

COUNCIL

Minutes of a meeting of North Norfolk District Council held on 30 May 2018 at the Council Offices, Holt Road, Cromer at 6.00 pm.

Members Present:

Mr D Baker	Mrs A Green	Mr J Rest
Dr P Bütikofer	Mrs P Grove-Jones	Mr R Reynolds
Mrs S Bütikofer	Mr B Hannah	Mr E Seward
Mrs A Claussen-Reynolds	Mr S Hester	Mr S Shaw
Mr N Coppack	Mr J Lee	Mr R Shepherd
Mrs H Cox	Mr N Lloyd	Mr B Smith
Ms J English	Mrs B McGoun	Mr D Smith
Mrs A Fitch-Tillett	Mrs M Millership	Mr N Smith
Mr T FitzPatrick	Mrs A Moore	Mrs V Uprichard
Mr V FitzPatrick	Mr P W Moore	Ms K Ward
Ms V Gay	Mr W J Northam	Mr A Yiasimi
	Mrs J Oliver	Mr D Young
	Mr N Pearce	
	Mr R Price	
	Mrs M Prior	

Officers in Attendance: The Corporate Director (NB), Mr N Doran (eastlaw), the Head of Finance & Assets, the Communications and Marketing Manager and the Democratic Services Manager

Press: not present

1. PRAYERS

The Chairman invited Reverend Dr Peter Herbert, Curator of Cromer Church.

2. APOLOGIES FOR ABSENCE

Apologies were received from Mrs S Arnold, Ms J English, Ms B Palmer, Mr J Punchard, Mr S Penfold, Mr P Rice and Ms L Walker.

3. TO RECEIVE DECLARATIONS OF INTERESTS FROM MEMBERS

None received

4. OUTGOING CHAIRMAN'S COMMUNICATIONS AND ANNOUNCEMENTS

The outgoing Chairman, Cllr Richard Shepherd, said that he had had a very busy year, made lots of good friends and seen a lot of worthwhile work being done across North Norfolk. Highlights had included the garden party at Buckingham Palace and the recent civic reception at the Sheringham Mo Museum.

He thanked the Vice-Chairman, Cllr Roy Reynolds, for his support during the year, including attending the recent funeral of former Chairman, Vi Bensley, on behalf of the Council.

The Chairman then spoke about the complete commitment that was required to undertake the role. He acknowledged that there had been some challenging Council meetings in recent months and he reminded members to maintain high standards going forward. He concluded by thanking the officers for their advice and support, in particular The Corporate PA Team Leader and the Monitoring Officer.

The Chairman then invited Simon Wright, Chief Executive of Nelson Journey, his nominated charity for the year, to receive a cheque for £1677.36

Mr Wright thanked everyone for supporting Nelson's Journey. He said that the charity worked with children at a very difficult time in their lives. During the last year there had been a 20% increase in referrals with more in the last six months than in the previous ten years. He said that the money raised would support group work and frontline professionals and that North Norfolk was a very important place for the charity.

5. MINUTES

The minutes of the meeting held on 28 March 2018 were approved as a correct record and signed by the Chairman.

6. ITEMS OF URGENT BUSINESS

None

7. ELECTION OF CHAIRMAN

The Chairman invited nominations for the election of Chairman for 2018/19.

Mr J Lee nominated Mr S Shaw. He said that this was a very important role as the Chairman was the first citizen of North Norfolk. Mr Lee said that when he was elected Leader of the Council he had promised to work together and talk to everyone and he had kept his word. He asked members to set aside any political views they may hold and support his nomination.

Mrs A Claussen-Reynolds seconded the proposal. She said that she had been Chairman of the Council from 2015 – 2016 and she knew the importance of the role. The new Chairman would not have had any experience as Vice-Chairman so electing the best person for the role was imperative.

The Chairman asked if there were any other nominations for Chairman.

Mr S Hester nominated Mr N Coppack. He said that he had substantial experience for such a role having worked in public relations for many years. He added that the Chairman should be erudite and articulate.

Mrs A Fitch-Tillett seconded the nomination for Mr Coppack. She said that when she was first elected to the District Council the role of Chairman always alternated between the political groups. She felt that this was fairer and more representative of the make-up of the Council.

Mr T FitzPatrick requested a recorded vote (attached at Minutes Appendix A)

RESOLVED

To elect Mr N Coppack as Chairman of the Council for 2018-19

8. ELECTION OF VICE-CHAIRMAN

The Chairman invite nominations for Vice-Chairman of the Council for 2018-19.

Mrs S Bütikofer nominated Mr B Hannah. She said that he was a long standing member who had undertaken many roles, including that of Chairman of Norfolk County Council.

Mr D Smith seconded the proposal. He said that Mr Hannah was his fellow ward member for Sheringham North and that he would be a superb ambassador for North Norfolk.

RESOLVED

To elect Mr B Hannah as Vice-Chairman of the Council for 2018-19

Mr N Coppack thanked Members for their support. He said that he accepted the role with great humility and was so pleased to see how Nelson's Journey would benefit from Mr Shepherd's fundraising efforts. He said that it easy to forget the good work being done across North Norfolk and although Members sometimes came into conflict in the Chamber, he intended to be open to everyone. He concluded by saying that his nominated charity for the forthcoming year was East Anglia's Children's Hospice.

9. VOTE OF THANKS TO THE RETIRING CHAIRMAN AND CONSORT AND VICE-CHAIRMAN

Mr J Lee said that Mr Shepherd had been an excellent Chairman and on behalf of the Council he thanked him and his consort Mrs Blake for their hard work. He said that he felt it was an injustice that Mr Reynolds had not had the opportunity to become Chairman and he thanked him for his dedication over the last year.

Mr P W Moore seconded the proposals.

RESOLVED

To thank the retiring Chairman and consort and the Vice-Chairman for their hard work and dedication over the last year.

10. APPOINTMENT OF MEMBERS AND SUBSTITUTES TO COMMITTEES, SUB COMMITTEES, WORKING PARTIES AND PANELS

RESOLVED

1. To appoint Members and substitutes to Committees, sub-committees, working parties and panels for 2018/19 as detailed below:
2. To note the appointment of Members to Executive sub-committees, working parties and Panels

Scrutiny Committee 12 seats	Conservative (5)	Liberal Democrat (5)	Independent (2)
(politically balanced)	Jenny English	Sarah Butikofer	Simon Hester
	Mike Knowles	Virginia Gay	Norman Smith
	Roy Reynolds	Eric Seward	

	Annie Claussen-Reynolds	Karen Ward	
	Barry Smith	Nigel Lloyd	
Substitutes			
	<i>Robert Stevens Jeremy Punchard Richard Shepherd</i>	<i>Brian Hannah Nigel Pearce David Young</i>	<i>Angie Fitch-Tillett</i>
Development Committee 14 seats	Conservative (7)	Liberal Democrat (5)	Independent (2)
(politically balanced)	Sue Arnold	Pauline Grove-Jones	Angie Fitch-Tillett
	Richard Shepherd	Brian Hannah	Ann Green
	Barry Smith	Nigel Lloyd	
	Maggie Prior	Nigel Pearce	
	Roy Reynolds	Vivienne Uprichard	
	Annie Claussen-Reynolds		
	Simon Shaw		
Substitutes			
	<i>Duncan Baker Jenny English Tom FitzPatrick Vincent FitzPatrick Mike Knowles Judy Oliver Becky Palmer Jeremy Punchard Paul Rice</i>	<i>Sarah Butikofer Barbara McGoun Eric Seward Karen Ward Andreas Yiasimi Pierre Bütikofer Lee Walker</i>	<i>Nick Coppack Simon Hester Georgie Perry- Warnes John Rest Doug Smith</i>
Governance, Risk and Audit Committee (6 seats)	Conservative (3)	Liberal Democrat (2)	Independent (1)
(politically balanced)	Duncan Baker	Virginia Gay	John Rest
	Vincent FitzPatrick	David Young	
	Mike Knowles		
Substitutes			
	<i>Roy Reynolds</i>	<i>Sarah Butikofer Peter Moore</i>	<i>Angie Fitch-Tillett</i>
Licensing & Appeals Committee (15 seats)	Conservative (7)	Liberal Democrat (6)	Independent (2)
(politically balanced) (no substitutes)	Annie Claussen-Reynolds	Pierre Bütikofer	Simon Hester
	Mike Knowles	Pauline Grove-Jones	John Rest

	Roy Reynolds	Marion Millership	
	Paul Rice	Peter Moore	
	Simon Shaw	Vivienne Uprichard	
	Richard Shepherd	Nigel Pearce	
	Barry Smith		
Standards Committee (7 seats)	Conservative (4)	Liberal Democrat (2)	Independent (1)
(politically balanced)	Duncan Baker	Peter Moore	Georgie Perry-Warnes
	Maggie Prior	Brian Hannah	
	Richard Shepherd		
	Robert Stevens		
Substitutes			
	<i>Jenny English Roy Reynolds</i>	<i>Sarah Bütikofer Vivienne Uprichard</i>	<i>Nick Coppack</i>
Joint Staff Consultative Committee (5 seats)	Conservative (2)	Liberal Democrat (2)	Independent (1)
(politically balanced)	Jenny English	Pauline Grove-Jones	Norman Smith
	Tom FitzPatrick	Peter Moore	
Substitutes			
	<i>Judy Oliver</i>		<i>Nick Coppack</i>

Sub Committees, Working Parties and Panels

Planning Policy and Built Heritage (12) *Executive sub-committee	Conservative (5)	Liberal Democrat (5)	Independent (2)
(politically balanced) <i>No substitutes</i>	Sue Arnold	Virginia Gay	Angie Fitch-Tillett
	Maggie Prior	Pauline Grove-Jones	Ann Green
	Jeremy Punchard	Vivienne Uprichard	
	Roy Reynolds	Nigel Pearce	
	Simon Shaw	Sarah Bütikofer	

Member Development Group (6 seats) no substitutes *Executive sub-committee	Conservative (3)	Liberal Democrat (2)	Independent (1)
(politically balanced)	Becky Palmer	Barbara McGoun	Georgie Perry-Warnes
	Jenny English	Marion Millership	
	Maggie Prior		
Council Tax Support Working Party (5 seats) *Executive sub-committee	Conservative (2)	Liberal Democrat (2)	Independent (1)
(politically balanced)	Mike Knowles	Sarah Bütikofer	Angie Fitch-Tillett
	Wyndham Northam	David Young	
Big Society Fund Grants Panel (7 seats) *Executive sub-committee	Conservative (3)	Liberal Democrat (3)	Independent (1)
(politically balanced)	John Lee	Nigel Lloyd	Nick Coppack
	Tom FitzPatrick	Pauline Grove-Jones	
	Jenny English	Saul Penfold	
Substitutes			
	<i>Becky Palmer</i>	<i>Vivienne Uprichard</i>	<i>Georgie Perry-Warnes</i>
	<i>Roy Reynolds</i>	<i>Peter Moore</i>	
	<i>Hilary Cox</i>		
Constitution Working Party (5)	Conservative (2)	Liberal Democrat (2)	Independent (1)
	Hilary Cox	Virginia Gay	Angie Fitch-Tillett
	Judy Oliver	Ann Moore	
Substitutes			
			<i>John Rest</i>

Mrs Perry-Warnes commented that she was standing down from her committees. The Chairman advised that any changes would be dealt with by the Group Leader under delegation.

11. APPOINTMENT OF CHAIRMEN AND VICE-CHAIRMEN TO COMMITTEES, SUB-COMMITTEES, WORKING PARTIES AND PANELS

RESOLVED

1. To appoint Chairmen and Vice-Chairmen to Committees, sub-committees, working parties and panels for 2018/19 as detailed below
2. To note the appointment of Chairmen and Vice-Chairmen to Executive sub-committees, working parties and Panels for 2018-19 as detailed below.

CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES

COMMITTEE	CHAIRMAN	VICE-CHAIRMAN
Scrutiny Committee	Karen Ward	Simon Hester
Development Committee	Angie Fitch-Tillett	Vivienne Uprichard
Governance Risk & Audit Committee	John Rest	David Young
Licensing & Appeals Committee	Simon Hester	Pierre Bütikofer
Standards Committee	Peter Moore	Brian Hannah
Joint Staff Consultative Committee	Alternate Members and Staff	

CHAIRMEN AND VICE-CHAIRMEN OF MEMBERS ON WORKING PARTIES, FORUMS AND PANELS (WHERE APPROPRIATE)

WORKING PARTY, FORUM, PANEL	CHAIRMAN	VICE-CHAIRMAN
**Planning Policy and Built Heritage Working Party	Sue Arnold	Jeremy Punchard
**Member Development Group	Becky Palmer	Jenny English
Constitution Working Party	Virginia Gay	Ann Moore
**Council Tax Support Working Party	Wyndham Northam	
**Big Society Grants Fund Panel	John Lee	

*Items marked with ** are Cabinet sub-committees and Chairmen and Vice-Chairmen are appointed by Cabinet.*

12. APPOINTMENT OF MEMBERS TO OUTSIDE BODIES

Mrs S Bütikofer proposed that Mrs V Uprichard was appointed as a substitute to the North Walsham Sports Centre User Forum. As this was an executive appointment, the Leader agreed.

RESOLVED

To note the Executive appointments to Outside Bodies (attached at Appendix A)
To agree the Council appointments to Outside Bodies (Appendix B)

The meeting concluded at 6.45pm

Chairman