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## ELMBRIDGE BOROUGH COUNCIL

MINUTES of PROCEEDINGS at the ANNUAL MEETING of the COUNCIL  
held on Wednesday, 17 May 2017

Members of the Council:

\* Rachael I. Lake (Mayor)

\* Mrs. S.R. Kapadia (Deputy Mayor)

* Ms. R. Ahmed	* V.G. Eldridge	* Mrs. D.M. Mitchell
* D.J. Archer	* Mrs. C. Elmer	* A.M. Muddyman
* M. Axton	* B. Fairbank	* T.G. Oliver
* M.J. Bennison	* M.J. Freeman	* A.R. Palmer
* Tricia W. Bland	* S.J. Foale	* T. Popham
* L.J. Brown	* R. Green	* Mrs. K. Randolph
* J. Browne	* N. Haig-Brown	* I. Regan
* A.P. Burley	* P.M. Harman	* C.R. Sadler
* O.T. Chappell	* P.R.C. Heaney	* S.J. Selleck
* B.J.F. Cheyne	* Mrs. A.E. Hill	* Mrs. M.C. Sheldon
* A. Coomes	* N. Houston	* Mrs. T. Shipley
* Mrs. C.J. Cross	* M.F. Howard	* Mrs. J.R. Turner
* K. Cross	* A. Kelly	* J.A. Vickers
* A. Davis	* A.H. Kopitko	* G.L. Woolgar
* G.P. Dearlove	* Mrs. R.J.M. Lyon	
* I. Donaldson	* Mrs. M. Marshall	

\* Denotes attendance

### 1/17 DECLARATIONS OF INTEREST

There were no declarations of interest.

### 2/17 RETIRING MAYOR'S REMARKS

Mrs. Shipley, retiring Mayor began by commenting that her Mayoral year had gone very quickly. She recalled Members putting their faith and trust in her and had been a little daunted at taking on this role. The whole experience however, had been so gratifying and a privilege.

The Mayor and her Consort had enjoyed their year immensely, and had been welcomed by so many people when attending functions and engagements. It had been hard work but extremely rewarding and had provided the opportunity to visit places that they would not have otherwise had the opportunity to visit. It had been a pleasure to meet so many people, many of whom were from the voluntary sector and who had given their time to serve Elmbridge residents.

The Civic Reception had been extremely well attended and had provided the opportunity to thank the many individuals, groups and organisations that had helped and supported the Mayor during her Mayoral Year.

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Thanks were extended to Members for attending and supporting so many events; the Deputy Mayor and Consort, who had also attended a variety of engagements over the past year; and to Reverend Phillip Johnson who officiated at the Civic Service, Holocaust Day and Flag raising services, as well as saying prayers prior to the Council meetings. Thanks were also extended to Reverend Jackie Richardson for officiating at functions when Reverend Johnson had been unavailable.

The Mayor extended thanks to Council Officers who had also been so helpful in a variety of ways, and acknowledged the huge efforts made to raise funds in support of her two Charities this year. Particular thanks were extended to Mr. Robert Moran, Chief Executive; Ms. Beverley Greenstein, Head of Democratic Services and the Democratic Services Team, for their guidance and support throughout the year. The Mayor gave a special acknowledgement to Mrs. Derrin Gill, Mayor's Secretary and Mr. Ken Weaver, Mayor's Chauffeur & Macebearer for their hard work, dedication and support in facilitating her attendance at the extensive number of engagements throughout the year.

The Mayor also extended thanks to her husband and Consort, Nigel, who had been her 'rock' throughout her Mayoral Year, attending most of the events alongside her; and her daughters, Emma and Charlotte who had been extremely supportive. It had been a truly memorable year and a privilege to serve the Borough as Mayor of Elmbridge.

The Mayor had chosen to support two local charities this year, CHEER and Elmbridge Community Link. The work these two charities carried out in the community was outstanding. Thanks were extended to everyone who had contributed to the charities and she was delighted to announce that, during the year, in excess of £34,200 had been raised for her Charities.

A vote of thanks was proposed by S.J. Selleck, seconded by A. Davis and supported by T.G. Oliver and Mrs. J.R. Turner, and it was unanimously

RESOLVED that the Council places on record its sincere appreciation to Mrs. T. Shipley and Mr. N. Shipley, the Mayor and Consort, for the very able way they had enhanced the Mayoralty during their year in office.

### 3/17 ELECTION OF MAYOR FOR 2017/18

It was proposed by Mrs. D.M. Mitchell, seconded by A. Kelly and

RESOLVED that Rachael I Lake be elected Mayor for the Municipal Year 2017/18.

(Rachael I Lake thereupon signed her Declaration of Acceptance of Office.)

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#### 4/17 ADJOURNMENT OF MEETING

The meeting was adjourned for a few minutes to enable the newly-elected Mayor to don the robe and Chain of Office.

#### 5/17 MAYOR'S ANNOUNCEMENTS

The newly elected Mayor, Rachael I Lake, began by thanking Councillors Mrs. D.M. Mitchell and A. Kelly for proposing her, and also thanked fellow Councillors for accepting and agreeing the proposals.

The Mayor and her Consort, Mr. Ian Lake, were immensely proud to represent the Borough and would endeavour to maintain the high levels of prestige and standards of previous Mayors in their efforts throughout the year.

Thanks were extended to her friends and family for their well-wishes and to the retiring Mayor and Consort, Mrs. T. Shipley and Mr. N. Shipley, with whom it had been a pleasure to work.

The Mayor had given a great deal of thought to choosing her Charity and was pleased to announce that her Charity for the year was Oasis Childcare.

Oasis Childcare had been assisting vulnerable children in need and their families in the Elmbridge area for the last 21 years. Oasis worked closely with the family unit as a whole, together with schools, GPs and Social Services, with the aim of keeping vulnerable children out of the social care system and with their own families. Oasis had a very strong record of accomplishment, providing services for families in crisis and for implementing preventative services to stop families going into crisis.

Oasis's strapline was simply 'Touching Peoples Lives', a sentiment that the Mayor believed was an integral part that all those in local organisations sought to achieve.

The Mayor thanked Reverend Jonny Blair from St. Mary's Church in Walton, for agreeing to officiate at her Civic Service. The Mayor indicated that, throughout the year, she would be inviting representatives from a variety of faiths to lead services, in support of a multi-faith approach, which was in recognition of the diverse communities across the Borough.

The Charity Launch would be taking place on 18 May 2017 and thanks were extended to Mercedes-Benz World for kindly agreeing to host the event. Thanks were also extended to Mrs. D.M. Mitchell, who had agreed to assist the Mayor with various promotional activities throughout the year.

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The Mayor outlined some forthcoming events during her Mayoral year, namely:

- The Civic Service at St. Mary's Walton on 2 July;
- The Community Raceday at Sandown including the Pantomime Horse Race would be taking place on 27 July;
- A Ladies Lunch would be taking place at Woodlands Park later in the year;
- The Mayor's Christmas Charity Ball on 2 December 2017 at Sandown Park; and
- A Charity Golf Day would be taking place on 9 April 2018.

Details of other forthcoming events throughout the year would be circulated to all Members in due course by the Mayor's Secretary.

**6/17 RETIRING MAYOR**

The Mayor presented the retiring Mayor, Mrs. T. Shipley and Consort, Mr. N. Shipley with badges as a permanent reminder of the Council's appreciation of their work during the past year.

**7/17 APPOINTMENT OF DEPUTY MAYOR FOR 2017/18**

It was proposed by B. Fairbank, seconded by N. Houston and

RESOLVED that Mrs. Shweta Kapadia be appointed Deputy Mayor for the Municipal Year 2017/18.

(Mrs. Shweta Kapadia thereupon signed her Declaration of Acceptance of Office and thanked the Council for her appointment.)

**8/17 APPOINTMENT OF DEPUTY LEADER OF THE COUNCIL**

The Leader of the Council, S.J. Selleck confirmed that A. Davis would continue as Deputy Leader of the Council.

RESOLVED that confirmation of the ongoing appointment be noted.

**9/17 MEMBERSHIP OF THE CABINET AND ALLOCATION OF PORTFOLIOS**

Members had before them the membership of the Cabinet and allocation of Portfolios. The Leader of the Council, S.J. Selleck confirmed that there were no changes to either the membership of the Cabinet or the allocation of Portfolios for 2017/18.

RESOLVED that confirmation of the ongoing appointments be noted.

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#### 10/17 NOTIFICATION OF A CHANGE IN POLITICAL GROUPS

The Council considered a report regarding the notification of a change in Political Groups.

RESOLVED that

- (a) the revised Political Groups in place following receipt of a notification of the change, be noted; and
- (b) it be noted that the implications of the recalculation of the entitlements to seats, based on the revised Political Groups, was as set out elsewhere on the agenda.

#### 11/17 APPOINTMENT OF COMMITTEES ETC. FOR 2017/18

Members considered a report by the Head of Democratic Services in respect of the allocation of Members to seats on Committees etc., for 2017/18, in accordance with the requirements of the Local Government (Committees and Political Groups) Regulations 1990.

RESOLVED that

- (a) for the purposes of Regulations made under the Local Government and Housing Act 1989, it be noted that Members of the Council had formed themselves into Political Groups with the numbers of Members as follows: Conservative – 21; Residents' Associations – 16; Liberal Democrats – 8; Hinchley Wood Residents' Association – 2; and Ungrouped Member – 1, and that under those Regulations, the sizes of the Groups be used as the basis for determining Group entitlements to seats on Committees etc.;
- (b) the Committees etc. be constituted as set out in the report and the entitlements of seats for each Political Group as shown, be confirmed;
- (c) for the reasons set out in the report, a 16 seat Planning Committee be established for the 2017/18 Municipal Year;
- (d) for the reasons set out in the report, a 13 seat Overview and Scrutiny Committee be established for the 2017/18 Municipal Year;
- (e) for the reasons set out in the report, a 14 seat Licensing Committee (in order to comply with the provisions of the Licensing Act 2003) be established for the 2017/18 Municipal Year;
- (f) for the reasons set out in the report, a 6 seat Appointments Sub-Committee be established for the 2017/18 Municipal Year;

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- (g) an Audit and Standards Committee of 6 Members be established for the 2017/18 Municipal Year and the ongoing appointment of two co-opted members, alongside one Member of the Claygate Parish Council as a Parish Council appointee, be confirmed;
- (h) the entitlements of seats on the Area Planning Sub-Committees be confirmed and for the reasons outlined in the report:
  - i. an East Area Planning Sub-Committee comprising 9 seats be established for the 2017/18 Municipal Year;
  - ii. a North Area Planning Sub-Committee comprising 13 seats be established for the 2017/18 Municipal Year; and
  - iii. a South Area Planning Sub-Committee comprising 12 seats be established for the 2017/18 Municipal Year;
- (i) it be noted that 6 Local Area Spending Boards would continue to be constituted for: Cobham, Oxshott, Stoke D'Abernon and Downside; East and West Molesey; Esher and Hersham; Long Ditton, Thames Ditton, Hinchley Wood and Weston Green; Walton-On-Thames; and Weybridge, and that they would continue to be advisory bodies making recommendations to the Cabinet; and
- (j) the following resolution (previously made at its Annual Meeting in May, 1994) be noted:

”Subject to the Council’s Constitution and within the overall allocations of seats to political groups on Committees, Sub-Committees or other internal bodies as may be agreed from time to time by the Council, written notification to the Chief Executive by a Group Leader or Deputy Group Leader of the appointment on any such body of a Member of his or her Group, or of the substitution of a Member for another Member of the same Group, shall be regarded as sufficient authority for that appointment or substitution to be made and the appointment or substitution shall be deemed to have been made by the Council.”

Based on resolutions (b), (c), (d), (e), (f), (g) and (h) above, the lists, which were circulated for information indicating the names of Members chosen by their respective Groups to serve on the Committees etc., were noted.

## 12/17 APPOINTMENTS AND NOMINATIONS TO OUTSIDE BODIES

RESOLVED that the report and recommendation of the meeting of the Appointments Sub-Committee held on 10 May 2017 be agreed.

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13/17 RECORD OF ATTENDANCE OF COUNCILLORS AT MEETINGS OF THE COUNCIL, CABINET, COMMITTEES, SUB-COMMITTEES ETC. DURING THE MUNICIPAL YEAR 2016/17

The Council received a return of Members' attendances at meetings of the Council and its Committees etc. for the Municipal Year 2016/17.

AGREED that the information report be noted.

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The meeting commenced at 7.45 pm and concluded at 8.41 pm

RACHAEL I. LAKE  
Mayor

Democratic Services Officer

Ms. M. Bailey

Committee and Member Services Manager

Other Officers in attendance

R. Moran	- Chief Executive
Mrs. S. Selvanathan	- Strategic Director and Deputy Chief Executive
R. Lee	- Strategic Director
Ms. B. Greenstein	- Head of Democratic Services
A. Harrison	- Head of Legal Services
Ms. F. Ainsworth	- Management Accountant
Mrs. D. Gill	- Mayor's Secretary
Ms. C. Milner	- Graduate Management Trainee
K. Weaver	- Mayor's Chauffeur & Macebearer