

THE DISTRICT COUNCIL OF TANDRIDGE

Minutes of the Annual Meeting of the Council held in the Council Chamber, Council Offices, Station Road East, Oxted on Thursday the 28th May 2015 at 7.30 p.m.

PRESENT: Councillors Ainsworth, Bond, Mrs. Bradbury, Cannon, Caudle, Childs, Compton, Mrs. Connolly, Cooley, Cooper, Duck, Mrs. Dunbar, Elias, Gosling, Harwood, Mrs. Ingham, Keymer, Lee, Mrs. Lockwood, Manley, Mrs. Marks, Morrow, Mrs. Parker, Pursehouse, Stead, Mrs. Steeds, Mrs. Thorn, Turner, Mrs. Vickers, Mrs. Webster, Weightman, Mrs. Whittle and Mrs. Young.

The meeting was preceded with a prayer read by the Bishop Mark Nicholson, Senior Pastor of Acts Christian Ministry.

1. VOTE OF THANKS TO THE RETIRING CHAIRMAN OF THE COUNCIL

Councillor Mrs. Parker, the retiring Chairman, reflected on her year in office and expressed appreciation for the support she had received. The Council passed a vote of thanks to Councillor Mrs. Parker in response.

2. ELECTION OF THE CHAIRMAN OF THE COUNCIL FOR 2015/16

The Council proceeded with the election of a Chairman for 2015/16. Councillor Mrs. Thorn was nominated. There were no other nominations.

RESOLVED – that Councillor Mrs. Thorn be elected Chairman for the ensuing year.

Councillor Mrs. Thorn, having made the statutory Declaration of Acceptance of Office, presented Councillor Mrs. Parker with a shield of the Coat of Arms of the District and a Past Chairman's badge. She then took the Chair and expressed thanks for the honour conferred upon her.

3. APPOINTMENT OF THE VICE-CHAIRMAN OF THE COUNCIL FOR 2015/16

The Council proceeded with the appointment of a Vice-Chairman for 2015/16. Councillor Cannon was nominated. There were no other nominations.

RESOLVED – that Councillor Cannon be appointed Vice-Chairman for the ensuing year.

Councillor Cannon, having made the Statutory Declaration of Acceptance of Office, expressed thanks for his appointment.

4. MINUTES

The Minutes of the Council meeting held on the 23rd April 2015 were confirmed and signed by the Chairman.

5. CHAIRMAN'S ANNOUNCEMENTS

(i) Councillors Lee, Mrs. Lockwood and Manley

The Chairman welcomed Councillors Mrs. Lockwood and Manley to their first Council meeting following the District Elections on the 7th May. She also welcomed Councillor Lee to the start of his second term on the Council following the Whyteleafe by-election on the 1st April.

(ii) Planning Training

Members were reminded that a training session on the planning process had been arranged for Thursday, 4th June at 5.45pm in the Council Chamber. All Councillors were invited, although the training was mandatory for those serving on the Planning and Planning Policy Committees. Any Members of those Committees who were unable to make that date were asked to make alternative arrangements with the Chief Planning Officer.

(iii) Garden Party

The Chairman confirmed that her Garden Party would take place on Sunday, 5th July at Coltsford Mill, Oxted from noon.

6. REPORTS OF COMMITTEES

RESOLVED – that the reports of the following Committees be received:

Overview & Scrutiny Committee – 14th April 2015

Planning Committee – 30th April 2015

7. MEMBERS' ATTENDANCES 2014/15

In accordance with Standing Order No. 26, a list of Members' attendances at Council, Committee and Sub-Committee meetings for the previous year had been circulated with the agenda.

RESOLVED – that the list be received.

8. DISTRICT COUNCIL ELECTIONS

A report on the elections held on the 1st April (Whyteleafe By-Election) and 7th May (scheduled elections in fourteen other Wards) had been circulated with the Council agenda.

RESOLVED – that the report be received.

9. COMMITTEE MEMBERSHIP 2015/16

The Council was required to determine its Committees for 2015/16 in accordance with the Local Government and Housing Act 1989. A list of proposed Committees (including membership details) was circulated for this purpose.

*** **RESOLVED** - that the Committees be constituted in accordance with Appendix 'A' to these minutes.

10. TIMETABLE OF MEETINGS FOR 2015/16

*** **RESOLVED** – that the timetable of meetings for 2015/16, attached at Appendix 'B' to these minutes, be adopted.

11. APPOINTMENTS TO OUTSIDE BODIES 2015/16

*** **RESOLVED** – that the appointments to outside bodies, attached at Appendix 'C' to these minutes, be agreed.

12. ANNUAL POLICY STATEMENT

In accordance with Standing Order No 6 (2), Councillor Keymer, in his capacity as Leader of the Administration, made a Policy Statement covering the next Municipal Year.

Councillor Pursehouse responded as the Leader of the Liberal Democrat Group.

Rising: 8.38 p.m.

APPENDIX 'A'

APPENDIX 'A'

COMMITTEES 2015/16

COMMUNITY SERVICES – 10

- Conservatives - Councillors Cannon, Childs, Duck, Elias, Gascoigne, Mrs. Steer, Wates and Mrs. Young.
- Liberal Democrats - Councillors Gosling and Turner.

HOUSING – 10

- Conservatives - Councillors Ainsworth, Mrs. Bradbury, Childs, Mrs. Connolly, Jones, Mrs. Parker, Mrs. Vickers and Mrs. Whittle.
- Liberal Democrat - Councillor Morrow.
- Independent - Councillor Allen.

LICENSING - 9

- Conservatives - Councillors Mrs. Bradbury, Cooley, Harwood, Mrs. Ingham, Jones, Mrs. Parker and Mrs. Thorn
- Liberal Democrats - Councillors Caudle and Turner.

OVERVIEW & SCRUTINY - 6

- Conservatives - Councillors Compton, Elias, Mrs. Marks, Perkins and Mrs. Webster.
- Liberal Democrat - Councillor Gosling.

PLANNING – 10

- Conservatives - Councillors Mrs. Black, Bond, Cannon, Mrs. Dunbar, Harwood, Mrs. Ingham, Mrs. Lockwood, Stead and Weightman.
- Liberal Democrat - Councillor Morrow.

PLANNING POLICY – 10

- Conservative - Councillors Mrs. Black, Bond, Cooley, Harwood, Manley, Pannett, Mrs. Steeds, Mrs. Vickers and Weightman.
- Liberal Democrat - Councillor Caudle.

RESOURCES – 11

- Conservatives - Councillors Ainsworth, Compton, Cooley, Cooper, Fisher, Pannett, Stead, Mrs. Steeds and Mrs. Webster.
- Liberal Democrats - Councillors Lee and Pursehouse.

STANDARDS – 7 (including two co-opted Parish Councillors and an Independent)

- Conservatives - Councillors Mrs. Parker, Perkins and Mrs. Whittle.
- Liberal Democrat - Councillor Pursehouse.

Co-opted Members (non-voting):

Parish Councillor Bevan Hubery (one other Parish Councillor position is vacant); and
Shaun Mundy, Independent Person (appointed until the end of the 2015/16 Municipal Year)

APPENDIX 'B'

TIMETABLE OF MEETINGS 2015/16

APPENDIX 'B'

MAY 2015	JUNE 2015	JULY 2015	AUGUST 2015	SEPT 2015	OCT 2015	NOV 2015	DEC 2015
1F	1M	1W	1S	1T	1T P	1S	1T CS ⁸
2S	2T	2T P	2S	2W	2F	2M	2W
3S	3W	3F	3M	3T P ⁷	3S	3T O&S ¹	3T
4M BH	4T P	4S	4T	4F	4S	4W	4F
5T	5F	5S	5W	5S	5M	5T R	5S
6W	6S	6M	6T	6S	6T	6F	6S
7T Elections	7S	7T	7F	7M	7W	7S	7M
8F	8M	8W	8S	8T CS ⁸	8T	8S	8T
9S	9T PP ⁸	9T	9S	9W	9F	9M	9W
10S	10W	10F	10M	10T H	10S	10T	10T PP
11M	11T CS	11S	11T	11F	11S	11W	11F
12T	12F	12S	12W	12S	12M	12T	12S
13W	13S	13M	13T	13S	13T	13F	13S
14T	14S	14T	14F	14M	14W	14S	14M
15F	15M	15W	15S	15T	15T	15S	15T
16S	16T	16T C ²	16S	16W	16F	16M	16W
17S	17W	17F	17M	17T PP	17S	17T	17T P ⁷
18M	18T H	18S	18T	18F	18S	18W	18F
19T	19F	19S	19W	19S	19M	19T C	19S
20W	20S	20M	20T	20S	20T	20F	20S
21T	21S	21T	21F	21M	21W	21S	21M
22F	22M	22W	22S	22T	22T	22S	22T
23S	23T	23T	23S	23W	23F	23M	23W
24S	24W	24F	24M	24T R ³	24S	24T H ⁸	24T
25M BH	25T PP	25S	25T	25F	25S	25W	25F BH
26T	26F	26S	26W	26S	26M	26T P ⁷	26S
27W	27S	27M	27T	27S	27T	27F	27S
28T AC	28S	28T O&S ¹	28F	28M	28W	28S	28M BH
29F	29M	29W	29S	29T O&S ¹	29T P	29S	29T
30S	30T R ⁸	30T P ⁷	30S	30W	30F	30M	30W
31S		31F	31M BH		31S		31T

JAN 2016	FEB 2016	MAR 2016	APR 2016	MAY 2016
1F BH	1M	1T	1F	1S
2S	2T	2W	2S	2M BH
3S	3W	3T CS	3S	3T
4M	4T	4F	4M	4W
5T	5F	5S	5T	5T Elections
6W	6S	6S	6W	6F
7T	7S	7M	7T P ⁷	7S
8F	8M	8T H ⁸	8F	8S
9S	9T R ⁶	9W	9S	9M
10S	10W P ⁸	10T P	10S	10T
11M	11T C ⁶	11F	11M	11W
12T	12F	12S	12T O&S ¹	12T
13W	13S	13S	13W	13F
14T P	14S	14M	14T	14S
15F	15M	15T	15F	15S
16S	16T	16W	16S	16M
17S	17W	17T PP	17S	17T
18M CS ⁵	18T	18F	18M	18W
19T H ⁵	19F	19S	19T	19T
20W PP ⁵	20S	20S	20W	20F
21T R ⁵	21S	21M	21T C	21S
22F	22M	22T R ⁸	22F	22S
23S	23T	23W	23S	23M
24S	24W	24T	24S	24T
25M	25T	25F BH	25M	25W
26T O&S ¹	26F	26S	26T	26T AC
27W	27S	27S	27W	27F
28T	28S	28M BH	28T P ⁷	28S
29F	29M	29T	29F	29S
30S		30W	30S	30M BH
31S		31T		31T

KEY TO CODING

- AC Annual Council
- BH Bank Holiday
- C Council
- CS Community Services Committee
- H Housing Committee
- OS Overview & Scrutiny Committee
- P Planning Committee
- PP Planning Policy Committee
- R Resources Committee

NOTES

1. O&S Committees in late July 2015, early November 2015 and late January 2016 to enable consideration of performance monitoring for the full Quarters 1,2 and 3 respectively. The O&S on 12th April 2016 is as late as possible and should enable monitoring information to be submitted for the first 2 months of Quarter 4. There will still be an O&S meeting at the end of September 2015 (29th) to consider the 'ISA 260' audit of the Council's accounts.
2. Council in July 2015 a week earlier (16th) to avoid school holidays.
3. Resources on the 24th September 2015 to consider the Final Accounts for 2014/15.
4. No Council meeting in January 2016.
5. The 'budget meetings' of the four Policy Committees in January 2016 will begin with Community Services (Monday, 18th) and end with Resources (Thursday, 21st).
6. Resources and Council meetings in February 2016 to consider final budgets and Council Tax levels for 2016/17. These have both been programmed for the week of the 8th Feb (i.e. on the Tuesday and Thursday) to avoid the following week's school holidays.
7. Irregular Planning Committee cycles:
 - 5 weeks between the 30th July and 3rd September meetings due to the August recess;
 - 3 weeks between the 26th Nov and 17th Dec 2015 meetings due to Christmas;
 - 3 weeks between the 7th April and 28th April 2016. The latter meeting is as late as possible in the 15/16 Municipal Year to avoid an excessively lengthy gap before the first meeting of 16/17 (likely to be 2nd June 2016)
8. Other meetings on 'non-Thursdays' (apart from O&S):
 - an additional Planning Policy on Tuesday 9th June 2015 (recently arranged)
 - Resources on Tuesday 30th June 2015 to fit in before the earlier Council meeting (note 2 refers)
 - Community Services on Tuesday 8th September 2015
 - Housing on Tuesday 24th November 2015
 - Community Services on Tuesday 1st December 2015
 - Planning on Wednesday 10th February 2016 to accommodate the Council budget setting meeting on the following evening (note 6 refers)
 - Housing on Tuesday 8th March 2016
 - Resources on Tuesday 22nd March 2016 to avoid Maundy Thursday and school holidays

APPOINTMENTS TO OUTSIDE BODIES 2015/16

NOTES: Unless otherwise stated:

- all appointments are until the 31st May 2016;
- nominations are for Councillors or Honorary Aldermen.

Category 2(i) of the Outside Bodies Protocol - 'To represent the Council on joint local authority bodies/consortia'

	BODY	NOMINATIONS FOR 2015/16
1	BIGGIN HILL AIRPORT CONSULTATIVE COMMITTEE	Weightman Substitute: Allen
2	COAST TO CAPITAL JOINT COMMITTEE	Keymer
3	COAST TO CAPITAL LOCAL ECONOMIC PARTNERSHIP FORUM	Keymer Substitute: Elias
4	COUNTRYSIDE PARTNERSHIP BOARD	Cooley
5	DOWNLANDS PARTNERSHIP LIAISON GROUP	Turner
6	EAST SURREY COMMUNITY SAFETY PARTNERSHIP	Mrs. Whittle
7	GATWICK AIRPORT CONSULTATIVE COMMITTEE	Harwood Substitute: Mrs Steeds
8	GATWICK AIRPORT JOINT LOCAL AUTHORITY MEETING	Harwood and Mrs Steeds
8	HIGH WEALD AREA OF OUTSTANDING NATURAL BEAUTY	Mrs Dunbar
9	LOCAL GOVERNMENT ASSOCIATION – ASSEMBLY	Keymer Substitute: Elias
10	REDHILL AERODROME CONSULTATIVE COMMITTEE	Mrs. Vickers Substitute: Elias
11	SOUTH EAST EMPLOYERS' ASSOCIATION	Fisher Substitute: Stead
12	SOUTH EAST ENGLAND COUNCILS	Keymer Substitute: Elias
13	SURREY ENERGY AND SUSTAINABILITY PARTNERSHIP	Weightman
14	SURREY COUNTY PLAYING FIELDS ASSOCIATION	Cannon

	BODY	NOMINATIONS FOR 2015/16
15	SURREY HILLS AONB PARTNERSHIP	Mrs. Dunbar and Turner
16	SURREY LEADERS' GROUP	Keymer Substitute: Elias
17	SURREY MUSEUMS CONSULTATIVE COMMITTEE	Mrs Webster Substitute: Mrs. Connolly
18	SURREY POLICE & CRIME PANEL	Harwood
19	SURREY RURAL PARTNERSHIP	Weightman
20	SURREY WASTE PARTNERSHIP	Childs
21	TANDRIDGE HEALTH AND WELL BEING BOARD	Manley Mrs. Whittle
22	THAMESLINK CONSORTIUM	Harwood
23	UPPER MEDWAY INTERNAL DRAINAGE BOARD (3 year term to 31 st May 2018)	Cooley

Category 2(ii) of the Protocol - to represent the Council by attending meetings of external bodies in a purely advisory capacity to observe proceedings; and/or facilitate information exchange whilst promoting the interests of the Council as opposed to the body

	BODY	NOMINATIONS FOR 2015/16
24	ADVISORY COMMITTEE OF THE TANDRIDGE CARE & REPAIR AGENCY	Mrs. Parker
25	AGE CONCERN (OXTED & LIMPSFIELD)	Mrs. Parker
26	BLANCHMANS FARM NATURE RESERVE COMMITTEE	Mrs. Steer
27	BLINDLEY HEATH LIAISON GROUP	Mrs. Thorn
28	CITIZENS ADVICE BUREAU Caterham & Warlingham	Mrs. Ingham and Stead
29	CITIZENS ADVICE BUREAU Oxted	Compton and Weightman
30	DE STAFFORD SPORTS CENTRE JOINT LIAISON COMMITTEE	Mrs. Bradbury, Mrs. Connolly and Gosling

	BODY	NOMINATIONS FOR 2015/16
31	DOUGLAS BRUNTON CENTRE STEERING COMMITTEE	Duck, Stead and Mrs. Webster
32	EAST SURREY DIAL-A-RIDE	Mrs. Webster
33	EAST SURREY MUSEUM	Mrs. Connolly and Mrs. Webster
34	HURST GREEN COMMUNITY ASSOCIATION	Ainsworth and Compton
35	LIMPSFIELD COMMON ADVISORY COMMITTEE	Mrs. Dunbar
36	LINGFIELD COMMUNITY WILDLIFE AREA MANAGEMENT COMMITTEE	Perkins
37	LINGFIELD & DORMANSLAND COMMUNITY CARE ASSOCIATION	Perkins
	SPORTS ASSOCIATIONS:	
38	Bletchingley	Black
39	Felbridge	Harwood
40	Holland	Compton
41	Lingfield	Perkins
42	Smallfield	Bond
43	South Godstone	Childs
44	Warlingham (Club)	Morrow
45	TANDRIDGE ACCESS GROUP	Perkins and Wates
46	TANDRIDGE VOLUNTARY SERVICE COUNCIL	Jones

Category 2(ii) of the Protocol - as executive members of external bodies (e.g. a director/trustee/ voting member of a Management Committee) with an obligation to act in the best interests of the body concerned whilst conducting its business.

	BODY	NOMINATIONS 2015/16
47	Caterham Community Association	Duck
48	Caterham Community Partnership	Duck
49	Mrs. Henrietta Frances Le Personne Benevolent Trust (4 year term to May 2019)	Cannon
50	Warlingham Church Hall (Director)	Cooley

Other Tandridge bodies:

	BODY	NOMINATIONS 2015/16
51	Staffing: Tandridge Joint Consultative Meeting	Mrs Black, Elias, Fisher, Keymer Pursehouse and Mrs. Whittle

Nominations to the Surrey Leaders' Group:

(Actual appointments to be determined by the Surrey Leaders' Group in June 2015)

	Body / Description	Nominations 2015/16
52	Surrey Pension Fund Board	Elias
53	Surrey Civilian Military Partnership Board	Cannon