

**ANNUAL COUNCIL**  
**17TH MAY 2006**

**PRESENT:** Mr K Wright (Mayor), Crs:- Mrs McGinley (Deputy Mayor), Aspinell, Baker, Braid, Mrs Brehaut, Brown, Mrs Coe, Mrs Courage, Elphick, Faragher, Ms Golding, Hann, Hardy, Harrison, Mrs Henwood, Mrs Holmes, Mrs Hubbard, Kenny, Lee, Lewis, MacLellan, Minns, Mrs Monnickendam, Miss Monnickendam, Myers, Parker, Payne, Pound, Quirk, Mrs Roberts, Mrs Sheehan, Sleep, Straw, Tee and Wheatley.

**APOLOGIES:** Crs Good and Hossack.

**1. MAYOR'S ANNOUNCEMENT AND PRESENTATIONS:** The Mayor:

1. Welcomed Councillors, Mrs Coe, Ms Golding, Mrs Monnickendam, Parker, Mrs Pound, Quirk and Mrs Sheehan who had recently been elected to the Council and congratulated those standing Members who were re-elected.
2. Was pleased to attend the formal opening of Chichester House on 24.3.2006.
3. Welcomed children from West Hordon Primary School visiting the Town Hall on 30.3.2006.
4. Opened a new Diagnostic Centre at Ongar Road on 11.4.2006.
5. Attended the 10th Anniversary celebrations of Brentwood Preparatory School on 24.4.2006.
6. On 15.5.2006, attended the 30th Anniversary celebrations for the Barrow Farm Riding School for the Disabled.
7. Was pleased to present a cheque to representatives from each of the Mayor's Chosen Charities, BOSP and Aquacess Swimming Club. Each charity received the sum of £2,266.59.

**2. ELECTION OF MAYOR:** Proposed by Cr Lewis and seconded by Cr Baker that Cr Mrs McGinley be elected Mayor of the Borough for the year 2006/2007.

RESOLVED that Cr Mrs McGinley be elected Mayor of the Borough for the year 2006/2007 until her successor becomes entitled to act as Mayor.

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

Cr Mrs McGinley thanked the Council for her appointment.

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Arising therefrom it was proposed by Cr Lewis and seconded by Cr Baker that the Council thank Mr Ken Wright, the retiring Mayor, for his work during his term of office. Cr Myers, Leader of the Main Opposition Group, also spoke in support of the Motion.

RESOLVED to thank Mr Ken Wright, the retiring Mayor, for his work during his term of office.

The Mayor presented Mr Ken Wright 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 the retiring Mayor, Mr Ken Wright and Mrs Kim Wright, the retiring Mayoress.

Mr Ken Wright thanked the Council.

3. **APPOINTMENT OF DEPUTY MAYOR:** Proposed by Cr Lewis and seconded by Cr Baker that Cr Kenny be appointed Deputy Mayor of the Borough for the year 2006/2007.

RESOLVED that Cr Kenny be appointed Deputy Mayor of the Borough for the year 2006/2007 until his successor is entitled to act as Deputy Mayor.

Cr Kenny made the statutory Declaration of Acceptance of Office and thanked the Council for his appointment.

4. **BRENTWOOD BOROUGH COUNCIL ELECTIONS 4.5.2006:** The Council noted the report of the CE&TC on the summary of election results appended to these Minutes.  
\*[CE&TC-McLintock]\*

5. **POLITICAL GROUPS ON THE COUNCIL:** The CE&TC reported receipt of the following Notices under the Local Government and Housing Act 1989 (Local Government (Committees and Political Groups) Regulations 1990:-

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

<u>Name of Member</u>	<u>Political Group</u>
R S Quirk	Conservative Group
Mrs K A Sheehan	Conservative Group
K Parker	Conservative Group
Mrs L Golding	Conservative Group
Mrs J Monnickendam	Conservative Group
Mrs A Coe	Conservative Group
Mrs J I Pound	Conservative Group

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Notice of Change of Leader and Deputy Leader of Political Group

Deputy Leader of the Conservative Group	Cr Baker
Leader of Liberal Democrat Group	Cr Myers
Deputy Leader of Liberal Democrat Group	Cr Mrs Hubbard

\*[CE&TC-McLintock]\*

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

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

7. **CONSTITUTION OF THE COUNCIL:** The Council was asked to approve amendments to the Constitution detailed in the report regarding the Chairmanship of the Overview & Scrutiny Committee and Standing Order 29.3: Powers and Duties of Committees, Executive Panel and the Policy Board.

(i) **OVERVIEW & SCRUTINY COMMITTEE**

It was MOVED and SECONDED that the Constitution be amended as follows:

'The Overview and Scrutiny Committee shall be chaired by a member of one of the Opposition Groups on the Council and the appointment shall be made at Annual Council in accordance with the Overview and Scrutiny Procedure Rules.'

An amendment to replace the words 'a member of one of the Opposition Groups' with the words 'A nominee of the largest Opposition Group' was lost on show of hands.

A Member requisitioned pursuant to Standing Order 15.1 that voting on the original Motion be recorded. The Members present voted as follows:-

**FOR:** Cr Aspinell, Baker, Braid, Mrs Brehaut, Brown, Mrs Coe, Mrs Courage, Elphick, Faragher, Ms Golding, Hann, Hardy, Harrison, Mrs Henwood, Mrs Holmes, Mrs Hubbard, Kenny, Lee, Lewis, MacLellan, Mrs McGinley, Minns, Mrs Monnickendam, Miss Monnickendam, Myers, Parker, Payne, Mrs Pound, Quick, Mrs Roberts, Mrs Sheehan, Sleep, Straw, Tee and Wheatley (35)

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AGAINST: None

ABSTAINED: None.

The Motion was CARRIED UNANIMOUSLY and it was therefore RESOLVED accordingly.

- (ii) STANDING ORDER 29.3 : POWERS AND DUTIES OF COMMITTEES, EXECUTIVE PANELS AND THE POLICY BOARD RESOLVED that Standing Order 29.3 be amended as follows.

‘Notwithstanding the aforementioned it is declared that, in respect of any application for planning permission within the terms of reference of the Planning Development Control Committee, the Committee shall not have delegated power to deal with that application if any Ward Member for the Ward in which the application site is situated, before a decision is made, either at the meeting, or prior to the meeting in writing to the Chief Executive & Town Clerk, requests that the Committee makes a recommendation to the Council on that application.

\*[CE&TC-McLintock]\*

8. **APPOINTMENT OF POLICY 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 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 Board, Executive Panels and Committees. The report set out the calculation of the total entitlement of seats for each political group on the Policy Board, Executive Panels and Committees.

(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 Licensing/Appeals 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)

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RESOLVED:

1. To adopt the political balance proposal before the Council (appended).
2. To appoint the Policy Board, Executive Panel 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 Board

Membership 11 (Con 8, LD 2, Lab 1)

Conservative:

Crs Lewis, Baker, Faragher, Miss Monnickendam, Payne, Mrs Pound, Quirk, Sleep

Substitute Members: Crs MacLellan, Mrs Sheehan

Liberal Democrat:

Crs Myers, Brown

Substitute Member: Cr Mrs Hubbard

Labour:

Cr Minns

Substitute Member: Cr Elphick

Community Panel

Membership 11 (Con 8, LD 2, Lab 1)

Conservative:

Crs Kenny, Mrs Coe, Harrison, Hossack, Mrs McGinley, Quirk, Parker, Payne

Substitute Members: Crs Baker, Mrs Pound

Liberal Democrat:

Crs Mrs Hubbard, Straw

Substitute Member: Cr Brown

Labour:

Cr Elphick

Substitute Member: Cr Minns

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**Environment Panel**

Membership 11 (Con 8, LD 2, Lab 1)

**Conservative:**

Crs Sleep, Mrs Courage, Faragher, Ms Golding, Mrs Holmes, Mrs Monnickendam, Mrs Sheehan, Tee

Substitute Members: Crs Mrs Coe, Parker

**Liberal Democrat:**

Crs Wheatley, Straw

Substitute Member: Cr Aspinell

**Labour:**

Cr Hann

Substitute Member: Cr Minns

**Overview & Scrutiny Committee**

Membership 11 (Con 8, LD 2, Lab 1)

**Conservative:**

Crs Lee, Braid, Mrs Henwood, Hossack, MacLellan, Mrs Monnickendam, Mrs Sheehan, Tee

**Liberal Democrat:**

Crs Aspinell, Hardy

**Labour:**

Cr Elphick

**Planning Development Control Committee**

Membership 15 (Con 11, LD 3, Lab 1)

**Conservative:**

Crs Miss Monnickendam, Mrs Brehaut, Mrs Coe, Ms Golding, Good, Mrs Holmes, MacLellan, Mrs Monnickendam, Parker, Mrs Pound, Mrs Sheehan

Substitute Members: Crs Faragher, Mrs McGinley

**Liberal Democrat:**

Crs Mrs Hubbard, Brown, Myers

Substitute Member: Crs Hardy

**Labour:**

Cr Minns

Substitute Member: Cr Elphick

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Licensing/Appeals Committee

Membership 15 (Con 11, LD 3, Lab 1)

Conservative:

Crs Payne, Braid, Mrs Coe, Mrs Courage, Good, Harrison, Mrs Henwood, Lee, Parker, Mrs Pound, Mrs Roberts

Liberal Democrat:

Crs Hardy, Straw, Wheatley

Labour:

Cr Hann

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

Standards Committee

Membership 8 (2 Independent Members, 2 Parish Council Representatives, Borough Councillors, 2 Con, 1 LD, 1 Lab)

Independent Members - Mr R Horton  
Mr P Clements

Parish Council Representatives - Mr P Baggott  
Mr S Bradford

Borough Council Members

Conservative - Crs Baker, Lewis

Liberal Democrat - Cr Myers

Labour - Cr Minns

9. **STANDING GROUPS AND BOARDS:** RESOLVED to adopt the proposals set out below in relation to the appointment of the Standing Groups and Boards etc:-

(i) STAFF LOCAL AGREEMENT CONSULTATION FORUM  
Employer's Side (The Council)

Leader of the Council	:	Cr Lewis
Deputy Leader of the Council	:	Cr Baker
Majority Group Nominee	:	
Leader of Main Opposition Group	:	Cr Myers

(ii) PUBLIC INFORMATION PANEL  
Membership 3 (Con 2, LD 1)

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Conservative

Crs Lewis, Baker  
Reserve – Cr Mrs McGinley

Liberal Democrat

Cr Myers  
Reserve: Cr Hardy

(iii) INDEPENDENT REMUNERATION PANEL

Mr M Large  
Mrs J Duncombe  
Fr B White  
Mr E Nath

10. **APPOINTMENT OF CHAIRMAN AND VICE-CHAIRMAN OF THE POLICY BOARD, EXECUTIVE PANELS, COMMITTEES AND STANDING GROUPS, BOARDS ETC:** RESOLVED to adopt the following proposals in relation to the appointment of the Chairman and Vice-Chairman of Policy Board, Executive Panels, Committees and Standing Groups etc.

(i) POLICY BOARD

Chairman : Cr Lewis  
Vice-Chairman : Cr Baker

COMMUNITY PANEL

Chairman : Cr Kenny  
Vice-Chairman : Cr Quirk

ENVIRONMENT PANEL

Chairman : Cr Sleep  
Vice-Chairman : Cr Mrs Holmes

OVERVIEW & SCRUTINY COMMITTEE

Chairman : Cr Elphick  
Vice-Chairman : Cr Lee

PLANNING DEVELOPMENT CONTROL COMMITTEE

Chairman : Cr Miss Monnickendam  
Vice-Chairman : Cr Ms Golding



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**LICENSING/APPEALS COMMITTEE**

Chairman : Cr Payne  
Vice-Chairman : Cr Mrs Courage

(ii) **STANDING GROUPS AND BOARDS**

**Staff Local Agreement Consultation Forum**

Chairman : Leader of the Council

**Public Information Panel**

Chairman: : Cr Lewis  
E-Champion : Leader of the Council  
Enforcement  
Champion : Cr Mrs Holmes

**Crime & Disorder Partnership**

Chairman : Cr Kenny

11. **MEMBERS' ALLOWANCES 2006/2007:** A report had been circulated with the Agenda for meeting. Since publication of the report the Independent Remuneration Panel had considered Members' Allowances and had recommended that the present position regarding Members' allowances should continue unchanged for a further year.

The current Members' Allowances Scheme provided that Members' Allowances could be increased in line with the pay award agreed by the NJC (National Joint Council per Local Government Service). Provision had been included in the current year's budget to accommodate this increase (3%).

**RESOLVED:**

1. That with effect from 18.5.2006, the level of allowances shall be:
- |                               |                        |
|-------------------------------|------------------------|
| <b><u>Basic Allowance</u></b> | £6,427 (from £6,240)   |
| (Paid to all Members)         |                        |
| Chairman                      | £ 5,665 (from £ 5,500) |
| Vice-chairman                 | £ 1,030 (from £ 1,000) |
| Leader of the Council         | £12,092 (from £11,740) |
| Deputy Leader of the Council  | £ 8,879 (from £ 8,620) |
| Main Opposition Leader        | £ 5,665 (from £ 5,500) |
| Minority Opposition Leader    | £ 2,142 (from £ 2,080) |

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2. That the DoF be authorised to make adjustments pro rata during the year.

\*[CE&TC-McLintock, DoF-Keeble/Theobald]\*

12. **MEMORIALS OR PETITIONS:** There were none.

13. **QUESTIONS:** There were none.

14. **DAY AND HOUR OF MEETING:** RESOLVED to approve and adopt the Calendar of Meetings which had been circulated prior to the meeting.

\*[ATC-Horgan]\*

15. **APPOINTMENT OF REPRESENTATIVES ON OUTSIDE ORGANISATIONS:** RESOLVED to appoint the following persons as the Council's representatives 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>
Essex Local Government Association	(1)	Indefinite	-	Leader of the Council
Local Government Association	(1)	Indefinite	-	Leader of the Council
East of England Regional Assembly	(1)	May 2006	1	Leader of the Council
Brentwood & District Age Concern	(2)	May 2007	1	Crs Mrs Henwood and Straw
Brentwood Sports Council	(2)	May 2007	1	Cr Mrs Holmes Cr Mrs Sheehan
E. & W. Horndon Village Hall Committee	(2)	May 2007	1	Crs MacLellan and Ms Golding
Brentwood Arts Council	(1)	May 2007	1	Cr Mrs Brehaut

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<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>
Outlook Care	(1)	May 2007	1	Cr Derek Hardy
Ingrave Comm Assn.	(1)	May 2007	1	Cr Hann
Hutton Comm Assn.	(1)	May 2007	1	Cr Payne
Herongate Village Hall Man. Cttee	(1)	May 2007	1	Cr MacLellan
Three Arch Bridge Community Hall	(2)	May 2007	1	Cr Elphick and Minns
Brentwood Rugby Club Pavilion Man. Committee	(3)	May 2007	1	Crs Kenny, Lewis Payne
Brentwood Football Club Man Committee	(3)	May 2007	1	Crs Faragher, Kenny and Payne
Ingatestone & Fryerning Community Club	(1)	May 2007	1	Cr Sleep
National Society for Clean Air	(2)	May 2007	1	Crs Good, Kenny
Citizens Advice Bureau	(2)	May 2007	1	Cr Mrs Henwood and Mrs Holmes
Brentwood & Landkreis Roth Twinning Association 1979	(3)	May 2007	1	Crs Mrs Brehaut, Mrs Henwood, Myers (Mayor and Deputy Mayor of the Council are President and Deputy-President of the Association respectively)
Brentwood/Montbazon Town Twinning Association	(3)	May 2007	1	Crs Elphick, Mrs Henwood and Straw (Mayor and Deputy Mayor are President and Vice-President of the Association respectively)

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<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>
Brentwood Theatre Trust	(2)	May 2007	1	Crs Mrs Brehaut and Elphick
Police Community Consultative Committee	(1)	May 2007	1	Cr Kenny
Brentwood Horticultural Society Allotment Management Committee	(2)	May 2008	2	Crs Mrs Brehaut, Straw
Hutton Horticultural Society	(2)	May 2008	2	Crs Mrs McGinley and Payne
Access	(1)	May 2007	1	Cr Mrs Pound
Council for Voluntary Service	(2)	May 2007	1	Mayor and Cr Mrs Brehaut
Local Government Arts Forum	(1)	May 2007	1	Cr Mrs McGinley
Thames Chase Joint Committees	(3)	May 2007	1	Crs Harrison, Straw and Tee
Museums in Essex Committee	(1)	May 2007	1	Cr Minns
Youth Arts Partnership	(1)	May 2007	1	Cr Mrs McGinley
Brentwood Locality Strategy Group	(3)	May 2007	1	Crs Mrs McGinley, Mrs Sheehan
Town Centre Partnership Board	(1)	May 2007	1	Cr Lewis
Community Transport Partnership	(2)	May 2007	1	Cr Sleep Cr Mrs McGinley
SNAP (Board of Trustees)	(1)	May 2007	1	Cr Tee

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<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>
Essex Waste Management Joint Committee	(1)	May 2007	1	Cr Sleep Sub: Cr Mrs Courage
Basildon & Thurrock Hospitals Trust	(1)	May 2007	1	Cr Mrs Brehaut
County Commissioning Body for Supporting People		May 2007	1	Cr Mrs McGinley

(b) Representatives who need **NOT** 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>
Conservators of Shenfield Common	(6)	May 2007	1	Crs Elphick, Hann and Minns Mr P Franklin Mr A Grant Mr M Trett [Mr G P Green Chairman and nominee of Lord of the Manor]
Hartwood Golf Club	(2)	May 2007	1	Cr Mrs Brehaut and Mrs Holmes
Relate	(1)	May 2007	1	Cr Mrs McGinley
Council for the Protection of Rural England (Essex Branch Advisory Cttee)	(1)	May 2007	1	Mrs Henwood
South Weald Parish Hall	(2)	May 2007	1	Crs Mrs Coe and Mrs Holmes
Rural Community - Council of Essex	(1)	May 2006	1	Cr Braid

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**CHARITIES**

<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>
Brentwood Parochial	(2)	May 2010	4	Cr Mrs Brehaut, Good, Mrs Hubbard
South Weald Charities	(4)	May 2010	4	Cr Mrs Coe, Vicar of St Peters, Mr Ellenby

**SCHOOL & COLLEGE GOVERNORS:**

<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>
Brentwood St. Thomas C. of E.	(2)	Aug. 2007	1	Mr A Grant Mrs M McGeary
South Weald St. Peter's C. of E.	(1)	May 2007	1	Mr G Farrington
St. Joseph the Worker	(1)	May 2007	1	Mr J Harrison-Griffiths
St. Helen's R.C. Infants School	(1)	May 2007	1	Mrs A Chandler
Bentley C of E	(1)	May 2010	4	Mr Ewens

16. **RECONFIGURATION OF PRIMARY HEALTHCARE TRUSTS:** The Mayor had agreed to consider this item as urgent business pursuant to Section 100B(4)(b) Local Government Act 1972 in order that Members could be appraised of a recent decision on the re-configuration of the Primary Health Care Trusts in Essex.

Members were advised of the Secretary of State for Health's decision to approve the reconfiguration of the Primary Health Care Trusts to provide for five Primary Care Trusts to cover Essex.

While the Council's first preference had been to maintain the current arrangements, the 5 PCT option was the least worst of the options for

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Brentwood residents and was consistent with the majority of public views expressed during the SHA's consultation process..

\*[CE&TC-McLintock]\*

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