



Minutes of the annual meeting held on Tuesday 18 May 2010 at 6.00 pm

Present:-

Councillor Gregory Szanto (Mayor) in the Chair

Councillors Margaret Bannister, Michael Bloom, David Elkin, Barbara Goodall, Andrew Goodwin, Nigel Goodyear, Jon Harris, Carolyn Heaps, Alex Hough, Sandie Howlett, Rebecca Madell, Gill Mattock, Harun Miah, Mary Pooley, Daniel Purchase, Margaret Salisbury, Neil Stanley, Susan Tarrant, Barry Taylor, Troy Tester, Mike Thompson, David Tutt, Steve Wallis and Olive Woodall.

- 1. Former Councillors Michael Tunwell and Derek Townsend.** The Mayor formally reported on the recent deaths of former Councillors Michael Tunwell and Derek Townsend. The Council stood for a minute's silence as a mark of respect.
- 2. Election of Mayor.** It was proposed by Councillor Madell and seconded by Councillor Goodwin:-

"That Carolyn Joan Heaps, a Councillor of this Borough be elected Mayor for the 2010/11 municipal year and until the election of Mayor at the next Annual Meeting of the Council."

It was accordingly:-

Resolved: (unanimously) That Carolyn Joan Heaps, a Councillor of this Borough be elected Mayor for the 2010/11 municipal year and until the election of Mayor at the next Annual Meeting of the Council.

Councillor Heaps then made the statutory declaration of acceptance of office as Mayor.

In her speech of acceptance, the Mayor reported that her nominated charities for the 2010/11 year would be Eastbourne YMCA and Eastbourne Young Carers (under the umbrella of 'Care for the Carers').

- 3. Minutes.** The minutes of the meeting held on 29 March 2010 were presented and the Mayor was authorised to sign them as a correct record.
- 4. Apologies for Absence.** Apologies for absence were reported from Councillors Belsey and Marsden.
- 5. Appointment of Deputy Mayor.** It was proposed by Councillor Tester and seconded by Councillor Purchase:-

"That Margaret Elizabeth Salisbury, a Councillor of this Borough be appointed Deputy Mayor for the 2010/11 municipal year and until the next Annual Meeting of the Council."

It was accordingly:-

Resolved: (Unanimously) That Margaret Elizabeth Salsbury, a Councillor of this Borough be appointed Deputy Mayor for the 2010/11 municipal year and until the next Annual Meeting of the Council.

Councillor Salsbury then made the statutory declaration of acceptance of office as Deputy Mayor and announced that her Deputy Mayor's Consort duties for the year would be shared between Ann McHale (her daughter), Benjamin Daly and Thomas Dock.

- 6. Investiture of Mayor's Consort.** The Mayor reported that Mr Mark Heaps would undertake the duty of Mayor's Consort for the 2010/11 municipal year.
- 7. Appointment of Mayor's Chaplain.** The Mayor reported that Mr Andrew Wilson, Pastor of Kings Church, Edison Road, Eastbourne, would be serving as the Mayor's Chaplain for the 2010/11 municipal year.
- 8. Vote of Thanks.** It was proposed by Councillor Tutt, seconded by Councillor Elkin and agreed unanimously that a vote of thanks be extended to the outgoing Mayor and Mayoress, Councillor and Mrs Szanto. In his response, Councillor Szanto placed on record his appreciation for the support he had received from his mayoress, chaplain and Council officers. He also reported that his Mayor's charity raised over £22,000 for the Multiple Sclerosis Society in 2009/10.
- 9. Election of Leader of the Council and Chairman of the Cabinet.** As a result of a proposal from Councillor Mattock, seconded by Councillor Stanley, it was:-

Resolved: (With no votes against) That Councillor David Tutt be elected Leader of the Council and Chairman of the Cabinet for the 2010/11 municipal year.

- 10. Executive Arrangements.** Councillor Tutt reported the following:
 - (a) That the names of those Councillors to serve on the Cabinet and the Councillor appointed as Deputy Leader of the Council (and Deputy Chairman of the Cabinet), be as shown on the schedule attached to these minutes for the 2010/11 municipal year. The only portfolio change from 2009/10 being that the new Cabinet member, Councillor Stanley would be taking over the Tourism and Leisure portfolio.
 - (b) That the terms of reference and constitution of the Cabinet be as set out in the Council's Constitution.
 - (c) That the delegation of executive functions to officers will continue to be as set out in the Scheme of Delegation to Officers, noting that relevant lead Cabinet members are to be consulted by officers when exercising their delegated powers where required to do so.

(d) That delegations to individual Cabinet members in respect of executive functions have not been made at this time.

- 11. Establishment of Council Committees, Appointment of Chairmen, Deputy Chairmen and Members to serve on the Council Committees and appointment of Chairmen and Non-Executive Directors to Boards.** The Council noted the report of the Local Democracy Manager on political balance and allocation of seats. As a result of this, together with consultation with Group Leaders, a proposed schedule of Chairmen, Deputy Chairmen and Members of Council Committees was circulated.

Following a proposal from Councillor Tutt, seconded by Councillor Elkin, it was:-

Resolved: (Unanimously) (1) That the proposed number and allocation of seats and nominations as set out on the schedules attached to these minutes be approved (with the exception of those bodies specified in recommendation (2) below).

(2) That the proposed number and allocation of seats on advisory bodies and nominations as set out on the schedules attached to these minutes be approved.

(3) That the existing independent members of the Standards Committee, Mr John Vesely (as Chairman), Mr Trevor Elliott and Mr Jaye Libeccio, be re-appointed for the 2010/11 Council year.

(4) That the continuation of the following bodies be confirmed with terms of reference as set out in the Council's Constitution, and that they have a fixed membership to which members are appointed by the Chief Executive, Deputy Chief Executive or relevant Head of Service as the need arises:

Equality Steering Group
Council Panels
Recruitment Panels
Task Groups
Project Boards
Independent Remuneration Panel

- 12. Confirmation of Programme of Meetings for Council Bodies.** Following a proposal from Councillor Tutt, seconded by Councillor Elkin, it was:-

Resolved: (Unanimously) That the programme of meetings for all bodies in the Council structure in the municipal year 2010/11 be confirmed in accordance with the schedule circulated with the agenda for this meeting subject to the following changes:

- Cabinet meeting originally scheduled for 7 July 2010 moved to 14 July 2010.
- Additional Planning Committee on 20 May 2010.
- Conservation Area Advisory Group originally scheduled for 20 May

2010 moved to 25 May 2010." NOTE – subsequently rescheduled for 1 June 2010.

- 13. Delegation of Non-Executive Functions.** Following a proposal from Councillor Tutt, seconded by Councillor Elkin, it was:-

Resolved: (Unanimously) (1) That the delegation of non-executive functions, including terms of reference, to Committees, Sub-Committees, other Council bodies as set out in the relevant sections of the Council's Constitution be approved.

(2) That the delegation of non-executive functions to Officers as set out in the Scheme of Delegation to Officers be approved.

- 14. Appointments to Outside Bodies.** Following a proposal from Councillor Tutt, seconded by Councillor Tester, it was:-

Resolved: (With no votes against) That the appointments of Members to serve on outside bodies be approved in accordance with the names listed on the schedule attached to these minutes.

The meeting closed at 7.00pm

**Councillor Carolyn Joan Heaps
Mayor, Chairman**

(pf\P:council\10.05.18\mins)

Schedule of Nominations and Appointments 2010/11

CABINET (Leader of the Council plus 5 additional members of the controlling group). The formal appointment of the 5 members (other than the Leader) is to be made by the Leader following his/her appointment by the full Council. Although the Council has previously determined that the size of the Cabinet shall be between 4 and 6 in total it is open to the Leader to recommend the Council to agree a different size. The law requires that the Cabinet shall have at least 3 but not more than 10 members (including the Leader).

1	Leader of the Council: Tutt
2	Deputy Leader: Mattock
3	Bannister
4	Stanley
5	Tester
6	Wallis

OPPOSITION "SHADOW CABINET" (Notification for information)

1	Opposition Leader: Elkin
2	Deputy Leader: Howlett
3	Belsey

4	Goodall
5	Goodyear
6	Marsden

COMMITTEES

Scrutiny Committee (7 (or 8) members, not members of the Cabinet or the Mayor. Chairman to be appointed from the largest opposition group. and Deputy Chairman from the controlling group.

Controlling Group		Opposition	
1	D/Ch: Szanto	6	Ch: Marsden
2	Pooley	7	Belsey
3	Purchase	Substitutes:	
4	Thompson	1	Elkin
5	Woodall	2	Goodyear
(8)	-		
Substitutes:			
1	Harris		
2	Hough		

Planning Committee (12 trained Councillors - not Cabinet members. 8 as members of the Committee and 4 as substitutes).

Controlling Group		Opposition	
1	Ch: Madell	7	Goodall
2	D/Ch: Salisbury	8	Taylor
3	Bloom	Substitutes:	
4	Harris	1	Besley
5	Miah	2	Howlett
6	Szanto		
Substitutes:			
1	Goodwin		
2	Pooley		

Licensing Act and General Licensing Committees (Between 10 and 15 trained Members (currently 15) - not Cabinet members).

Controlling Group		Opposition	
1	Ch: Purchase	12	Belsey
2	D/Ch: Szanto	13	Goodall
3	Bloom	14	Goodyear
4	Goodwin	15	Taylor
5	Hough		
6	Madell		
7	Pooley		
8	Salisbury		
9	Tarrant		

10	Thompson
11	Woodall

(No substitution allowed)

Sub-Committee Standing Chairmen: (Between 3 and 5 members drawn from the membership of the Licensing Committees – currently 5)

1	Goodwin	
2	Purchase	
3	Szanto	
4	Tarrant	
5	Thompson	

Standards Committee (6 councillors and 3 independent members and to be chaired by one of the independent members.

Controlling Group		Opposition	
1	Goodwin	4	Goodall
2	Tester	5	Howlett
3	Woodall	6	Taylor
Substitutes:		Substitutes:	
1	Harris	1	Elkin
2	Mattock	2	Goodyear

Audit Committee (5 councillors, not members of the Cabinet. Note, the Cabinet lead member for finance (or nominated substitute) attends in non-voting capacity). In addition, it is recommended that so far as possible there is no overlap in membership between the Audit Committee and Scrutiny Committee.

Controlling Group		Opposition	
1	Ch: Tarrant	5	Elkin
2	D/Ch: Purchase	Substitutes:	
3	Pooley	1	Goodyear
4	Woodall	2	Marsden
n/v	Mattock (lead Cabinet member for finance)		
Substitutes:			
1	Goodwin		
2	Miah		

ADVISORY GROUPS

Conservation Area Advisory Group 4 (or 3) members, not Planning Committee members, plus external advisors)

Controlling Group		Opposition	
1	Ch: Tarrant	3	Goodyear
2	D/Ch: Woodall		

(4)	Hough
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Joint Staff Consultative Committee (3 members, 2 from the controlling group and 1 from the largest opposition group, plus Staff representatives. Controlling Group's representation to include at least 1 Cabinet member. Chairmanship alternates between Employer's and Staff Sides).

Controlling Group		Opposition	
1	D/Ch: Tester	1	Goodall
2	Bannister		
Substitutes:		Substitutes:	
1	Miah	1	Elkin
2	Tutt	2	Howlett

TASK GROUPS AND OTHER BODIES:

Grants Task Group (3 members)

Controlling Group		Opposition	
1	Ch:Pooley	3	Goodall
2	Mattock		

Downland Forum (3 or 4 members)

Controlling Group		Opposition	
1	Hough	3	Belsey
2	Woodall		
(4)			

Cleansing and Highways Forum (2 members)

Controlling Group		Opposition	
	Wallis		Taylor

Eastbourne Homes - Non Executive Directors (5 members)

Controlling Group		Opposition	
1	Hough	4	Marsden
2	Tutt	5	Mrs Ann Murray
3	Mr Bert Leggett		

Wealden and Eastbourne Lifeline Board - Non Executive Directors (2 members)

Controlling Group		Opposition	
1	Woodall	2	Howlett

PROJECT BOARDS AND OTHER**Members' IT/T-Government Board:** Councillors Goodwin and Goodyear.**Town Centre Development:** Councillors Elkin and Tutt.**Cleansing Contracts/Garden Waste:** Councillors Taylor and Wallis.**Civil Parking** (joint with East Sussex County Council): Councillors Elkin and Madell.**Cultural Centre:** Councillors Howlett and Thompson.**Local Development Framework Steering Group:** Councillors Elkin, Madell, Tarrant, Tutt and Wallis.**Agile Working Strategic Board:** Councillors Howlett, Mattock and Tester.**Airbourne Strategic Board:** Councillors Howlett, Stanley and Tutt.**Councillors appointed to hold a Youth Brief:** Councillors Goodwin, Goodyear, Heaps and Purchase.**Disability Champion:** Councillor Goodwin.**Black and Minority Ethnic (BME) Champion:** Councillor Miah.**Heritage Champion:** Councillor Tarrant.**Hospitals Champion:** Honorary Freeman Mrs Elizabeth Walke**Representation on Outside and Other Bodies 2010/11**

Organisation	Council's Representative(s)
Age Concern	Cllr Olive Woodall
British Resorts Association (Annual Conference)	Relevant Cabinet Member (Cllr Neil Stanley) or nominee
British Resorts Association (nomination to Policy Committee if election arises)	Relevant Cabinet Member (Cllr Neil Stanley) or nominee
Cavendish Sports Centre Joint Liaison Committee	Cllrs David Elkin and Carolyn Heaps
Citizens Advice Bureau	Cllr Gregory Szanto

Community Environment Partnership for Eastbourne	Relevant Cabinet Member (Cllr Steve Wallis) and relevant Shadow Cabinet member (Cllr Colin Belsey) (or their respective nominees)
Crime Reduction Partnership	<i>See separate listing for this partnership and its linked groups and forums at end of this schedule.</i>
East Sussex Gypsy and Traveller Forum	Relevant Cabinet Member (Cllr Steve Wallis) and relevant Shadow Cabinet member (Cllr Colin Belsey) (or their respective nominees)
East Sussex Gypsy and Traveller Members' Group	Relevant Cabinet Member (Cllr Steve Wallis) or nominee
East Sussex Health Overview and Scrutiny Committee (N.B. not to be a Cabinet member)	Cllr Alex Hough
East Sussex LGA Waste Management Members' Group	Relevant Cabinet Member (Cllr Steve Wallis) or nominee
East Sussex Strategic Forum (Supporting People)	Relevant Cabinet Member (Cllr Margaret Bannister) or nominee
East Sussex Strategic Partnership	Relevant Cabinet Member (Cllr David Tutt) or nominee. Council is represented by the Chief Executive
Eastbourne Amalgamated Charities (Trustees)	Mr B R Etheridge appointed until 31 August 2010. Cllr Olive Woodall appointed until 31 October 2012
Eastbourne Association of Voluntary Services	Cllr Andrew Goodwin
Eastbourne and District Enterprise Agency Limited (EDEAL)	*Cllr David Tutt (or nominee)
Eastbourne Housing Forum	Relevant Cabinet Member (Cllr Margaret Bannister) or nominee

Eastbourne Housing Partnership	Relevant Cabinet Member (Cllr Margaret Bannister) and relevant Shadow Cabinet member (Cllr Barbara Goodall) (or their respective nominees)
Eastbourne Housing Aid and Legal Centre	Cllr Mary Pooley (or nominee)
Eastbourne Leisure Trust <i>Note, once change of status to Industrial and Provident Society approved, Council no longer appoints a trustee. A member will however continue to attend as an observer.</i>	Cllr Neil Stanley
Eastbourne Open Bowling Tournament Management Committee	Mrs Irene Sims
Eastbourne Seniors Club (appointment of trustee)	The Mayor or her nominee
Eastbourne Sports and Physical Activity Network	Cllr Carolyn Heaps
Eastbourne Strategic Partnership	Relevant Cabinet Member (Cllr David Tutt) or nominee
Eastbourne Youth Forums (Junior and Senior)	Relevant Cabinet Member (Cllr Margaret Bannister) or nominee
Equality Steering Group	Relevant Cabinet Member or nominee (Cllr Margaret Bannister is the nominee)
Friends of the Towner Management Committee	*Cllr Greg Szanto
Hampden Park Sports Centre Joint Liaison Committee	Cllr Mike Thompson and Cllr Olive Woodall
Healthy Eastbourne Board	Relevant Cabinet Member (Cllr Margaret Bannister) or nominee
Kingsmere Neighbourhood Partnership (Executive Group)	Sovereign Ward Councillors (Cllrs Michael Bloom, Susan Tarrant and Margaret Salisbury) and Cllr David Elkin

Local Government Association	Leader of the Council (with voting rights), plus Deputy Leader and Opposition Leader (or their respective nominees); all of whom should be Cabinet or Shadow Cabinet members
Local Government Association – East Sussex Branch	Leader and Deputy Leader of the Council
Local Government Association Coastal Issues Special Interest Group	Relevant Cabinet Member (Cllr Neil Stanley) or nominee
Local Government Association Urban Commission	Relevant Cabinet Member (Cllr Margaret Bannister) or nominee
Local Government Association Rural Commission	Leader of the Council or nominee. (Cllr Olive Woodall is nominee)
Local Government Association Tourism Forum	Relevant Cabinet Member (Cllr Neil Stanley) or nominee
Royal Project (in support of the Royal Hippodrome Theatre)	Nominations for appointment as trustees: * Cllr Mike Thompson and Cllr Nigel Goodyear
ROOM (nomination to South East Regional Executive Committee)	Cllr Barry Taylor to be nominated in event of election arising
SEERA Ltd.	Leader of the Council or nominee
South East England Tourist Board	Relevant Cabinet Member (Cllr Neil Stanley) or nominee
South East Employers	Relevant Cabinet Member (Cllr Troy Tester) or nominee. (Cllr David Tutt is the named substitute)
South East England Councils	Relevant Cabinet Member (Cllr David Tutt) or nominee
Sussex Area Environment Group	Cllr Steve Wallis to be nominated in event of vacancy arising
Sussex County Playing Fields Association	Cllr Alex Hough

Sussex Downs College (Corporation of) <i>(N.B. The appointment is made by the college and there is no longer a requirement that the college appoint a local authority member to their governing body).</i>	Councillor Graham Marsden appointed for a four year term ending December 2010. Nominee for future appointment: *Councillor Neil Stanley
South Downs National Park Authority	Cllr Susan Tarrant appointed until May 2011
Town Centre Management Initiative Board	Leader of the Council or nominee (Cllr Margaret Bannister is nominee)
University of Sussex Court	The Mayor and Chief Executive

COMMUNITY ASSOCIATION MANAGEMENT COMMITTEES

Hampden Park	Cllr Mary Pooley
Langney	Mr Stephen Lloyd MP
Old Town	Cllr Carolyn Heaps
The Trees	Cllrs Barbara Goodall and Olive Woodall

COUNCILLOR REPRESENTATION ON THE EASTBOURNE CRIME REDUCTION PARTNERSHIP AND LINKED GROUPS AND FORUMS

Partnership Group	Representation	Councillor(s)
Crime Reduction Partnership Main Board	Portfolio holding Cabinet Member or nominee	Cllr Margaret Bannister
Joint Action Group (JAG)	Leader of the Council, Portfolio holding Cabinet Member, Opposition Leader and Opposition Shadow Cabinet spokesperson or respective nominees.	Cllrs David Tutt, *Greg Szanto, David Elkin and Barry Taylor (or their respective nominees)
Public Place Violent Crime (PPVC) Working Group	Two Councillors, one from each Group	Cllr Barry Taylor and Cllr Margaret Bannister (or their respective nominees)

Anti-Social Behaviour Working Group	Two Councillors, one from each Group	Cllrs Harun Miah and Barry Taylor (or their respective nominees)
Neighbourhood Watch Committee	One Member from either Group	Cllr Nigel Goodyear
Overseas Students Advisory Committee	Two Councillors, one from each Group	*Cllr Neil Stanley (as lead Cabinet member for tourism) and Cllr David Elkin
Nightwatch	One Member from either Group	Cllr Margaret Bannister
Neighbourhood Panels	Ward Councillors are invited to attend	
For details of the 21 Panels currently established in Eastbourne see http://www.eastbournep.org/		