



Agenda

Ordinary Council

Wednesday, 7 October 2020 at 7.00 pm

Council Chamber, Town Hall, Ingrave Road, Brentwood, Essex CM15 8AY

Membership (Quorum – 10)

Cllrs Ms Sanders (Deputy Mayor), Aspinell, Barrett, Dr Barrett, Bridge, Chilvers, Clarke, J Cloke, S Cloke, Mrs Davies, Mrs Fulcher, Fryd, Haigh, Hirst, Mrs Hones, Hossack, Jakobsson, Keeble, Kendall, Kerlake, Laplain, Lewis, McCheyne, McLaren, Mrs McKinlay, Morrissey, Mynott, Naylor, Nolan, Parker, Mrs Pearson, Poppy, Mrs Pound, Reed, Tanner, Tierney and Tumbridge

Substitute Members

Cllrs

Agenda

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Live broadcast

[Live broadcast to start at 7pm](#)

Contents

1. Appointment of a Vice Chair
2. Apologies for Absence
3. Declarations of Interest
4. Mayors Announcements
5. Minutes of the previous meeting

MINUTES TO FOLLOW

6. Public Questions

7. Memorials or Petitions

8. Committee Chairs Reports and Members Questions

REPORT TO FOLLOW

9. Notice of Motion

10. Brentwood Leisure Centre - EXEMPT

REPORT TO FOLLOW

The report/appendices are confidential by virtue of the likely disclosure of information exempt under para. 1 and 3 of Part 1 to Schedule 12A to the Local Government Act 1972, namely information relating to any individual and information relating to the financial or business affairs of any particular person (including the Council).

11. Investment Proposal - EXEMPT

REPORT TO FOLLOW

The report/appendices are confidential by virtue of the likely disclosure of information exempt under para. 1 and 3 of Part 1 to Schedule 12A to the Local Government Act 1972, namely information relating to any individual and information relating to the financial or business affairs of any particular person (including the Council).

12. Urgent Business

An item of business may only be considered where the Chair is of the opinion that, by reason of special circumstances, which shall be specified in the Minutes, the item should be considered as a matter of urgency.

13. Exclusion of the Press and Public

That the public and press be excluded and the following item be considered in private session on the grounds that it involved the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972, namely information relating to the financial or business affairs of any particular person (including the authority holding that information).

A handwritten signature in black ink, reading "Jonathan Stephenson", is centered at the top of the page. The signature is written in a cursive style with a horizontal line crossing through the middle of the letters.

Jonathan Stephenson
Chief Executive

Town Hall
Brentwood, Essex
22.09.2020

Information for Members

Please note the changes in blue apply to remote meetings

Introduction

The Government has enacted The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020 no 392 (the Regulations) which came into force on the 4 April 2020 and will remain in force until the 7 May 2021.

The Council will hold Committee meetings remotely and enable the public to participate by streaming those meetings that are open to the public.

Only those Committee meetings where the public have a right to speak will the facility be available to enable them to participate where the technology is not available for them to exercise this right then their participation will be by written communication read out at the remote meeting.

Substitutes

The names of substitutes shall be announced at the start of the meeting by the Chair and the substitution shall cease at the end of the meeting.

Where substitution is permitted, substitutes for quasi judicial/regulatory committees must be drawn from Members who have received training in quasi- judicial/regulatory decision making. If a casual vacancy occurs on a quasi judicial/regulatory committee it will not be filled until the nominated member has been trained.

Rights to Attend and Speak

Any member may remotely attend any Committee to which these rules apply.

Any Members may attend any Committee to which these procedure rules apply.

A Member who is not a member of the Committee may speak at the meeting. The Member may speak at the Chair's discretion, it being the expectation that a Member will be allowed to speak on a ward matter.


Members requiring further information, or with specific questions, are asked to raise these with the appropriate officer at least two working days before the meeting.

Point of Order/ Personal explanation/ Point of Information

Point of Order	Personal Explanation	Point of Information or clarification
A member may raise a point of order at any time. The Mayor will hear them immediately. A point of order may only relate to an alleged breach of these Procedure Rules or the law. The Member must indicate the rule or law and the way in which they consider it has been broken. The ruling of the Mayor on the point of order will be final.	A member may make a personal explanation at any time. A personal explanation must relate to some material part of an earlier speech by the member which may appear to have been misunderstood in the present debate, or outside of the meeting. The ruling of the Mayor on the admissibility of a personal explanation will be final.	A point of information or clarification must relate to the matter being debated. If a Member wishes to raise a point of information, he/she must first seek the permission of the Mayor. The Member must specify the nature of the information he/she wishes to provide and its importance to the current debate, If the Mayor gives his/her permission, the Member will give the additional information succinctly. Points of Information or clarification should be used in exceptional circumstances and should not be used to interrupt other speakers or to make a further speech when he/she has already spoken during the debate. The ruling of the Mayor on the admissibility of a point of information or clarification will be final.

 Access to Information and Meetings

You have the right to **remotely** attend all meetings of the Council and Committees. You also have the right to see the agenda, which will be published no later than 5 working days before the meeting, and minutes once they are published. Dates of the meetings are available at www.brentwood.gov.uk.

 Guidelines on filming, photography, recording and use of social media at council and committee meetings

The Council will be holding remote Committee meetings and will make these accessible to the public remotely by being recorded and streamed. Whilst the Regulations apply the following paragraphs will not apply to the meetings of the Council.

The council welcomes the filming, photography, recording and use of social media at council and committee meetings as a means of reporting on its proceedings because it helps to make the council more transparent and accountable to its local communities.

Where members of the public use a laptop, tablet device, smart phone or similar devices to make recordings, these devices must be set to 'silent' mode to avoid interrupting proceedings of the council or committee.

If you wish to record the proceedings of a meeting and have any special requirements or are intending to bring in large equipment then please contact the Communications Team before the meeting.

The use of flash photography or additional lighting may be allowed provided it has been discussed prior to the meeting and agreement reached to ensure that it will not disrupt proceedings.

The Chair of the meeting may terminate or suspend filming, photography, recording and use of social media if any of these activities, in their opinion, are disrupting proceedings at the meeting.

 Private Session

Occasionally meetings will need to discuss some of its business in private. This can only happen on a limited range of issues, which are set by law. When a Committee does so, you will be asked to leave the meeting.

The Chair or Clerk to the Committee will disconnect all persons who should leave the meeting prior to continuing there will be a short break to ensure that this has happened.

 modern.gov app

View upcoming public committee documents on your Apple or Android device with the free modern.gov app.

  Access

The Council will provide remote access for public participation by the meeting be accessible.

There is wheelchair access to the meeting venue from the Main Entrance. If you do wish to attend this meeting, please contact the clerk should you have specific accessibility needs. There is an induction loop in the meeting room.

 Evacuation Procedures

This procedure does not apply whilst using remote meetings

Evacuate the building using the nearest available exit and congregate at the assembly point in the Car Park.

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Agenda Item 9

Committee: Ordinary Council	Date: 7 th October 2020
Subject: Notices of Motion	Wards Affected: All
Report of: Jean Sharp – Governance and Members Support Officer	Public
Report Author/s: Name: Jean Sharp - Governance and Members Support Officer Telephone: 01277 312655 E-mail: jean.sharp@brentwood.gov.uk	For Decision

Summary

Six Notices of Motion have been submitted in accordance with Rule 3 in Part 4.1 of the Constitution - Council Procedure Rules and are listed in order of the date received.

Motion 1 Received 21 08 20 @ 14:16 - deferred from 16th September 2020 Ordinary Council meeting.

Proposer Cllr Lewis

Seconder Cllr Aspinell

In February 2020 the National Audit Office said “Local authorities face potential investment risks from buying commercial property, such as in the event of an economic recession or a downturn in a particular economic sector, particularly where authorities are dependent on their rental income to keep up with debt repayments or fund local services”.

In the light of the National Audit Office concerns and the United Kingdom now being in severe economic recession, this Council resolves in order to understand the impact of the Council purchasing commercial property may have on the Council’s finances moving forward that members of the Council call upon the officers to undertake a full review into the risks, rewards and relationship between Brentwood Borough Council and its wholly-owned subsidiary company SAIL. A full report must be submitted to the Policy Resources and Economic Development Committee within three months of today’s date.

Motion 2 Received 26 08 20 @14:47 - deferred from 16th September 2020 Ordinary Council meeting.

Proposer Cllr Davies

Seconder Cllr Aspinell

There has been an increasing and widespread problem with drug taking and dealing from council properties. This illegal behaviour causes suffering and distress to residents and is detrimental to neighbourhoods in general.

This council requests officers take firm action when tenants have been found guilty of drug related offences, enforcing their tenancy agreements and seek eviction orders where appropriate. Also this council adopts a zero tolerance and will not tolerate drug related anti-social behaviour within our council properties.

Motion 3 agreed wording 26 08 20 @ 14.48 - deferred from 16th September 2020 Ordinary Council meeting.

Proposer Cllr Mynott

Seconder Cllr Aspinell

As a non-partisan national organisation with the best interests of local government at heart, the Local Government Association recently joined with fifteen other organisations imploring the government to keep the Planning system in England local. As reported in First magazine, 'In an open letter to the Telegraph, the LGA and partners warned that taking Planning powers away from communities and councils will only deprive them of the ability to define the area they live in and know best, and risks giving developers the freedom to "ride roughshod" over local areas'. Conservative Cllr James Jamieson, LGA chair, said 'Planning powers must remain at local level, to enable councils to deliver resilient, prosperous places that meet the needs of their communities'.

This Council resolves to ask that an official representation to central government, agreeing wholeheartedly with the LGA position, and expressing deep concern at (hence opposition to), threatened current moves to strip local authorities of their Planning powers be made by the appropriate officer(s) in consultation with the appropriate Councillors and Leader of this Council.

Motion 4 Received 17 09 20 @ 12:07

Proposer Cllr Poppy

Seconder Cllr Mrs Pearson

The Council are proposing to declare all existing Council owned allotment sites in the Borough as having statutory status, so they enjoy the legal protection provided by the Allotment Act 1925.

Motion 5 Received 17 09 20 @ 12:17

Proposer Cllr Hossack

Seconder Cllr Parker

Despite the absence of formal guidance in the form of the White Paper on Local Government reform, this Council declares that it would not wish to form part of any Unitary Authority area that exceeds a population of 400,000 residents thereby categorically ruling out the suggestion by some, that Brentwood would want to form part of a Mega-Council in South Essex of some 900,000 residents.

Furthermore, this Council resolves that should any meaningful, data driven proposals come forward that show Brentwood as part of a range of Unitary Council proposals,

that this Council will take a vote on the option that we believe works best for the residents of Brentwood.

Motion 6 Received 17 09 20 @ 17:47

Proposer Cllr Tumbridge

Secunder

This council calls on Essex County Council not to close or otherwise alter the use of Brentwood High Street unless this council formally requests it.

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Members Interests

Members of the Council must declare any pecuniary or non-pecuniary interests and the nature of the interest at the beginning of an agenda item and that, on declaring a pecuniary interest, they are required to leave the Chamber.

- **What are pecuniary interests?**

A person's pecuniary interests are their business interests (for example their employment trade, profession, contracts, or any company with which they are associated) and wider financial interests they might have (for example trust funds, investments, and asset including land and property).

- **Do I have any disclosable pecuniary interests?**

You have a disclosable pecuniary interest if you, your spouse or civil partner, or a person you are living with as a spouse or civil partner have a disclosable pecuniary interest set out in the Council's Members' Code of Conduct.

- **What does having a disclosable pecuniary interest stop me doing?**

If you are present at a meeting of your council or authority, of its executive or any committee of the executive, or any committee, sub-committee, joint committee, or joint sub-committee of your authority, and you have a disclosable pecuniary interest relating to any business that is or will be considered at the meeting, you must not :

- participate in any discussion of the business at the meeting, of if you become aware of your disclosable pecuniary interest during the meeting participate further in any discussion of the business or,
- participate in any vote or further vote taken on the matter at the meeting.

These prohibitions apply to any form of participation, including speaking as a member of the public.

- **Other Pecuniary Interests**

Other Pecuniary Interests are also set out in the Members' Code of Conduct and apply only to you as a Member.

If you have an Other Pecuniary Interest in an item of business on the agenda then you must disclose that interest and withdraw from the room while that business is being considered

- **Non-Pecuniary Interests**

Non –pecuniary interests are set out in the Council's Code of Conduct and apply to you as a Member and also to relevant persons where the decision might reasonably be regarded as affecting their wellbeing.

A 'relevant person' is your spouse or civil partner, or a person you are living with as a spouse or civil partner

If you have a non-pecuniary interest in any business of the Authority and you are present at a meeting of the Authority at which the business is considered, you must disclose to that meeting the existence and nature of that interest whether or not such interest is registered on your Register of Interests or for which you have made a pending notification.

Ordinary Council Terms of Reference

General Powers of Council

The Council is the ultimate decision making body of Brentwood Borough Council and the principal forum for major political debate. All 37 Councillors who have been elected to represent the borough attend the Council meeting.

The Council decides the overall objectives, major policies and financial strategies of the Council. It also considers recommendations from the Scrutiny and Regulatory Committees on issues of significance.

Through the Constitution, it delegates responsibility for carrying out many of the Borough Council's functions and policies to its committees. It also agrees the membership of the committees/sub-committees.

Only the Council will exercise the following functions:-

- (a) adopting and approving changes to the Constitution;
- (b) adopting and amending Contract Standing Orders and Financial Regulations;
- (c) agreeing and/or amending the terms of reference for committees and any joint committees, deciding on their composition chairmanship and making initial appointments to them;
- (d) appointing representatives to outside bodies and consultative groups unless the appointment has been delegated by the Council;
- (e) adopting and amending a members' allowances scheme under Chapter 6;
- (f) to elect the Leader and Deputy Leader of the Council;
- (g) to designate the Chairs and Vice Chairs of the Council;
- (h) adoption of the Code of Conduct for Members;
- (i) electoral and ceremonial matters relevant to the Council
- (j) changing the name of the area, conferring the title of honorary alderman or freedom of the borough;
- (k) setting the Council's Budget and Council Tax;
- (l) approving the making of a virement or payment from the Council's reserves for values exceeding £200,000;

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