

## Annual Council

Minutes of the meeting held on 14 May 2024 commencing at 7.00 pm

Present: Cllr. Ball (Chairman)

Cllr. Harrison (Vice Chairman)

Cllrs. Abraham, Baker, Barnes, Barnett, Bayley, Bulford, Camp, Clack, Clayton, Penny Cole, Perry Cole, Dyball, G. Darrington, P. Darrington, Edwards-Winsor, Esler, Ferrari, Granville, Grint, Gustard, Haslam, Hogarth, Horwood, Hudson, Kitchener, Layland, Leaman, Lindop, Malone, Manamperi, Manston, Maskell, McArthur, Cathy Morgan, James Morgan, Purves, Roy, Robinson, Reay, Scott, Skinner, Streatfeild, Thornton, Varley, Waterton, White, Williams, and Williamson

Apologies for absence were received from Cllrs. Silander, Shea, Alger and Barker

### URGENT ITEM

In accordance with Section 100B(4) of the Local Government Act 1972, the Chairman had agreed to accept an urgent matter which had missed the statutory publication deadline.

The matter was urgent as it was reasonable to believe that a delay in bringing the item to Members would prejudice the public interest.

The urgent matter was listed as Agenda Item 12 on the supplementary agenda.

### CHANGE IN AGENDA ITEM ORDER

With Members agreement, the Chairman brought forward consideration of agenda item 12 (Minute 1).

#### 1. Election of Leader of the Council

Cllr. Horwood proposed, and it was duly seconded, that Cllr. Hogarth be elected as Leader of the Council for the next three years.

Resolved: That Cllr. Hogarth be elected Leader of the Council for the next three years.

#### 2. To elect a Member to be Chairman for the ensuing year

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Cllr. Hogarth proposed and Cllr. Perry Cole seconded that Cllr. Ball be elected Chairman of the Council for the next municipal year.

The motion was put to the vote and it was

Resolved: That Cllr. Ball be elected Chairman of the Council for the municipal year, 2024/25.

Cllr. Ball made the declaration of acceptance of office and took the chair. The new Chairman thanked the Council for his election and expressed his appreciation for the many good wishes he had received.

Councillors expressed their sincere thanks to the outgoing Chairman, Cllr. Alan Layland, for his service to the Council and to the District and to Mrs. Lyn Layland, in her role as Chairman's consort. Members expressed their appreciation. The new Chairman presented a gift and the past Chairman's badge and shield to Cllr. Layland, and a gift to Mrs. Layland.

In response to the thanks expressed, Cllr. Layland thanked Cllr. Ball for his support as his Vice Chairman, and offered particular thanks to his wife.

Cllr. Ball announced that his Consort for the year would be his friend, Cllr. Chrissy Hudson, and presented her with the badge of office and flowers. He announced that Reverend Dorothy McGarvey, Parish of St. Peter and St. Paul Church, would be his Chaplain and invested her with the Chaplain's cross.

Cllr. Ball in the Chair.

### 3. To elect a Member to be Vice-Chairman for the ensuing year

Cllr Hogarth proposed and Cllr Perry Cole seconded that Cllr Lynda Harrison be elected Vice Chairman of the Council for the ensuing municipal year.

Resolved: That Cllr Harrison be appointed Vice Chairman of the Council for the municipal year 2024/25.

Cllr Harrison made the declaration of acceptance of office and expressed her thanks to the Council for her appointment. Cllr. Harrison announced that her Consort for the year would be her daughter, Cllr. Emily Bulford. Cllr. Harrison was presented with the badge of office.

### 4. To approve as a correct record the minutes of the meeting of the Council held on 23 April 2024

The Chairman moved that the Minutes of the Meeting of the Council held on 23 April 2024, be approved and signed as a correct record.

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Resolved: That the Minutes of the meeting of the Council held on 23 April 2024, be approved and signed by the Chairman as a correct record.

### 5. Declarations of Interest

There were none.

### 6. Chairman's announcements

The Chairman announced that he had chosen to support the Swanley Therapy Centre (SUMS) as his charity for the year. The organisation was close to his heart, as he had the opportunity to see the charity's fantastic work first hand, when it was believed that he was suffering from multiple sclerosis.

The Chairman notified members of his upcoming events. His civic service would be held at 3pm on 23 June 2024, at St. Peter & St. Paul's Church, Farningham. He would also be hosting a fundraising event for SUMS on the following day, 24 June 2024, at The Tamarind Indian Restaurant, Kemsing.

### 7. Scheme of Delegations

#### a) **To agree the scheme of delegations to Committees (as set out in Parts 3 - 12) of the Constitution) and to confirm/approve delegations to Officers (as set out in Part 13 of the Constitution)**

Cllr. Hogarth proposed, and Cllr. Perry Cole seconded, that the delegations to Committees and Officers be agreed.

Members debated the motion, with specific attention to the chairmanship of Scrutiny Committee. It was suggested that the role should be filled by a member of a non-majority party, to better facilitate effective scrutiny. It was noted that the chairman of Scrutiny in other councils in Kent was of the majority party, except for councils that were under no overall control. Members discussed opportunities for cross-party working across committees.

Resolved: that

- a) The scheme of delegations to Committees (as set out in Parts 3 – 12 of the Constitution), be agreed; and
  - b) The delegations to Officers (as set out in Part 13 of the Constitution), be approved.
- b) **To note the delegations of Executive Functions and appointments to Cabinet made by the Leader**

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Resolved: That the delegations of executive functions and appointments to the Cabinet made by the Leader, be noted.

8. To note the Council's Policy Framework (Appendix F of the Constitution)

Resolved: That the Council's Policy Framework, be noted.

9. To appoint the Chairmen, Vice-Chairmen and Membership of Committees for the ensuing year

Cllr. Hogarth proposed, and Cllr. Perry Cole seconded, that the appointments of Chairmen, Vice Chairmen and membership of Committees for 2024/25, attached as set out in the supplementary agenda, be approved.

The motion was put to the vote and it was

Resolved: That the appointments of Chairmen, Vice Chairmen and membership of Committees for 2024/25, as attached, be approved.

10. To confirm the calendar of ordinary meetings for the ensuing year

Cllr. Hogarth proposed, and Cllr. Perry Cole seconded, the Calendar of ordinary meetings, as set out in the supplementary agenda, for the municipal year 2024/25 be confirmed.

The motion was put to the vote and it was

Resolved: That the Calendar of ordinary meetings for the municipal year 2024/25, as set out in the supplementary agenda, be confirmed.

11. To appoint representatives on other organisations

Cllr. Hogarth proposed, and Cllr Perry Cole seconded, that the attached Appendix setting out appointments to other organisations for the municipal year 2024/25 be confirmed.

The motion was put to the vote and it was

Resolved: That the attached Appendix setting out appointments to other organisations for the municipal year 2024/25 be confirmed.

12. To note the outgoing Chairman's Report.

The report was noted.

THE MEETING WAS CONCLUDED AT 7.45 pm

CHAIRMAN

**APPENDIX**

**Chairmen, Vice-Chairmen and Membership of Council Committees**

**2024-25**

**Appointments Committee**

(10 Members: 6 Conservatives, 3 Liberal Democrats, 1 Green Party)

Cllrs: Perry Cole, Dyball, Horwood, Hogarth, Leaman, Maskell, Manamperi, Shea, Skinner and Thornton

*(Please note the election of the Chairman will take place at the first meeting of the Committee in the municipal year.)*

**Audit Committee**

(9 Members: 6 Conservatives, 2 Liberal Democrat, 1 Green Party, Plus 2 Non-Voting, Co-opted)

Chairman: Cllr Penny Cole

Vice Chairman: Cllr Malone

Cllrs. Baker, Haslam, Layland, Lindop, Skinner, Robinson and Williamson

Non-voting Co-opted Members: Mo Chughtai and a Vacancy

**Development Management Committee**

(19 Members: 12 Conservatives, 5 Liberal Democrats, 1 Green Party, 1 Sevenoaks Independent)

Chairman: Cllr Williamson

Vice-Chairman: Cllr Williams

Cllrs. Baker, Ball, Barnett, Barker, Bayley, Camp, P. Darrington, Edwards-Winser, Granville, Horwood, Hudson, Layland, Malone, Reay, Silander, Purves, Shea

**Governance Committee**

(7 Members: 5 Conservatives, 2 Liberal Democrat)

Chairman: Cllr McArthur

Vice-Chairman: Penny Cole

## Minute Annex

Cllrs. Barnes, Barnett, Clayton, Scott and Skinner

### **Health Liaison Board**

(8 Members: 5 Conservatives, 2 Liberal Democrat, 1 Green Party)

Chairman: Cllr Scott

Vice-Chairman: Cllr Penny Cole

Cllrs. Perry Cole, G. Darrington, Ferrari, Manston, Shea, Streatfeild

### **Homelessness Review Board**

(3 Members: to be drawn from the Council – 2 Conservatives, 1 Liberal Democrat)

Cllrs. Gustard, Harrison and Perry Cole (PH)

### **Licensing Committee**

(13 Members: 8 Conservatives, 3 Liberal Democrat, 1 Green, 1 Independent)

Chairman: Cllr Clack

Vice-Chairman: Cllr Abraham

Cllrs. Barnes, Barnett, Clayton, Edwards-Winsor, Esler, Haslam, Ferrari, Leaman, Lindop, Skinner and Waterton

### **Scrutiny Committee**

(11 Members: 7 Conservatives, 3 Liberal Democrat, 1 Green Party)

Chairman: Cllr Esler

Vice-Chairman: Cllr Haslam

Cllrs. Penny Cole, Ferrari, Leaman, Lindop, Layland, McArthur, Robinson, Skinner and Williamson

### **Standards Committee**

The Standards Committee will be composed of:

7 Members other than the Leader of the Council and no more than 1 Member selected from a particular Parish Boundary.

(7 Members: 4 Conservatives, 2 Liberal Democrat, 1 Green Party)

Only one Member out of the above seven Members to be an Executive Member without being a Chair of the Committee as Standards is a Council function as opposed to an Executive function (s.27(8), Part 1, Chapter 7 of the Localism Act 2011).

Up to 2 co-opted Members of a parish or town council (a parish/town council member)

Chairman: Cllr. Bulford

Vice-Chairman: Cllr Grint

Cllrs. Penny Cole, Barker, Leaman, Maskell and Robinson

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**APPOINTMENTS TO OTHER ORGANISATIONS 2024/25 – NON-EXECUTIVE**

Organisation	Appointed	Period of appointment	No. of Reps	Appointee(s) 2024/25
Age UK: Sevenoaks, Tonbridge & District	yearly	May 2024 - 25	1	Cllr Edwards-Winser
Armed Forces Representative	Yearly	May 2023 – 24	1	Cllr Abraham
Biggin Hill Airport Consultative Committee	yearly	May 2024 - 25	1	Cllr Williams
Bough Beech Reservoir Recreation Consultative and Management Advisory Committee	yearly	May 2024 - 25	1	Cllr Williams
Citizens Advice:				
Edenbridge & Westerham	yearly	May 2024 - 25	2	Cllr Layland Cllr Maskell
North & West Kent	yearly	May 2024 - 25	1	Cllr Dyball
Council for Voluntary Service: Northwest Kent	Yearly	May 2024 - 25	1	Cllr C. Morgan
Dartford & Gravesham NHS Trust Stakeholder Council	yearly	May 2024 - 25	2	Cllr Perry Cole Cllr Harrison
Dartford, Gravesham & Swanley Health and Care Partnership Ageing Well and Dying Well Board	yearly	May 2024 - 25	1	Cllr Perry Cole
RELATE: West Kent & Tunbridge Wells	yearly	May 2024 - 25	1	Vacancy
Sevenoaks District Access Group	yearly	May 2024 - 25	2	Cllr Scott Cllr C. Morgan
Sevenoaks Town Neighbourhood Plan Monitoring and Implementation Group	yearly	May 2024 - 25	1	Cllr Hogarth

## Minute Annex

<b>Organisation</b>	<b>Appointed</b>	<b>Period of appointment</b>	<b>No. of Reps</b>	<b>Appointee(s) 2024/25</b>
Volunteer Bureau:				
Sevenoaks Volunteer Transport Group	yearly	May 2024 - 25	1	Cllr Clack
Edenbridge Volunteer Transport Service	yearly	May 2024 - 25	1	Cllr Layland
North West Kent Volunteer Centre (Swanley)	yearly	May 2024 - 25	1	Vacancy