

DRAFT

Note: These Minutes will remain DRAFT until approved at the next meeting of the Committee

COUNCIL

MINUTES OF THE MEETING HELD ON THURSDAY, 7 DECEMBER 2017

Councillors Present: Steve Ardagh-Walter, Peter Argyle, Howard Bairstow, Pamela Bale, Jeremy Bartlett, Jeff Beck, Dominic Boeck, Graham Bridgman, Paul Bryant, Keith Chopping, Jeanette Clifford, Hilary Cole, James Cole, Jason Collis, Richard Crumly, Lynne Doherty, Billy Drummond, Adrian Edwards, Sheila Ellison, James Fredrickson, Dave Goff, Carol Jackson-Doerge (Vice-Chairman), Marigold Jaques, Mike Johnston, Graham Jones, Rick Jones, Alan Law, Tony Linden, Mollie Lock, Alan Macro, Tim Metcalfe, Ian Morrin, Graham Pask, Anthony Pick, James Podger, Garth Simpson, Richard Somner, Anthony Stansfeld and Quentin Webb (Chairman)

Also Present: Nick Carter (Chief Executive), Rachael Wardell (Corporate Director - Communities), Sarah Clarke (Interim Head of Legal Services), Joanna Reeves (Principal Policy Officer), Shiraz Sheikh (Interim Legal Services Manager) and Jim Sweeting (Sports and Leisure Manager)

Apologies for inability to attend the meeting: John Ashworth, Councillor Dennis Benneyworth, Councillor Anthony Chadley, Councillor Lee Dillon, Councillor Marcus Franks, Councillor Manohar Gopal, Councillor Paul Hewer, Councillor Clive Hooker, Honorary Alderman Joe Mooney, Councillor Virginia von Celsing, Councillor Emma Webster and Councillor Laszlo Zverko

Councillors Absent: Councillor Rob Denton-Powell, Councillor Nick Goodes and Councillor Gordon Lundie

PART I

57. Chairman's Remarks

The Chairman reported that former Councillor and Honorary Alderman Geoff Findlay had passed away on 10 November 2017.

He was also saddened to report that Councillor Kathleen French passed away on the 17 November 2017.

The Chairman asked the Council to observe a minute's silence as a mark of respect and an opportunity to reflect on the lives of Geoff and Kathleen.

Councillor Graham Jones reported that Honorary Alderman Geoff Findlay OBE was known to approximately half the members in the Chamber, having been elected to the Council in 2003 when Councillor Jones was Leader of the Opposition. Geoff was quickly appointed to the Shadow Executive and later the Executive.

Councillor Jones reported that Geoff embodied dedication: he was the master of his brief and a master of detail. Geoff's service was also admirable: he worked 80-90 hours per week. Finally, Geoff was a conscientious man who lived to work despite the health issues he suffered in later life. Councillor Jones stated that Geoff was the most dedicated Councillor he had ever worked with.

Councillor Garth Simpson reported that he had first met Geoff Findlay while working on Richard Benyon's election campaign and had got to know him better through Cold Ash Conservatives. He was a hard worker, holding four portfolio jobs including a role on Cold Ash Parish Council to which he had made a significant contribution. Tributes at Geoff's

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funeral had also revealed his commitment to education, his work ethic and that he was a keen sportsman. In recent years he had become frail however had still been committed to public service and served as the Chairman to Cold Ash Parish Council. Geoff had been married to his wife Jill for 62 years and was part of a strong loving family.

Councillor Hilary Cole reported that Geoff excelled in everything he did, including as an off-piste skier. She particularly remembered the hard work he put into the Council's waste contract and stated that the recycling centre at Padworth would be his legacy. Officers had also valued his input.

Councillor Cole also recognised the commitment of her predecessor, Kathleen French. She noted her thanks and remembrance.

Councillor Adrian Edwards stated that he knew Geoff during their time in the armed forces and that he was renowned for his skills as a cricketer.

Councillor Edwards also remembered Kathy French from their time together on Newbury District Council. She had been a good Councillor and put the residents that she represented first. She had been well known in her village and Councillor Edwards recalled her parties that he would cycle to.

Councillor Tony Linden stated that Geoff Findlay was dedicated and admired.

The Chairman reported that he, the Vice-Chairman and former Chairmen had attended 67 events since the last Council meeting.

In particular he highlighted the Lord-Lieutenant's Awards Ceremony, the ghost train ride at the Michaelmas Fair with former vice-chairman Councillor Jeanette Clifford, the Queen's Awards for Voluntary Service Ceremony, the Road Death Memorial Service, the opening of the new autism unit for Fir Tree Primary School and the wheelchair basketball match between the Queen's Award team Thames Valley Kings and the Gloucestershire Blazers.

58. Presentations of the West Berkshire Community Champion Awards (C3225)

The Chairman announced that the West Berkshire Council Community Champion Awards were launched in September 2014. In addition to the pre-existing Junior Citizen Award, three new awards were created: the Community Group of the Year; Volunteer of the Year; and the Lifetime Achievement Award. An excellent response had been received in three categories in 2017 and the standard of the nominations was very high.

A judging panel of independent representatives met to consider the nominations and he thanked them for their contribution to the awards. Councillor Webb also thanked all the nominators. He felt that it was very encouraging to hear of the contributions that volunteers made in the community as, increasingly, volunteers would play a greater part in the provision of public services and it was important that their contributions were acknowledged.

The Chairman announced that there would be two winners of the Pat Eastop Junior Citizen of the Year award due to the high standard of nominations.

The first winner was Riley Collier. Riley was nominated by Joe Sutton for the selfless way that he cared for his mother, Claire, and the mature manner with which he coped with adult responsibilities around the home.

The judges were particularly taken with Riley's self motivation in all that he did and acknowledged the extent of his commitment.

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Unfortunately Riley was unable to stay for the evening so the Chairman had met him earlier in the day to present the award.

The second joint winner for the Pat Eastop Junior Citizen Award was Bradley Ruffey. Bradley was nominated by Sonia Harris.

Bradley was a care leaver and although initially reserved about his own wishes, Bradley was supported, through the Action for Children advocate scheme, to speak at review meetings. He gradually grew in confidence and he found his voice and went on to support other children in a similar position; becoming a volunteer and now an ambassador for the charity.

The judges were impressed with the extent of Bradley's commitment to help others in a similar challenging situation and felt that he was a shining role model for other children in care.

The winner of the Volunteer of the Year Award was Bob Lyon of Frilsham Village. Bob was nominated by Frilsham Parish Council with additional testimonials from Marcus Allum, Jules de Jongh, Sandra Wilkinson and Allison Gillespie.

Since moving to Frilsham 18 years before, Bob had been at the centre, and in many cases, the initiator of a wide range of community events and organisations in the village.

The judges described Bob as 'superhuman' and noted his long and exceptional impact on the lives of so many within the village.

Turning to the Community Group of the Year award, the Chairman announced that the judging panel was, again, very impressed by the nominations and decided to award a Highly Commended as well as a winner in this category.

The Highly Commended Award for Community Group of the Year went to the Carnarvon Place Gardening Group, nominated by Sandra Atkinson who explained that the group was resident-led and worked hard to enhance the environment, through gardening, for the benefit of all residents in the over 55 supported housing scheme.

The judges were particularly impressed by the enthusiasm and inclusive nature of the group, including the fundraising and sharing of produce amongst residents.

The winner of the Community Group of the Year was Heartstart Thatcham, nominated by Ann Allen. Ann explained that Heartstart Thatcham brought the Heartstart scheme, which was a British Heart Foundation initiative, to Thatcham and surrounding areas. The scheme provided free Emergency Life Support (ELS) training in the community and had also raised sufficient funds to place many external defibrillators around the West Berkshire area.

The judges noted the passion of the volunteers to promote and expand the initiative and believed them to be very worthy winners of the Community Group of the Year award.

Finally, the Chairman announced the Lifetime Achievement Award. Once again, the judging panel was very impressed by the nominations and decided to also award Joint Winners in this category.

The first Joint Winner of the Lifetime Achievement Award was Lady Eliza Mays-Smith, nominated by Richard Griffiths-Jones, with a further testimonial from The Reverend Mary Harwood.

Lady Eliza had been a governor of St. Andrew's School, Chaddleworth and latterly of Chaddleworth St. Andrew's and Shefford Church of England Federated Primary Schools for over 30 years, 25 of which, she had been Chair of Governors. She had also chaired, for many years, the Saunders Wynn and Coventry Educational Foundation, a small

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charitable foundation whose objective was to assist with the educational development of the young people of Chaddleworth.

Lady Eliza was described as constantly supportive and ever present, having worked tirelessly, through times good and times more difficult, in her various village roles. Over very many years, her wise counsel and sensible approach was greatly appreciated in the local community, and had resulted in her being regarded with great affection and in the highest esteem. As an unsung hero, she had always been and remained much loved and respected by all those who knew her in her local community.

The judges remarked upon Lady Eliza's proactive but quiet positive impact on the village for over thirty years.

The other Joint Winner of the Lifetime Achievement Award was Paul Cooke of Thames Valley Amateur Boxing Club who was nominated by Chloe Cooke. Paul was nominated for Volunteer of the Year but was moved to Lifetime Achievement by the judges.

Paul ran the Thames Valley Amateur Boxing Club in Newbury three to four times per week. With current membership of over 200, the club offered boxing activities and fitness for children as young as 10 years old and was open for males and females. It was a well established and highly respected boxing club which gave the youth of West Berkshire the chance to learn self discipline, whilst building their self confidence under the strict guidance of qualified coaching staff and within the rules of the Amateur Boxing Association of England. Paul had been involved with the club for forty years and coach for thirty of those; he was the heart and soul of this local boxing club. He spent most evenings at the gym and travelled with his boxers to amateur boxing matches most Fridays and Saturdays. He ran an annual dinner show at Newbury Racecourse and arranged a summer camp for his boxers.

The panel was impressed with the longevity of Paul's commitment to the club and the extent of his input throughout the week.

The Chairman thanked all those that had taken the time to attend the meeting.

59. Minutes

The minutes of the meeting held on 14 September 2017 were approved as a true and correct record and signed by the Chairman.

The minutes of the extraordinary meeting held on 31 October 2017 were approved as a true and correct record and signed by the Chairman.

60. Declarations of Interest

There were no declarations of interest received.

61. Membership of Committees

The Monitoring Officer advised of the following changes to the membership of Committees since the previous Council meeting:

Executive

Councillor Graham Jones announced that with immediate effect Councillor Graham Bridgman would be replacing Councillor Keith Chopping on the Executive.

Councillor Jones advised that he and Councillor Chopping had worked together off and on since 2003 had had formed a firm friendship. He thanked Councillor Chopping for his support.

Councillor Jones reported that Councillor Bridgman was a master of detail and challenge who would bring humour to the Executive.

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Councillor Chopping advised that it had been a privilege and pleasure to work with Councillor Jones and stated he could think of no better Leader.

Governance and Ethics Committee

Councillor Graham Jones proposed that Councillor Keith Chopping replace Councillor Graham Bridgman on the Governance and Ethics Committee. The proposal was seconded by Councillor Hilary Cole.

62. Petitions

No petitions were presented to the Council.

63. Public Questions

There were no public questions received.

64. Licensing Committee

The Council noted that, since the last meeting, the Licensing Committee had met on 28 September 2017.

65. Personnel Committee

The Council noted that, since the last meeting, the Personnel Committee had not met.

66. Governance and Ethics Committee

The Council noted that, since the last meeting, the Governance and Ethics Committee had met on 27 November 2017.

67. District Planning Committee

The Council noted that, since the last meeting, the District Planning Committee had not met.

68. Overview and Scrutiny Management Commission

The Council noted that, since the last meeting, the Overview and Scrutiny Management Committee had met on 17 October 2017.

69. Joint Public Protection Committee

The Council noted that, since the last meeting, the Joint Public Protection Committee had met on 19 September 2017.

70. Adjournment of the Meeting

RESOLVED that the meeting of Council be adjourned to enable the Licensing and Governance and Ethics Committees to meet to determine their Vice-Chairmen.

The meeting was adjourned at 7.46pm.

71. Recommencement of the Meeting

The meeting was reconvened at 7.49pm.

72. Leisure Centre Fees and Charges 2018 (C3223)

The Council considered a report (Agenda Item 17) concerning the contractual requirement for an annual price review for 2018 for the leisure contractor to come into effect from 1st January 2018.

MOTION: Proposed by Councillor Hilary Cole and seconded by Councillor Dominic Boeck.

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That the Council:

“approves the proposed increase in Fees and Charges as outlined for the leisure management contract”.

Councillor Hilary Cole in introducing the report noted that it was a contractual requirement for an annual price review for 2018 for the leisure contractor to come into effect from 1st January 2018.

Once discounts, as set out in paragraph 5.2, were applied it would result in an average increase of 3.1% in the charges applied to West Berkshire Card holders in line with the Retail Price Index at the end of the Contract year (3.5% - June 2017) when rounded to the nearest 5p.

Councillor Mollie Lock expressed concern that junior rates were applied to children aged 16 and under. In light of the fact that young people were required to be in education or training until they were 18, she asked that this be considered in the future.

Councillor Cole advised that she would pass on Councillor Lock’s comments to the contractor.

The Motion was put to the meeting and duly **RESOLVED**.

73. **Amendments to the Scheme of Delegation (C3093)**

The Council considered a report (Agenda Item 18) concerning amendments to the Scheme of Delegation.

MOTION: Proposed by Councillor Graham Bridgman and seconded by Councillor Alan Macro.

That the Council:

“Resolves to approve the amendments to Scheme of Delegation, Part 3 of the Constitution and adopts the version contained in Appendix A.”

The Motion was put to the meeting and duly **RESOLVED**.

Councillor Bridgman noted that the Scheme of Delegation had been updated in order to comply with legislative changes. He noted that a general delegation had been proposed to allow Heads of Service to execute customer facing functions. It was deemed that this general delegation would offer greater flexibility subject to appropriate controls. Changes had been proposed by the Governance and Ethics Committee which had been included but some formatting corrections were required and could be made by the Monitoring Officer under her delegated powers.

Councillor James Cole reported that, as the outgoing Chairman of the Governance and Ethics Committee, he knew of the major exercise that had been undertaken by Sarah Clark and Shiraz Sheikh to update the document. He thanked Councillor Bridgman also for his input and announced that he would be missed by the Governance and Ethics Committee.

Councillor Chopping reported that the update had been a necessary housekeeping exercise and thanked officer in Legal Services for their work.

Councillor Macro thanked the officers for their work which required attention to detail.

The Motion was put to the meeting and duly **RESOLVED**.

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74. **Proposed Member Development Programme 2018/19 (C3221)**

The Council considered a report (Agenda Item 19) concerning the proposed Member Development Programme for 2018/19.

MOTION: Proposed by Councillor Graham Bridgman and seconded by Councillor Keith Chopping:

That the Council:

“agrees the proposed Member Development Programme for 2018/19.”

Councillor Graham Bridgman encouraged Members to attend the session which had been put into the 2017/18 programme on the General Data Protection Regulations.

Councillor James Fredrickson stated that he understood that it was sometimes difficult for Members to attend sessions if they worked outside of the District and he welcomed the proposal to webcast the sessions.

Councillor Paul Bryant stated that a useful joint session on Licensing had been held with Wokingham Borough Councillors and he hoped that more joint sessions would be held in the future. He also hoped that sessions could be aligned to those held by the Fire Authority to avoid duplication.

Councillor Macro echoed Councillor Fredrickson’s comments in welcoming webcasting and noted that the technical issues highlighted in the report would need to be addressed.

Councillor Bridgman agreed that collaboration with other Councils was a good idea and he supported the use of webcasting.

The Motion was put to the meeting and duly **RESOLVED**.

75. **2018/19 West Berkshire Council Timetable of Public Meetings (C3224)**

The Council considered a report (Agenda Item 20) concerning the proposed timetable of public meetings for the 2018/19 Municipal Year.

MOTION: Proposed by Councillor Graham Jones and seconded by Councillor Hilary Cole:

That the Council:

“agrees the proposed timetable of Public Meetings for 2018/19 Municipal Year.”

Councillor Graham Jones in introducing the report explained that the number of meetings took into account the volume of business demands. Early adoption would allow time for the Members to ensure that the meetings were in their diaries before the Municipal Year started.

The Motion was put to the meeting and duly **RESOLVED**.

76. **Members' Questions**

A full transcription of the Member question and answer session is available from the following link: (link to pdf on website)

- (a) A question standing in the name of Councillor Alan Macro on the subject of fly tipping on private land was answered by the Executive Member for Culture and Environment.
- (b) A question standing in the name of Councillor Alan Macro on the subject of penalties for fly tipping was answered by the Executive Member for Culture and Environment.

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- (c) A question standing in the name of Councillor Alan Macro on the subject of potential use of CPO powers for the land at Sandford was answered by the Executive Member for Planning, Housing and Leisure.
- (d) A question standing in the name of Councillor Lee Dillon on the subject of project management for Highwood Copse School was answered by the Executive Member for Culture and Environment.
- (e) A question standing in the name of Councillor Lee Dillon on the subject of penalties for fly tipping was answered by the Executive Member for Planning, Housing and Leisure.

A full transcription of the public and Member question and answer sessions are available from the following link: [Transcription of Q&As](#).

(The meeting commenced at 7.00pm and closed at 8.15pm)

CHAIRMAN

Date of Signature