, Stephen George WATERHOUSE, Timothy Philip	Green Party candidate The Conservative Party Candidate Independent Liberal Democrat The Labour Party Candidate	49 636 Elected 545 141 150
<b>Ingatestone, Fryerning &amp; Mountnessing</b> Electorate 4766 Seats 2 Ballot Papers 2382 % Poll 50.0	BROWN, Colin Stuart DEDMAN, Patricia Mary GULLEFORD, Janette Pauline HONES, Noelle Christina PAPI, Kristiana Eleftheria SPARLING, Keith Michael WINTER, Jane Elizabeth	Liberal Democrat The Labour Party Candidate UK Independence Party The Conservative Party Candidate Liberal Democrat The Conservative Party Candidate The Labour Party Candidate	328 360 358 1311 Elected 336 1223 Elected 375

<b>Pilgrims Hatch</b> Electorate 4566 Seats 1 Ballot Papers 1929 % Poll 42.3	DAVIES, Victoria Frances KERSLAKE, John SMITH, David James	Liberal Democrat The Conservative Party Candidate The Labour Party Candidate	1091 Elected 565 253
<b>Shenfield</b> Electorate 4176 Seats 1 Ballot Papers 2279 % Poll 54.6	BAKER, Philip John BARRETT, Tim Nicholas FEATHERSTON, Malcolm WATT, David	The Conservative Party Candidate The Labour Party Candidate Liberal Democrat UK Independence Party	1286 Elected 184 609 191
<b>Tipps Cross</b> Electorate 3024 Seats 1 Ballot Papers 1468 % Poll 48.5	HALL, Roberta Marilyn Bryan HENWOOD, Madeline Joyce Wortley WIGRAM, Michele Anne	Liberal Democrat The Conservative Party Candidate The Labour Party Candidate	261 1018 Elected 176
<b>Warley</b> Electorate 4527 Seats 1 Ballot Papers 2142 % Poll 47.4	BURELLI, Kim Michele LLOYD, William Albert MAYO, Peter John YOUNG, Cyril Denis	The English Democrats - ``Putting England First!`` The Conservative Party Candidate The Labour Party Candidate Liberal Democrat	110 978 Elected 259 782

**REVISED POLITICAL BALANCE 2011/12**

<b>Committees</b>	<b>Membership</b>	<b>Conservative</b>	<b>Liberal Democrat</b>	<b>Labour</b>	<b>Independent</b>
Policy, Performance and Resources Board	11	9	2		
Overview and Scrutiny Committee	11	7	3	1	
Joint Committee for Country Parks and Countryside Estate	2	2			
Environment , Health and Housing Board	11	9	2		
*Planning Development Control and Licensing Committee	15	11	2	1	1
Audit Committee	5	3	2		
Highways and Localism Panel	11	8	2		1
Business, Community and Culture Panel	11	9	2		
	77	58	15	2	2

**Total Entitlement:**  $77 \div 37 \times 28 = 58$  (58.27) Conservative  
 $77 \div 37 \times 7 = 15$  (14.57) Liberal Democrat  
 $77 \div 37 \times 1 = 2$  (2.08) Labour  
 $77 \div 37 \times 1 = 2$  (2.08) Independent

- Note:**
1. Standards Committee is outside Political Balance Requirements
  2. Staff Appeals and Staff Appointments Committee are to be appointed as and when required.
  - \*3. In order to meet the requirements of the liquor licensing legislation which came into effect in 2006, the Planning Development Control and Licensing Committee provides a pool of Members.

BRENTWOOD BOROUGH COUNCIL – CALENDAR OF MEETINGS 2011/2012

**2011**

**MAY**

01	Sun	
02	Mon	Bank Holiday
03	Tues	
04	Wed	
05	Thurs	Elections
06	Fri	
07	Sat	
08	Sun	
09	Mon	
10	Tues	
11	Wed	
12	Thurs	
13	Fri	
14	Sat	
15	Sun	
16	Mon	Group
17	Tues	
18	Wed	Annual Council
19	Thurs	
20	Fri	
21	Sat	
22	Sun	
23	Mon	
24	Tues	
25	Wed	Planning Development Control and Licensing Committee
26	Thurs	
27	Fri	
28	Sat	
29	Sun	
30	Mon	Bank Holiday
31	Tue	

**JUNE**

01	Wed	Overview & Scrutiny Committee
02	Thurs	
03	Fri	
04	Sat	
05	Sun	
06	Mon	
07	Tues	Business, Community and Culture Panel
08	Wed	Environment, Health and Housing Board
09	Thurs	
10	Fri	
11	Sat	



BRENTWOOD BOROUGH COUNCIL – CALENDAR OF MEETINGS 2011/2012

12	Sun	
13	Mon	Group
14	Tue	Highways and Localism Panel
15	Wed	Policy, Performance & Resources Board
16	Thurs	
17	Fri	
18	Sat	
19	Sun	
20	Mon	
21	Tues	
22	Wed	
23	Thurs	
24	Fri	
25	Sat	
26	Sun	
27	Mon	
28	Tue	Planning, Development Control & Licensing Committee
29	Wed	Audit Committee
30	Thurs	Standards Committee

**JULY**

01	Fri	
02	Sat	
03	Sun	
04	Mon	Group
05	Tues	Ordinary Council
06	Wed	
07	Thurs	
08	Fri	
09	Sat	
10	Sun	
11	Mon	
12	Tues	
13	Wed	
14	Thurs	
15	Fri	
16	Sat	
17	Sun	
18	Mon	
19	Tues	
20	Wed	
21	Thurs	
22	Fri	
23	Sat	
24	Sun	
25	Mon	
26	Tues	
27	Wed	Planning Development Control and Licensing

Committee

28	Thurs
29	Fri
30	Sat
31	Sun

**AUGUST**

01	Mon
02	Tues
03	Wed
04	Thurs
05	Fri
06	Sat
07	Sun
08	Mon
09	Tues
10	Wed
11	Thurs
12	Fri
13	Sat
14	Sun
15	Mon
16	Tues
17	Wed
18	Thurs
19	Fri
20	Sat
21	Sun
22	Mon
23	Tues
24	Wed
25	Thurs
26	Fri
27	Sat
28	Sun
29	Mon
30	Tues
31	Wed

Bank Holiday

**SEPTEMBER**

01	Thurs
02	Fri
03	Sat
04	Sun
05	Mon
06	Tues
07	Wed

Planning Development Control and Licensing  
Committee  
Environment, Health and Housing Board

BRENTWOOD BOROUGH COUNCIL – CALENDAR OF MEETINGS 2011/2012

08	Thurs	
09	Fri	
10	Sat	
11	Sun	
12	Mon	Group
13	Tues	
14	Wed	Policy, Performance and Resources Board
15	Thurs	
16	Fri	
17	Sat	
18	Sun	
19	Mon	
20	Tues	Business, Community and Culture Panel
21	Wed	Highways and Localism Panel
22	Thurs	
23	Fri	
24	Sat	
25	Sun	
26	Mon	
27	Tues	
28	Wed	Audit Committee
29	Thurs	
30	Fri	

**OCTOBER**

01	Sat	
02	Sun	
03	Mon	
04	Tues	
05	Wed	
06	Thurs	
07	Fri	
08	Sat	
09	Sun	
10	Mon	Overview & Scrutiny Committee
11	Tues	Planning Development Control and Licensing Committee
12	Wed	
13	Thurs	
14	Fri	
15	Sat	
16	Sun	
17	Mon	Group
18	Tues	Standards Committee
19	Wed	Ordinary Council
20	Thurs	
21	Fri	
22	Sat	
23	Sun	

BRENTWOOD BOROUGH COUNCIL – CALENDAR OF MEETINGS 2011/2012

)	24	Mon
)	25	Tues
Half Term)	26	Wed
)	27	Thurs
)	28	Fri
	29	Sat
	30	Sun
	31	Mon

**NOVEMBER**

01	Tues	
02	Wed	
03	Thurs	
04	Fri	
05	Sat	
06	Sun	
07	Mon	
08	Tues	Planning Development Control and Licensing Committee
09	Wed	
10	Thurs	
11	Fri	
12	Sat	
13	Sun	Remembrance Sunday
14	Mon	
15	Tues	Business, Community and Culture Panel
16	Wed	Environment, Health and Housing Board
17	Thurs	
18	Fri	
19	Sat	
20	Sun	
21	Mon	
22	Tues	Audit Committee
23	Wed	Highways and Localism Panel
24	Thurs	
25	Fri	
26	Sat	
27	Sun	
28	Mon	
29	Tues	Overview & Scrutiny Committee
30	Wed	

**DECEMBER**

01	Thurs	
02	Fri	
03	Sat	
04	Sun	
05	Mon	Group

BRENTWOOD BOROUGH COUNCIL – CALENDAR OF MEETINGS 2011/2012

06	Tues	Planning Development Control and Licensing Committee
07	Wed	Policy, Performance and Resources Board
08	Thurs	
09	Fri	
10	Sat	
11	Sun	
12	Mon	Group
13	Tues	
14	Wed	Ordinary Council
15	Thurs	
16	Fri	
17	Sat	
18	Sun	
19	Mon	
20	Tues	
21	Wed	
22	Thurs	
23	Fri	
24	Sat	
25	Sun	Christmas Day
26	Mon	Boxing Day
27	Tues	
28	Wed	
29	Thurs	
30	Fri	
31	Sat	

**2012**

**JANUARY**

01	Sun	New Years Day
02	Mon	Bank Holiday
03	Tues	
04	Wed	
05	Thurs	
06	Fri	
07	Sat	
08	Sun	
09	Mon	
10	Tues	
11	Wed	Planning Development Control and Licensing Committee
12	Thurs	
13	Fri	
14	Sat	
15	Sun	
16	Mon	
17	Tues	Audit Committee

BRENTWOOD BOROUGH COUNCIL – CALENDAR OF MEETINGS 2011/2012

18 Wed  
 19 Thurs  
 20 Fri  
 21 Sat  
 22 Sun  
 23 Mon  
 24 Tues  
 25 Wed  
 26 Thurs  
 27 Fri  
 28 Sat  
 29 Sun  
 30 Mon  
 31 Tues

**FEBRUARY**

01 Wed Highways and Localism Panel  
 02 Thurs  
 03 Fri  
 04 Sat  
 05 Sun  
 06 Mon Environment, Health and Housing Board  
 07 Tues  
 08 Wed Business, Community and Culture Panel  
 09 Thurs  
 10 Fri  
 11 Sat  
 12 Sun  
 13 Mon Group  
 14 Tues Special Policy/Ordinary Council  
 15 Wed Planning Development Control and Licensing  
 Committee  
 16 Thurs  
 17 Fri  
 18 Sat  
 19 Sun  
 ) 20 Mon  
 ) 21 Tues  
 Half Term) 22 Wed  
 ) 23 Thurs  
 ) 24 Fri  
 25 Sat  
 26 Sun  
 27 Mon  
 28 Tues  
 29 Wed Overview and Scrutiny Committee

**MARCH**

BRENTWOOD BOROUGH COUNCIL – CALENDAR OF MEETINGS 2011/2012

01	Thurs	Standards Committee
02	Fri	Civic Dinner
03	Sat	
04	Sun	
05	Mon	Group
06	Tues	Audit Committee
07	Wed	Policy, Performance and Resources Board
08	Thurs	
09	Fri	
10	Sat	
11	Sun	
12	Mon	Group
13	Tues	Planning Development Control and Licensing Committee
14	Wed	Ordinary Council
15	Thurs	
16	Fri	
17	Sat	
18	Sun	
19	Mon	
20	Tues	
21	Wed	
22	Thurs	
23	Fri	
24	Sat	
25	Sun	
26	Mon	
27	Tues	
28	Wed	
29	Thurs	
30	Fri	
31	Sat	

**APRIL**

01	Sun	
02	Mon	
03	Tues	
04	Wed	
05	Thurs	
06	Fri	Good Friday
07	Sat	
08	Sun	
09	Mon	Easter Monday
10	Tues	
11	Wed	
12	Thurs	
13	Fri	
14	Sat	
15	Sun	

BRENTWOOD BOROUGH COUNCIL – CALENDAR OF MEETINGS 2011/2012

16	Mon	
17	Tues	
18	Wed	Planning Development Control and Licensing Committee
19	Thurs	
20	Fri	
21	Sat	
22	Sun	
23	Mon	
24	Tues	
25	Wed	
26	Thurs	
27	Fri	
28	Sat	
29	Sun	
30	Mon	

**MAY**

01	Tues	
02	Wed	
03	Thurs	Elections
04	Fri	
05	Sat	
06	Sun	
07	Mon	Bank Holiday
08	Tues	
09	Wed	
10	Thurs	
11	Fri	
12	Sat	
13	Sun	
14	Mon	Group
15	Tues	
16	Wed	Annual Council
17	Thurs	
18	Fri	
19	Sat	
20	Sun	
21	Mon	
22	Tues	
23	Wed	Planning Development Control and Licensing Committee
24	Thurs	
25	Fri	
26	Sat	
27	Sun	
28	Mon	
29	Tues	
30	Wed	



BRENTWOOD BOROUGH COUNCIL – CALENDAR OF MEETINGS 2011/2012

31 Thurs

**JUNE**

1 Fri

2 Sat

3 Sun

4 Mon Bank Holiday

5 Tues Bank Holiday

6 Wed

7 Thurs

8 Fri

9 Sat

10 Sun

11 Mon

12 Tues

13 Wed

14 Thurs

15 Fri

16 Sat

17 Sun

18 Mon

19 Tues

20 Wed

21 Thurs

22 Fri

23 Sat

24 Sun

25 Mon

26 Tues

27 Wed Planning Development Control and Licensing  
Committee

28 Thurs

29 Fri

30 Sat