

ANNUAL COUNCIL
14TH MAY 1997

PRESENT: Crs. Myers (Mayor), Mrs. Long (Deputy Mayor), Aspinell, Bailey, Bathe, Billinge, Mrs. Bottomley, Braid Brown, Mrs. Cook, Davies, Earl, Elphick, Eyre, Ms. Fletcher, Mrs. Freeman, Galbraith, Gottesmann, Harley, Harrison, Higgins, Mrs. Hogan, Kendall, Mrs. Long, Minns, Myers, Nicholson, Reed, Robins, J. Russell, Mrs. Russell, Sarbutt, Shawcross, Slaymark, Straw, Mrs. Thompson and Wright.

APOLOGIES: Crs. Boggis, Crouch, Dale and Young.

1. MAYOR'S ANNOUNCEMENTS AND PRESENTATIONS: The Mayor:

1. Reported receipt of a letter from the parents of the late Cr. Alan Gunnell thanking Members for approving the installation of a plaque at Tipps Cross Remembrance Hall in memory of Cr. Gunnell.
2. On 14.4.97, was particularly pleased to open officially, the new 'Drop-in Centre' for Brentwood MIND at 25 Ongar Road. The Council had assisted in the delivery of the service by leasing the premises to MIND.
3. At the meeting of the Personnel, Health & Safety and Review Sub-Committee on 21.4.97 was pleased to present the Disability Symbol Award to the Council.
4. Attended a special meeting of the Police & Community Consultative Group on 22.4.97 and was pleased to learn how well the Borough Council, the Police and the Local Community were working together in so many areas.
5. Made a personal presentation to the Council of a memento to commemorate the Council's achievements in the 1995/96 Performance Indicators.
6. On 7.5.97, held the final Charity funding raising event in the Mayor's year of office, at the 'Joy Fook' restaurant which raised £2,365. This brought the total raised during the Mayor's year of office to £3,900 for the Mayor's chosen charities. In addition the Mayor's Charity Trust Fund had received donations from individuals businesses and fund raising in the sum of £642.

The Mayor was pleased to present cheques to representatives from the Mayor's chosen charities, namely Brentwood Crossroads, Brentwood Drum Corps and Brentwood MIND. Each organisation received a cheque in the sum of £1,300.

2. ELECTION OF MAYOR: Proposed by Cr. Mrs. Bottomley, seconded by Cr. Mrs. Russell that Cr. Mrs. Long be elected as Mayor of the Borough for the year 1997/98.

RESOLVED that Cr. Mrs. Long be elected as Mayor of the Borough until her successor becomes entitled to act as Mayor.

Cr. Mrs. Long made the Statutory Declaration of Acceptance of Office (the meeting was adjourned whilst Cr. Mrs. Long and Myers left the Chamber to enable the new Mayor to be robed.)

Cr. Mrs. Long thanked the Council for her appointment.

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Proposed by Cr. Bailey and seconded by Cr. Gottesmann that the Council thank Cr. Myers, the retiring Mayor for his work during his term of office. RESOLVED accordingly.

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

At the request of the Mayor, on behalf of the Officers of the Council, the CE&TC presented gifts to Cr. Myers, the retiring Mayor and to Mrs. Myers the retiring Mayoress.

3. **APPOINTMENT OF DEPUTY MAYOR:** Proposed by Cr. Aspinell and seconded by Cr. Kendall that Cr. Mrs. Hogan be appointed Deputy Mayor of the Borough for the year 1997/98 until her successor becomes entitled to act as Deputy Mayor. RESOLVED accordingly.

Cr. Mrs. Hogan made the Statutory Declaration of Acceptance of Office and thanked the Council for her appointment.

4. **LEADER OF THE COUNCIL:** RESOLVED that the Leader of the majority political group on the Council, Cr. Gottesmann be designated 'Leader of the Council'.

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

5. **APPOINTMENT OF COMMITTEES ETC:** The Council was invited to review and determine the allocation of seats on Committees and Sub-Committees in accordance with the provisions of Section 15 of the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations 1990 and to determine how many voting Members each Committee and Sub-Committee should consist.

A report and proposal had been circulated which assumed certain revisions to the Committee structure. These were the deletion of the Forward Planning Sub-Committee and the West Essex Drainage Partnership Committee, a joint Committee with Epping Forest District Council together with the amalgamation of the Grants to Voluntary Organisations Sub-Committee with the Arts, Libraries & Museums Committee.

The report set out the calculation of the total entitlement of each political group to seats on the Council's Ordinary Committees and Sub-Committees and the calculation of seats for each political group on each Committee and Sub-Committee.

Members were reminded that the minimum number of Members to constitute a political group was two.

The report before the Committee also contained revised terms of reference of the Committees following the changes to the Committee structure. A further amendment was circulated at the meeting.

The principal changes were that the functions of the Forward Planning Sub-Committee were divided between the Policy & Co-ordinating Committee and the Planning Committee. The terms of reference of the Grants to Voluntary

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Organisations Sub-Committee were assumed under the new Arts, Libraries, Museums and Grants Committee.

The Council was also requested to allocate seats to Cr. Boggis who as the only Liberal Member could not be regarded as a member of a political group. Accordingly, it was for the Council to allocate seats on Committees etc. to individual Members who were not members of a political group.

RESOLVED:

1. To adopt the political balance proposals before the Council (appended)
2. In accordance with Standing Order 3 that the Mayor (or in her absence the Deputy Mayor) and the Leader of the Council shall be an ex-officio Member of every Committee and Sub-Committee of the Council but that these Members shall not have voting powers unless appointed to a Committee or Sub-Committee within the political balance calculation.
3. To appoint the Committees and Sub-Committees for the ensuing year as shown below.
4. To approve the terms of reference of the Committee and Sub-Committees subject to the amendments circulated at the meeting otherwise as detailed in the report before the Council.
5. To allocate a seat to Cr. Boggis on the Environment and Community Services Committee, Arts, Libraries, Museums & Grants Committee and Housing Committee together with a seat on the Licensing Sub-Committee.
6. Subject to resolution 2 and 5 before, that the number of voting Members of each Committee and Sub-Committee having taken into account the political balance of the Council together with the wishes as to who was to be appointed to the seats on the Committees and Sub-Committees in accordance with Section 15 of the Local Government and Housing Act 1989 and the Local Government (Committees and Political Groups) Regulations shall be as follows:

(A) **POLICY & CO-ORDINATING COMMITTEE:**

Membership 15 (Cons 4, Lab 1 & LD 10)

Liberal Democrat:

Crs. Bailey, Mrs. Cook, Crouch, Davies, Gottesmann, Kendall, Myers, Robins, Mrs. Russell and Shawcross.

Substitute Members: Crs. Billinge, Mrs. Bottomley.

Conservative:

Crs. Earl, Ms. Fletcher, Galbraith and Nicholson

Substitute Members: Crs. Harrison, Wright

Labour:

Cr. Minns

Substitute Member: Cr. Elphick

(i) **Personnel, Health & Safety and Review Sub-Committee:**

Membership 9. (Cons 3, Lab. 0 & LD 6)

Liberal Democrat:

Crs. Bailey, Billinge, Crouch, Dale, Eyre and Mrs. Russell.

Substitute Members: Crs. Mrs. Freeman, Straw

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Conservative:

Crs. Ms. Fletcher, Galbraith and Nicholson
Substitute Members: Crs. Harrison, Mrs. Thompson

(B) TECHNICAL SERVICES COMMITTEE:

Membership 15 (Cons 5, Lab 1 & LD 9)

Liberal Democrat:

Crs. Bailey, Mrs. Bottomley, Crouch, Davies, Mrs. Freeman, Kendall,
Robins, Mrs. Russell and Straw
Substitute Members: Crs. J. Russell, Shawcross

Conservative:

Crs. Galbraith, Harrison, Nicholson, Reed and Young.
Substitute Members: Crs. Bathe, Slaymark

Labour:

Cr. Minns
Substitute Member: Elphick

(C) ENVIRONMENT AND COMMUNITY SERVICES COMMITTEE:

Membership 15 (Cons 5, Lab 0, LD 9 and Lib 1)

Liberal Democrat:

Crs. Billinge, Mrs. Bottomley, Brown, Eyre, Mrs. Freeman, Myers,
Robins, J. Russell and Sarbutt.
Substitute Members: Crs. Dale, Harley

Conservative:

Crs. Bathe, Braid, Slaymark, Mrs. Thompson and Young.
Substitute Members: Crs. Galbraith, Harrison

Liberal:

Cr. Boggis

(i) Licensing Sub-Committee:

Membership 9 (Cons 2, Lab 1, LD 5, Lib. 1)

Liberal Democrat:

Crs. Brown, Gottesmann, Harley, Mrs. Long and Straw.
Substitute Members: Crs. Myers, Robins

Conservative:

Crs. Ms. Fletcher and Young
Substitute Members: Crs. Earl, Galbraith

Labour:

Cr. Elphick
Substitute Member: Cr. Minns

Liberal:

Cr. Boggis

(D) HOUSING COMMITTEE:

Membership 15 (Cons 4, Lab 1 & LD 9, Lib. 1)

Liberal Democrat:

Crs. Mrs. Cook, Dale, Davies, Eyre, Mrs. Freeman, Gottesmann,
Higgins, Mrs. Hogan and Myers
Substitute Members: Crs. Kendall, Mrs. Russell

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Conservative:

Crs. Bathe, Harrison, Wright and Young.
Substitute Members: Crs. Earl, Ms. Fletcher

Labour:

Cr. Elphick
Substitute Member: Cr. Minns

Liberal:

Cr. Boggis

(E) PLANNING COMMITTEE:

Membership 15 (Cons 5, Lab 1 & LD 9)

Liberal Democrat:

Crs. Aspinell, Mrs. Cook, Dale, Davies, Mrs. Freeman, Gottesmann,
Myers, J. Russell and Sarbutt
Substitute Members: Crs. Brown, Higgins

Conservative:

Crs. Earl, Ms. Fletcher, Harrison, Slaymark and Wright.
Substitute Members: Crs. Braid, Young

Labour:

Cr. Elphick

(F) ARTS, LIBRARIES, MUSEUMS & GRANTS COMMITTEE:

Membership 15 (Cons 5, Lab 0 & LD 9, Lib 1)

Liberal Democrat:

Crs. Aspinell, Billinge, Brown, Harley, Mrs. Hogan, J. Russell,
Mrs. Russell, Shawcross and Straw
Substitute Members: Crs. Bailey, Eyre

Conservative:

Crs. Bathe, Earl, Galbraith, Reed and Slaymark
Substitute Members: Crs. Nicholson, Wright

Liberal:

Cr. Boggis

(G) COUNTRY PARKS & RECREATION COMMITTEE:

Membership 15 (Cons 5, Lab 1 & LD 9)

Liberal Democrat:

Crs. Aspinell, Mrs. Bottomley, Brown, Harley, Mrs. Hogan, Kendall,
Robins, Mrs. Russell and Shawcross
Substitute Members: Crs. Mrs. Cook, Davies

Conservative:

Crs. Earl, Ms. Fletcher, Reed, Mrs. Thompson and Wright
Substitute Member: Crs. Braid, Nicholson

Labour:

Cr. Elphick
Substitute Member: Cr. Minns

(H) TREE PRESERVATION ORDERS (APPEALS) COMMITTEE

Membership 8 (Cons 2, Lab 1, LD 5)

Liberal Democrat:

Crs. Bailey, Brown, Harley, Shawcross and Straw
Substitute Members: Crs. Crouch, Mrs. Hogan

Conservative:

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Crs. Nicholson and Mrs. Thompson
Substitute Members: Crs. Braid, Galbraith

Labour:

Cr. Minns

(I) STAFF APPOINTMENTS COMMITTEE:

Membership 7. (Cons 2, Lab. 0 & LD 5)

Liberal Democrat:

Crs. Billinge, Crouch, Gottesmann, Kendall and Mrs. Russell.

Conservative:

Crs. Ms. Fletcher and Nicholson.

(J) STAFF APPEALS COMMITTEE

Membership 8 (Cons 3 & LD 5)

Liberal Democrat:

Crs. Brown, Mrs. Freeman, Harley, Mrs. Hogan and J. Russell

Substitute Members: Crs. Mrs. Bottomley, Sarbutt

Conservative:

Crs. Braid, Harrison and Slaymark

Substitute Members: Crs. Galbraith, Earl

6. **MEMBERS' ALLOWANCES 1997/98:** Members considered a revised report which included adjustments to reflect the new structure of the Council and also provided for an allowance to be made to the Chairman of the Town Forum and Chairman of the Pensioners Forum.

RESOLVED to approve the following minor changes to the existing allowances scheme:

Special Responsibility Allowances:

- (1) to substitute the following:

SCHEDULE 1

- (i) The amount of Special Responsibility Allowances shall be 25% of the total allowances.
- (ii) A Chairman of a main Committee who also chairs another Sub-Committee or Forum shall only receive the Special Responsibility Allowance in respect of the main Committee.
- (iii) The following are specified as the special responsibilities in respect of which Special Responsibility Allowances are payable, and the amounts of those allowances, with effect from 15.5.97.

	Proportion of Total	£ (full year)
Leaderships		
Leader of Majority Group	8:60	1,950.00
Deputy	4:60	975.00
Leader of Main Opposition	4:60	975.00
Deputy	2:60	487.50
Leader of Minority Opposition Group	2:60	487.50
 Chairmen of Committees		
Country Parks & Recreation	4:60	975.00

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Policy & Co-ordinating	4:60	975.00
Technical Services	4:60	975.00
Environment & Community Services	4:60	975.00
Housing	4:60	975.00
Planning	4:60	975.00
Arts, Libraries, Museums & Grants	4:60	975.00
 Chairmen of Sub-Committees		
Personnel, Health & Safety and Review	2:60	487.50
Licensing	2:60	487.50
 Chairmen of Forums		
Town Forum	2:60	487.50
Pensioners Forum	2:60	487.50
 Chairmen of DSO Boards		
Recreation	1:60	243.75
Grounds Maintenance	1:60	243.75
Building Services	1:60	243.75
Engineering	<u>1:60</u>	<u>243.75</u>
	60:60	14,625.00

Actual allowance paid to be calculated pro rata, with effect from 15.5.97.

- (2) That the HoFS be authorised to vary pro rata the rate of Special Responsibility Allowances, should any change in Chairmanships make it necessary to do so.
[HoFS-Keeble]

7. STANDING GROUPS, BOARDS AND WORKING PARTIES: RESOLVED:

1. To adopt the following proposals in relation to the appointment of Standing Groups and Boards etc:

STAFF LOCAL AGREEMENT CONSULTATIVE FORUM

Leader of the Council - Cr. Gottesmann
 Chairman of Policy & Co-ordinating Committee - Cr. Mrs. Russell
 Chairman of Personnel and Performance Review Sub-Committee - Cr. Billinge
 Leader of Main Opposition Group Cr. Nicholson
 Deputy Leader of the Council - Cr. Kendall

DSO STAFF LOCAL AGREEMENT CONSULTATION FORUM

- (a) Building Services) Crs. Higgins,
 (b) Engineering) and Sarbutt
 (c) Recreation)
 (d) Ground Maintenance)

COMPETITIVE TENDERING BOARDS

- (a) Building Services
 Chairman Cr. Higgins Vice-Chairman Cr. Sarbutt
 and Cr. Braid

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| (b) | Engineering
Chairman Cr. Higgins | Vice-Chairman Cr. Sarbutt
and Cr. Braid |
| (c) | Recreation
Chairman Cr. Higgins | Vice-Chairman Cr. Sarbutt
and Cr. Harrison |
| (d) | Ground Maintenance
Chairman Cr. Higgins | Vice-Chairman Cr. Sarbutt
and Cr. Braid |

INCOME RELATED BENEFITS REVIEW BOARD

Liberal Democrat:

Crs. Mrs. Bottomley, Brown, Sarbutt and Straw.

Conservative:

Crs. Braid, Galbraith, Slaymark and Mrs. Thompson

- (Note 1. Three or more Members meeting together shall constitute a Board.
2. Members of the Review Board shall appoint a Chairman from amongst their number.)

PUBLIC INFORMATION PANEL

Liberal Democrat:

Crs. Mrs. Bottomley and Gottesmann (reserve Cr. Mrs. Russell)

Conservative:

Cr. Nicholson

TOWN FORUM

Membership 9 (Con. 3, LD 5, Lab 1)

Liberal Democrat:

Crs. Mrs. Bottomley, Mrs. Cook, Mrs. Hogan, Kendall and Straw

Substitute Members: Crs. Gottesmann and Sarbutt

Conservative:

Cr. Nicholson, Mrs. Thompson and Wright

Substitute Members: Cr. Bathe and Braid

Labour:

Cr. Elphick

Substitute Member: Cr. Minns

PENSIONERS FORUM

Membership 8 (Con. 2, LD 4, Lab 1, Lib. 1)

Liberal Democrat:

Crs. Mrs. Bottomley, Eyre, Mrs. Freeman and Mrs. Hogan

Substitute Members: Crs. Billinge and Crouch

Conservative:

Crs. Bathe and Nicholson

Substitute Members: Crs. Braid and Slaymark

Labour:

Cr. Minns

Substitute Member: Cr. Elphick

Liberal:

Cr. Boggis

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2. To appoint any remaining Forums, Working Parties and Boards through the various Committees with those appointments being ratified at Policy & Co-ordinating Committee on 18.6.97 and until that date the current membership shall remain unchanged.

[CE&TC-Horgan, ATC-Horgan]

8. APPOINTMENT OF CHAIRMAN AND VICE-CHAIRMAN OF EVERY COMMITTEE

ETC.: RESOLVED to adopt the following proposals in relation to the appointment of Chairman and Vice-Chairman of Committees, Sub-Committees, Standing Groups and Boards etc.:

- (i) Committees and Sub-Committees:

POLICY & CO-ORDINATING COMMITTEE:

Chairman: Cr. Mrs. Russell

Vice-Chairman: Cr. Crouch

Personnel, Health & Safety and Review Sub-Committee:

Chairman: Cr. Billinge

Vice-Chairman: Cr. Crouch

TECHNICAL SERVICES COMMITTEE:

Chairman: Cr. Bailey

Vice-Chairman: Cr. Straw

ENVIRONMENT AND COMMUNITY SERVICES COMMITTEE:

Chairman: Cr. Myers

Vice-Chairman: Cr. Billinge

Licensing Sub-Committee:

Chairman: Cr. Straw

Vice-Chairman: Cr. Brown

HOUSING COMMITTEE:

Chairman: Cr. Mrs. Cook

Vice-Chairman: Cr. Myers

PLANNING COMMITTEE:

Chairman: Cr. Davies

Vice-Chairman: Cr. Dale

ARTS, LIBRARIES, MUSEUMS & GRANTS COMMITTEE:

Chairman: Cr. Shawcross

Vice-Chairman: Cr. Mrs. Hogan

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COUNTRY PARKS & RECREATION COMMITTEE:

Chairman: Cr. Robins

Vice-Chairman: Cr. Shawcross

TREE PRESERVATION ORDERS (APPEALS) COMMITTEE:

Chairman: Cr. Straw

STAFF APPOINTMENTS COMMITTEE

Chairman: Cr. Gottesmann

STAFF APPEALS COMMITTEE:

Chairman: Cr. J. Russell

(ii) **Standing Groups, Boards and Working Parties:**

STAFF LOCAL AGREEMENT CONSULTATION FORUM

Chairman: Cr. Gottesmann

DSO STAFF LOCAL AGREEMENT CONSULTATION FORUM

(a) Building Services Chairman: Cr. Higgins

(b) Engineering Chairman: Cr. Higgins

(c) Recreation Chairman: Cr. Higgins

(d) Grounds Maintenance Chairman: Cr. Higgins

COMPETITIVE TENDERING BOARDS

Building Services Board Chairman: Cr. Higgins

Engineering Board Chairman: Cr. Higgins

Recreation Board Chairman: Cr. Higgins

Grounds Maintenance Chairman: Cr. Higgins

PUBLIC INFORMATION PANEL

Chairman: Cr. Gottesmann

TOWN FORUM

Chairman: Cr. Kendall

PENSIONERS FORUM

Chairman: Cr. Mrs. Bottomley

9. **MEMORIALS OR PETITIONS:** In accordance with Standing Order 18 Cr. Wright presented a petition on behalf of residents of Herongate and Ingrave supporting a proposal for a pedestrian crossing at the Ingrave Johnstone School, Brentwood Road, Ingrave.

RESOLVED pursuant to Standing Order 18 to refer the petition to the Technical Services Committee.

[ATC-Horgan]

10. **DAY AND HOUR OF MEETINGS:** RESOLVED to approve and adopt the draft calendar of meetings which had been circulated noting that meetings of Pensioners Forum would take place at 4.15pm on the dates set out in the calendar.

[CE&TC-Sivell, ATC-Horgan]

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11. APPOINTMENT OF REPRESENTATIVES ON OUTSIDE ORGANISATIONS:
RESOLVED to appoint the following persons as the Council's representative on the organisations set out below for the period indicated:

(a) Representatives who **SHOULD** be Members of the Council.

<u>Name of Organisation</u>	<u>No. of Reps</u>	<u>Date of Expiry of Term</u>	<u>Period of Term (Years)</u>	<u>Names of Representatives</u>
Association of Essex Councils	(1)	Indefinite	-	Leader of the Council
Local Government Association	(1)	Indefinite	-	Leader of the Council
Essex County Council Tourist Liaison Cttee	(1)	May 1998	1	Cr. Aspinell
Brentwood & District Age Concern	(2)	May 1998	1	Crs. Straw and Slaymark
Brentwood Sports Council	(2)	May 1998	1	Cr. Robins and Aspinell
E. & W. Horndon Village Hall Committee	(2)	May 1998	1	Crs. Boggis & Wright
Brentwood Arts Council	(1)	May 1998	1	Cr. Billinge
Brentwood Housing Consortium Ltd.	(1)	May 1998	1	Cr. Davies
Ingrave Comm Assn.	(1)	May 1998	1	Cr. Mrs. Hogan
Hutton Comm Assn.	(1)	May 1998	1	Cr. Billinge
Eastern Essex & Herts Regional Employers Organisation for Local Authorities	(1)	June 1998	1	Cr. Nicholson
Post Office Advisory Committee	(1)	May 1998	1	Cr. Slaymark
Herongate Village Hall Man. Cttee	(1)	May 1998	1	Cr. Wright

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Three Arch Bridge Community Hall	(2)	May 1998	1	Cr. Mrs. Hogan, and Cr. Minns
National Playing Fields Association	(1)	May 1999	2	Cr. Aspinell
Newham (Brentwood Estates) Liaison Cttee	(3)	May 1998	1	Crs. Mrs. Cook, Mrs. Hogan and Minns
Brentwood Rugby Club Pavilion Man. Committee	(3)	May 1998	1	Crs. Aspinell, Nicholson and Shawcross
Larkins Playing Field Pav. Man. Committee	(3)	May 1998	1	Chairman & Vice-Chairman Country Parks & Recreation Cttee & Cr. Bailey
Warley Clubhouse Man. Committee	(2)	May 1998	1	Cr. Shawcross Cr. Robins
Ingatestone & Fryerning Community Club	(1)	May 1998	1	Cr. Gottesmann
National Society for Clean Air	(2)	May 1998	1	Crs. Billinge & Wright
Citizens Advice Bureau	(2)	May 1998	1	Cr. Bailey and Cr. Kendall
Brentwood & Landkreis Roth Twinning Association 1979	(3)	May 1997	1	Crs. Ms. Fletcher, Aspinell, Shawcross (Mayor and Deputy Mayor of the Council are President and Deputy President of the Association respectively)
Brentwood/Montbazon Town Twinning Association	(3)	May 1999	1	Crs. Ms. Fletcher, Mrs. Bottomley & Shawcross. Mayor and Deputy Mayor are President and Vice-President of the Association respectively.
Thames Chase Joint Committee	(3)	May 1999	2	Crs. Earl, Sarbutt and Straw

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Essex and London Authorities Supplies Consortium	(1)	May 1998	1	Cr. Nicholson
South West District Joint Consultative Committee (South Essex Health Authority)	(2)	May 1998	1	Crs. Myers & Billinge
Brentwood Joint Community Care Committee	(2)	May 1998	1	Crs. Myers and Billinge
Essex Home Safety Liaison Cttee	(1)	May 1998	1	Cr. Earl
Brentwood Theatre Trust	(2)	May 1998	1	Cr. Billinge & Cr. Earl
Police Divisional Liaison Committee	(1)	May 1998	1	Cr. D. Higgins
Disabled and Access Groups	(1)	May 1998	1	Cr. Higgins
Council for Voluntary Service	(2)	May 1998	1	Mayor and Cr. Billinge
Eastern Arts Assoc.	(1)	May 1998	1	Cr. Shawcross
Museums in Essex Committee	(1)	May 1998	1	Cr. Mrs. Hogan
Youth Arts Partnership	(1)	May 1998	1	Cr. Shawcross
Local Youth Management Committee	(3)	May 1998		Cr. Eyre, Ms. Fletcher and Kendall
Thurrock and Brentwood Victim Support	(1)	May 1998	1	Crs. Eyre

(b) Representatives who need **NOT** be Members of the Council:-

Conservators of Shenfield Common	(6)	May 1998	1	Crs. Mrs.Hogan, Minns & Nicholson, Mr. A. Grant, Mr. J. Reddell & Mr. M. Trett [Mr. P.G. Green - Chairman and nominee of Lord of the Manor]
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Hartwood Golf Club	(2)	May 1998	1	Crs. Earl and Robins
Relate	(1)	May 1998	1	Cr. Ms. Fletcher
Council for the Protection of Rural England (Essex Branch Exec. Cttee)	(1)	May 1998	1	C. Richardson
Victoria County History of Essex	(1)	May 1998	1	Cr. Mrs. Hogan
Essex Archaeological & Historic Congress	(1)	May 1998	1	Mr. W. Wilford
Essex Voluntary Civil Aid Assn.	(1)	May 1998	1	The Mayor of the Borough Council
Ingrave Playing Field Man. Cttee	(2)	May 1999	4	Cr. Wright and Mrs. S. Barnes
South Weald Parish Hall	(2)	May 1998	1	Cr. Shawcross and P.O. Adams
Rural Community - Council of Essex	(1)	May 1998	1	Mrs. J. Panting
Brentwood Crime Prevention Panel	(1)	Indefinite	-	The Mayor of the Borough Council

Charities

Hutton Charities	(2)	May 2001	4	Cr. Braid (other rep. Cr. Davies term expires 1999)
Headley Common Trustees	(4)	May 2001	4	Cr. Earl & Mrs. Bloomfield (other reps Cr. Robins and Mrs. O'Donoghue term expires 1999)

School Governors:

Bentley C. of E.	(1)	Aug 2000	3	Mr. M. Long
Brentwood St. Thomas C. of E.	(1)	Aug. 1998	1	Cr. Eyre

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St. Mary's Shenfield C. of E.	(1)	May 1998	1	Mrs. O. Hall
South Weald St. Peter's C. of E.	(1)	May 1998	1	Mr. A. Gibson
St. Joseph the Worker	(1)	May 1998	1	Cr. Mrs. Russell
Sir Anthony Browne's School *CE&TC-Sivell, ATC-Horgan]*	(1)	Oct. 2000	3	G. Bender

12. **CCT FOR REVENUE SERVICES:** Consideration of this item was deferred to this meeting from Ordinary Council on 9.4.97. At the meeting of the Policy & Co-ordinating Committee on 26.3.97, Members were advised that the draft specification and contract for this service was being finalised and a copy of the draft specification and contract had been placed on deposit in the Members' Room.

In view of possible changes to the competitive tendering legislation, a report was to be made to the next meeting of the Policy & Co-ordinating Committee.

RESOLVED to defer this matter for a further report to the Policy & Co-ordinating Committee to resolve matters as necessary following consideration of the report.
[CE&TC-Sivell, HoFS-Keeble, ATC-Stroulger]

13. **GROUNDS MAINTENANCE CONTRACT D2:** A report was circulated at the meeting which advised that tenders had been issued and returned for this contract.

Arising from information supplied by the contractors and the evaluation of the tenders, it was felt prudent to clarify the position with a number of interested parties prior to formal acceptance of the contract. It was anticipated that these issues would be resolved shortly.

RESOLVED to authorise the CE&TC to award the contract following consultation with the Chairman of the Country Parks & Recreation Committee and the Policy & Co-ordinating Committee together with the Leader of the Main Opposition Group on the Council.

[CE&TC-Sivell, DoCS/DCE-McLintock]
