

COUNCIL

Minutes of a meeting of North Norfolk District Council held on 15 May 2019 at the Council Offices, Holt Road, Cromer at 6.00 pm.

Members Present:

Mr T Adams	Mr V FitzPatrick	Mrs G Perry-Warnes
Mr D Baker	Ms W Fredericks	Mr J Punchard
Mrs P Bevan Jones	Ms V R Gay	Mr J Rest
Mr D Birch	Mrs P Grove-Jones	Mr E Seward
Mr H Blathwayt	Mr G Hayman	Ms L Shires
Mr A Brown	Mr C Heinink	Ms E Spagnola
Dr P Butikofer	Mr P Heinrich	Mrs J Stenton
Mrs S Butikofer	Mr N Housden	Dr C Stockton
Mr C Cushing	Mr R Kershaw	Mr J Toye
Mr N Dixon	Mr N Lloyd	Mr A Varley
Mr P Fisher	Mr G Mancini-Boyle	Ms K Ward
Mrs A Fitch-Tillett	Mrs M Millership	Mr A Yiasimi
Mr T FitzPatrick	Mr N Pearce	
	Mr S Penfold	

Officers in Attendance: The Corporate Directors, the Monitoring Officer, the Head of Finance & Assets, the Communications and PR Manager and the Democratic Services Manager

Press: Present

1. PRAYERS

The Chairman invited Reverend William Warren, Interim Minister, Cromer Parish Church to lead prayers

2. OUTGOING CHAIRMAN'S COMMUNICATIONS & ANNOUNCEMENTS

The Chairman began by sending his best wishes to Cllr Brian Hannah who was recovering from an operation. He thanked him for his support as Vice-Chairman throughout the year and wished him a speedy recovery. He then spoke about his year as Chairman which had been thoroughly enjoyable. He outlined the key events that he had attended including Norfolk Day, the Scouting Jamboree, Remembrance Day and his Civic Reception. He said he could not let his final meeting pass without mentioning those colleagues that had sadly passed away. Cllr Northam and former Cllr High continued to be very much missed.

The Chairman said that taking on the role of Chairman was an honour and a privilege and he had undertaken it to the best of his ability. He had broken tradition and opted to have different consorts rather than just one and this had been very successful.

The Chairman then thanked officers for their support throughout the year. Everyone had been very kind and helpful, special mention was made of the Corporate PA Team, the Heads of Paid Service, the Monitoring Officer and Democratic Services.

He then spoke at length about his nominated charity, East Anglian Childrens Hospice (EACH). He had recently undertaken a parachute jump to raise funds for them and was delighted to announce that a total of £3200 had been raised for EACH during his year in office. He invited Carol Plunkett to accept a cheque on behalf of the charity.

The Chairman concluded by thanking Lynda Mcelligott who had provided administrative support to him throughout the year. He said that she had gone 'above and beyond' in her role and had become a good friend who he would remain in touch with.

3. ELECTION OF CHAIRMAN

The Chairman asked for nominations for the office of Chairman of the Council for the ensuing year.

Cllr E Seward nominated Cllr C Stockton. He said that Cllr Stockton had welcomed him to the Council 12 years previously and he was delighted to see him back. Cllr Stockton had a long record in local government, starting with Happisburgh Parish Council and then serving as District Councillor for Waterside ward from 2003 – 2011. He said that Cllr Stockton had been instrumental in establishing the Council's housing exceptions scheme and his work on tackling coastal erosion had led to the setting up of the Pathfinder Scheme in 2009. It was therefore fitting that he was now the member for the new ward of Bacton where the landscaping scheme was underway.

There being no further nominations, it was proposed by Cllr E Seward, seconded by Cllr V Gay and

RESOLVED that

Cllr C Stockton be elected as Chairman of the Council for the ensuing year.

The outgoing Chairman presented the Chairman's chain of office to the newly elected Chairman.

4. INCOMING CHAIRMAN'S COMMUNICATIONS

The Chairman thanked Members for their support. He said that he was mindful that Cllr Hannah should be Chairman for the forthcoming year. He asked Members to join him in wishing him a speedy recovery. He said that he was proud and privileged to be Chairman and would do his best for North Norfolk. With a new council in place, it was a good opportunity to for Members to come together and serve the District.

Cllr Stockton then presented the consort's medal to his wife, Mrs S Stockton.

5. ELECTION OF VICE-CHAIRMAN

It was proposed by Cllr J Rest, seconded by Cllr S Bütikofer and

RESOLVED that

Cllr J Punchard be elected as Vice-Chairman for the ensuing year.

The Chairman invited Cllr Punchard to join him on the dais and presented him with his chain of office.

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

The Leader said that she was delighted to propose the vote of thanks. Cllr Hannah was very sorry that he could not be at the meeting. He had provided outstanding support to the Chairman throughout his year in office and had taken great pride in his role. She joined the Chairman in wishing Cllr Hannah a speedy recovery.

The Leader then went onto speak about the outgoing Chairman. He had been a great ambassador for the Council and had recreated the role of Chairman and given it a dignified edge. The readings at his recent service of thanksgiving demonstrated the breadth of his strengths and summed up his character.

Cllr J Rest seconded the vote of thanks. He commended the outgoing Chairman for his commitment, time and effort in raising the profile of the District Council and said that he should be very proud of his time in office.

7. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs B Hannah and G Perry-Warnes.

8. DECLARATIONS OF INTEREST

None received

9. ITEMS OF URGENT BUSINESS

None

10. APPOINTMENT OF LEADER OF THE COUNCIL

The Chairman invited nominations for Leader of the Council.

It was proposed by Cllr E Seward, seconded by Cllr K Ward and

RESOLVED that

Cllr S Bütikofer be appointed as Leader of the Council.

11. ANNOUNCEMENTS FROM THE LEADER

The Leader began by referring to the six blue flags hanging in the Chamber which represented the six blue flag beaches in the District – all retained. North Norfolk was the only council in Norfolk to receive any blue flags.

The Leader thanked Members for their support. She said that she was delighted that the people of North Norfolk had put their trust in the new administration and her group would work collaboratively with the other groups to achieve the best outcomes possible for the District.

12. REPORT ON APPOINTMENT OF MEMBERS OF THE CABINET

The Leader informed Council that the following Members had been appointed to Cabinet with these portfolio responsibilities:

Cllr E Seward, Deputy Leader and Portfolio Holder for Finance
Cllr K Ward, Portfolio Holder for Housing and Planning
Cllr N Lloyd, Portfolio Holder for the Environment,
Cllr A Fitch-Tillett, Portfolio Holder for Coastal
Cllr V Gay, Portfolio Holder for Culture & Wellbeing
Cllr G Hayman, Portfolio Holder for Commercialisation and Assets
Cllr R Kershaw, Portfolio Holder for Economic and Career Development
Cllr A Brown, Portfolio Holder for Special Projects

The Leader would oversee the portfolios of Strategy and Corporate Services.

13. REPORT ON APPOINTMENT OF THE LEADER OF THE OPPOSITION

Cllr D Baker had been appointed as Leader of the Opposition.

14. TO ESTABLISH THE POLITICAL BALANCE OF THE COUNCIL AND ALLOCATION OF SEATS TO COMMITTEES, SUB-COMMITTEES, WORKING PARTIES AND PANELS

The Leader said that she had reached an agreement with the Leader of the Independent Group to enable his group to have a seat on each of the three smaller committees.

Cllr Rest thanked the Leader for her offer of additional seats for his group.

It was proposed by Cllr E Seward, seconded by Cllr S Bütikofer and

RESOLVED

- 1. That Council approves the political balance calculation as per section 2.4 of the report**
- 2. That Council approves the allocation of seats to political groups as shown at Appendix A to the report**
- 3. That following the Annual Meeting of Council, any subsequent appointments to Committees be delegated to the Group Leaders.**

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

It was proposed by Cllr E Seward, seconded by Cllr J Rest and

RESOLVED

- 1. To appoint Members and substitutes to Committees, sub-committees, working parties and panels for 2019/20 as detailed below:**
- 2. To note the appointment of Members to Executive sub-committees, working parties and Panels**

Scrutiny Committee 12 seats	Liberal Democrat (9)	Conservative (2)	Independent (1)
(politically balanced)	Tim Adams	Nigel Dixon	Nigel Housden
	Harry Blathwayt	Gerard Mancini-Boyle	
	Wendy Fredericks		
	Paul Heinrich		
	Nigel Pearce		
	Lucy Shires		
	Emma Spagnola		
	John Toye		
	Adam Varley		
Substitutes			
	<i>Pierre Bütikofer Saul Penfold Jolanda Stenton</i>		
Development Committee 14 seats	Liberal Democrat (11)	Conservative (2)	Independent (1)
(politically balanced)	Andrew Brown	Gerard Mancini-Boyle	Angie Fitch-Tillett
	Peter Fisher	Duncan Baker	
	Wendy Fredericks		
	Pauline Grove-Jones		
	Paul Heinrich		
	Richard Kershaw		
	Nigel Lloyd		
	Nigel Pearce		
	Clive Stockton		
	Adam Varley		
	Andreas Yiasimi		

Substitutes			
	<i>Tim Adams</i> <i>Emma Spagnola</i> <i>John Toye</i> <i>Karen Ward</i> <i>Pierre Bütikofer</i> <i>Sarah Bütikofer</i>		<i>John Rest</i> <i>Jeremy Punchard</i> <i>Nigel Housden</i>
Governance, Risk and Audit Committee (6 seats)	Liberal Democrat (4)	Conservative (1)	Independent (1)
(politically balanced)	Tim Adams	Christopher Cushing	John Rest
	Saul Penfold		
	Jolanda Stenton		
	John Toye		
Substitutes			
	<i>Harry Blathwayt</i>		<i>Angie Fitch-Tillett</i>
Licensing & Appeals Committee (15 seats)	Liberal Democrat (11)	Conservative (2)	Independent (2)
(politically balanced) (no substitutes)	Tim Adams	Tom FitzPatrick	Nigel Housden
	Don Birch	Duncan Baker	John Rest
	Harry Blathwayt		
	Pierre Bütikofer		
	Peter Fisher		
	Pauline Grove-Jones		
	Nigel Lloyd		
	Marion Millership		
	Georgie Perry-Warnes		
	Emma Spagnola		
	Andreas Yiasimi		
Standards Committee (7 seats)	Liberal Democrats (5)	Conservative (1)	Independent (1)
(politically balanced)	Andrew Brown	Nigel Dixon	John Rest
	Pierre Bütikofer		

	Nigel Pearce		
	Georgie Perry-Warnes		
	Lucy Shires		
Substitutes			
Joint Staff Consultative Committee (5 seats)	Liberal Democrats (3)	Conservative (1)	Independent (1)
(politically balanced)	Sarah Bütikofer	Vincent FitzPatrick	Angie Fitch-Tillett
	Virginia Gay		
	Pauline Grove-Jones		

APPOINTMENT OF MEMBERS ON WORKING PARTIES, FORUMS AND PANELS

Planning Policy and Built Heritage (12) *Executive sub-committee	Liberal Democrat (9)	Conservative (2)	Independent (1)
(politically balanced) <i>No substitutes</i>	Tim Adams	Nigel Dixon	Jeremy Punchard
	Peter Fisher	Duncan Baker	
	Virginia Gay		
	Pauline Grove-Jones		
	Paul Heinrich		
	Marion Millership		
	Nigel Pearce		
	Clive Stockton		
	Karen Ward		
Substitutes			
	<i>Wendy Fredericks</i> <i>Adam Varley</i>		

Member Development Group (6 seats) no substitutes *Executive sub-committee	Liberal Democrat (4)	Conservative (1)	Independent (1)
(politically balanced)	Marion Millership	Duncan Baker	Jeremy Punchard
	Lucy Shires		
	Emma Spagnola		
	John Toye		
Council Tax Support Working Party (5 seats) *Executive sub-committee	Liberal Democrat (3)	Conservative (1)	Independent (1)
(politically balanced)	Sarah Bütikofer	Tom FitzPatrick	John Rest
	Eric Seward		
	Karen Ward		
Big Society Fund Grants Panel (7 seats) *Executive sub-committee	Liberal Democrat (5)	Conservative (1)	Independent (1)
(politically balanced)	Peter Fisher	Tom FitzPatrick	Nigel Housden
	Wendy Fredericks		
	Pauline Grove-Jones		
	Saul Penfold		
	Emma Spagnola		
Substitutes			
	<i>Pierre Bütikofer Nigel Lloyd</i>		
Constitution Working Party (5)	Liberal Democrat (3)	Conservative (1)	Independent (1)
	Tim Adams	Tom FitzPatrick	Nigel Housden
	Virginia Gay		
	Pauline Grove-Jones		
Substitutes			
	<i>Richard Kershaw Eric Seward</i>		

16. APPOINTMENT OF CHAIRMEN AND VICE-CHAIRMEN TO COMMITTEES

It was proposed by Cllr E Seward, seconded by Cllr J Punchard and

RESOLVED

1. To appoint Chairmen and Vice-Chairmen to Committees for 2019/20 as outlined below
2. To note the appointment of Chairmen and Vice-Chairmen of executive sub-committees and working parties

COMMITTEE	CHAIRMAN	VICE-CHAIRMAN
Overview & Scrutiny Committee	Nigel Dixon	Tim Adams
Development Committee	Pauline Grove-Jones	Paul Heinrich
Governance Risk & Audit Committee	John Rest	Saul Penfold
Licensing & Appeals Committee	Pierre Bütikofer	Harry Blathwayt
Standards Committee	Nigel Pearce	John Rest
Joint Staff Consultative Committee	Sarah Bütikofer	Virginia Gay

WORKING PARTY, FORUM, PANEL	CHAIRMAN	VICE-CHAIRMAN
Planning Policy and Built Heritage Working Party	Karen Ward	Pauline Grove-Jones
Member Development Group	Marion Millership	John Toye
Constitution Working Party	Virginia Gay	Pauline Grove-Jones
Council Tax Support Working Party	Eric Seward	Karen Ward
Big Society Grants Fund Panel	Saul Penfold	Nigel Housden

17. APPOINTMENT OF MEMBERS TO OUTSIDE BODIES

It was proposed by Cllr J Rest, seconded by Cllr S Penfold and

RESOLVED

1. To agree the Council appointments to Outside Bodies
2. To note the Executive appointments to Outside Bodies

(As outlined in Minutes Appendix A)

18. EXCLUSION OF PRESS AND PUBLIC

None

19. PRIVATE BUSINESS

None

The meeting concluded at 6.53 pm

Chairman