

WEST OXFORDSHIRE DISTRICT COUNCIL

At the Annual Meeting of the
WEST OXFORDSHIRE DISTRICT COUNCIL
held in the Council Chamber, Council Offices, Woodgreen,
Witney, on Wednesday 16 May 2018 at 2:00pm

PRESENT

Councillors: N A MacRae MBE (Chairman), Mrs M J Crossland (Vice Chairman), J R Acock, A J Adams, A H Al-Yousuf, Mrs J C Baker, A C Beaney, R J M Bishop, Ms R M Bolger, Mrs L C Carter, A S Coles, N G Colston, J C Cooper, D A Cotterill, C Cottrell-Dormer, Ms M E Davies, P J G Dorward, Mrs J M Doughty, D S T Enright, Mrs E H N Fenton, E J Fenton, S J Good, J Haine, P J Handley, A D Harvey, Miss G R Hill, D N Jackson, E H James, P D Kelland, R A Langridge, Ms E P R Leffman, N P Leverton, M D McBride, Mrs M L Mead, J F Mills, T J Morris, K J Mullins, T N Owen, Dr E M E Poskitt, A H K Postan, C M Rylett, G Saul and H E T St John

I. ELECTION OF CHAIRMAN

By virtue of the provisions of the Local Government Act 1972, Mr MacRae took the Chair. He expressed his thanks to Members for their support in the four years during which it had been his honour and privilege to represent West Oxfordshire District Council as Chairman. He thanked Mrs Crossland for her support as Vice-Chairman and expressed his appreciation of the guidance provided by David Neudegg, Frank Wilson and Keith Butler. Mr MacRae also thanked Mrs Mandy Smith for her unfailing efficiency as his personal assistant and his wife, Carole, who had accompanied him at numerous civic events both within the District and further afield.

Mr Mills proposed a vote of thanks to Mr MacRae for the conscientious way in which he had represented the Council during his term of office. He stressed that the duties of Chairman required a substantial degree of commitment and expressed his thanks to Mrs MacRae for the support she had given in fulfilling that role. In conclusion, Mr Mills indicated that the contribution made by Mr MacRae had been highly valued by a range of groups and partner organisations beyond civic authorities.

Members joined Mr Mills in expressing their thanks to Mr and Mrs MacRae.

Mr MacRae then invited nominations for the office of Chairman. It was:

RESOLVED: that Mrs M J Crossland be elected Chairman of the Council for the ensuing year.

The Chairman signed the Declaration of Acceptance of Office and thanked Members for their support. Mrs Crossland indicated that she accepted the honour of the office of Chairman humbly and, having regard to the line of excellent former Chairmen, acknowledged that she had 'large shoes to fill'. Mrs Crossland spoke fondly of Mr Keith Stone, a former Chairman, who had inspired her into public service, and expressed her own thanks to Mr MacRae for his hard work throughout the County as Chairman during which time he was well respected as the 'face of West Oxfordshire'.

Mrs Crossland then presented Mr MacRae with his Past Chairman's Badge.

Mr Enright expressed thanks to Mr MacRae on behalf of the Labour Group for his work on behalf of the Council and, in particular, for his support of music at Wood Green School. He suggested that it was apposite, 100 years after women were granted the vote, for West Oxfordshire to have the first female Chairman since Mrs Margaret Frost in 1988. Mr Enright also welcomed the fact that the composition of the Council was more diverse than ever before.

Mr Cooper expressed his thanks to Mr MacRae on behalf of the Liberal Democrat Group for all his hard work on the Council's behalf.

In response to a question from Mr Handley, Mrs Crossland advised that she would prefer to be addressed as Madam Chairman.

2. APPOINTMENT OF VICE-CHAIRMAN

The Chairman invited nominations for the office of Vice-Chairman.

RESOLVED: that Mr A H K Postan be appointed Vice-Chairman of the Council for the ensuing year.

The Vice-Chairman signed the Declaration of Acceptance of Office and thanked Members for their support.

3. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs L J Chapman, H B Eaglestone, A M Graham, R D J McFarlane MBE, G H L Wall and B J Woodruff.

4. DECLARATIONS OF INTEREST

Mr Harvey declared an interest in Agenda Item No. 14 (Sealing of Documents) by virtue of his tenancy of Council owned property at Newman Court, Witney.

There were no other declarations of interest from Members or Officers relating to items to be considered at the meeting.

5. RECEIPT OF ANNOUNCEMENTS

Mrs Crossland welcomed newly elected Members to the Council and expressed the hope that they would find their time with West Oxfordshire enjoyable. She cautioned that the work might be harder than they had anticipated but stressed that the achievements were particularly satisfying.

Mrs Crossland reminded Members that, when speaking at full Council, Members were to stand and address the meeting through the Chair. She also advised that dress applicable to the formality of the occasion was anticipated.

Mrs Baker noted that one of the benefits of the Council was the ability to help the local community. She advised that she had recently attended the opening of the Woodstock Youth Centre's new building which had received a Community Facilities Grant of £50,000 from the Council.

Mrs Baker had also attended the Sports Awards evening with the Chairman of the Council at which more than 50 individual athletes had received awards through the scheme operated in partnership with the Council's leisure services provider GLL. Both these projects illustrated how the Council was able to support and recognise the contributions made by young people in West Oxfordshire.

Mr Haine reminded Members that training was a pre-requisite for those newly appointed to serve on the Area Planning Sub-Committees. Arrangements had been made for a training session to take place at the conclusion of this meeting. This would be open to all Members as those who might wish to substitute at meetings on an occasional basis had also to have received training.

Mrs Crossland encouraged all those who might be interested in attending Planning meetings at some future stage to attend the training.

There were no further announcements from the Chairman, Leader, Members of the Cabinet or the Head of Paid Service.

6. PARTICIPATION OF THE PUBLIC

There were no submissions from members of the public under the provisions of the Council's Rules of Procedure.

7. RETURNING OFFICER'S REPORT ON ELECTIONS HELD ON 3 MAY 2018

The Council received and noted the report of the Returning Officer giving details of the results of the District Council elections held on 3 May 2018.

8. ELECTION OF LEADER OF THE COUNCIL

It was proposed by Mr Morris and seconded by Mr MacRae that Mr Mills be elected Leader of the Council.

On being put to the vote it was unanimously:

RESOLVED: That, in accordance with Article 7.4 of the Constitution, Mr J F Mills be elected as Leader of the Council, for the remainder of his current term of office as a Councillor, i.e. to May 2022.

Following his election as Leader, Mr Mills thanked Members for their continued support and undertook to carry on the hard work of the past two years at a time when significant issues for the District were coming forward.

Mr Mills welcomed those Members newly elected to the Council and expressed his thanks to those who had not retained their seats. In particular, he paid tribute to Mr Colin Dingwall for his hard work in developing the innovative new model for the provision of affordable housing. Mr Mills looked forward to the time when this would start to deliver affordable homes.

9. APPOINTMENT OF EXECUTIVE MEMBERS

The Leader of the Council announced his appointment of the Deputy Leader and other Executive Members in accordance with Article 7.5 of the Constitution.

Mr Mills advised that he was to reappoint Mr Morris as Deputy Leader, thanking him for the support he had provided in that role. In addition to the existing members, he intended to appoint Mr Good and Mr MacRae to the Executive and to revise the portfolio responsibilities as shown in the Appendix to these minutes.

10. APPOINTMENT OF COMMITTEES

The report of the Head of Paid Service regarding the appointment of Committees of the Council was received and considered.

Mr Mills then proposed the recommendations and this was seconded by Mr Morris and on being put to the vote was carried.

RESOLVED:

- (a) That the Committees indicated in paragraph 3.2 of the report be appointed, with the specified membership, for the period to the next annual meeting of the council
- (b) That seats on those Committees be allocated to the political groups in accordance with the rules relating to political balance, and as indicated in the Table under paragraph 3.5 of the report;
- (c) That Members be appointed to each of the Committees in accordance with the wishes of the political groups as shown in the Appendix to these minutes;
- (d) That the non-aligned member be allocated a seat on the Audit and General Purposes and Development Control Committees;

- (e) That in accordance with, and subject to the exceptions in, Rule 4 of the Council Procedure Rules, all Members of each political group not appointed to a committee or sub-committee be named as alternate members for the member or members of that group who have been appointed to that committee or sub-committee;
- (f) That the Licensing Committee be re-constituted for 2018-2019, with a membership of 11; and
- (g) That the seats on the Licensing Committee be allocated to the political groups in accordance with the principles of political balance, and be filled in accordance with their wishes, with the Committee to comprise eight Conservative members, two Liberal Democrat Members and one Member from the Labour Group.

11. SEALING OF DOCUMENTS

The Council received and noted the report of the Head of Paid Service which gave details of documents numbered 11507 to 11520C sealed since the last meeting.

12. APPOINTMENT OF CHAIRMAN PRO-TEM FOR THE ELECTION OF CHAIRMAN OF COMMITTEES

RESOLVED: that Mrs M J Crossland be appointed Chairman pro-tem of the Council's Committees for those meetings to be held following this meeting.

The meeting closed at 2:23pm

CHAIRMAN

WEST OXFORDSHIRE DISTRICT COUNCIL
MEMBERSHIP OF COMMITTEES AND SUB-COMMITTEES 2018/2019

(CHAIRMAN OF COUNCIL: MRS M J CROSSLAND
VICE-CHAIRMAN: A H K POSTAN)

CABINET (6)

Member	Area of Responsibility
J F Mills (Leader)	Leader of the Council: Policy Framework; Corporate Plan; Co-ordination of Executive functions; Public Relations; Oxfordshire Partnership Board; Oxfordshire Growth Board; Oxfordshire Local Enterprise Partnership; Oxfordshire Leaders; Representation on Regional and National Bodies; Economic Development; Business Development; Inward Investment; Rural Development
T J Morris (Deputy Leader)	Resources: Finance and Management; Equalities and Diversity; Customer Services; Information Technology and services; Asset Management; Council Tax and Benefits; Health and Safety; Councillor Development; Shared Services; Efficiency Agenda; Performance Management
Mrs J C Baker	Leisure and Tourism: Tourism; Visitor Information Centres; Sports and Leisure Facilities and Strategy; Arts and Sports Development and Grants; Village Hall Grants; Playground Grants; Young Persons Champion; Support to the voluntary sector; Parish/Town Council Liaison; Assets of Community Value
S J Good	Environment and Housing Management: Car Parking and Transport; Waste Collection and Recycling; Street Scene (Cleansing, Litter and Grounds Maintenance); Energy Advice; Flood Alleviation; Environmental and Regulatory Services (apart from Licensing and Emergency Planning); Broadband; Housing Allocations; Homelessness; Environmental Partnership
J Haine	Strategic Housing and Development: Regional Spatial Strategy; Local Plan; Government planning policies and guidance; Conservation and Design; Design and Historic Environment; Landscape/Biodiversity; Strategic Housing; Provision of Affordable Housing; Sheltered Housing Accommodation; Supporting People; Development Management
N A MacRae	Partnerships and Place: Community and Public Health; Oxfordshire Health Improvement Board; Elderly Persons Champion; Safeguarding; Community Safety Partnership; Crime and Disorder; Neighbourhood Policing; Scrutiny of Police and Crime Commissioner; Licensing; Emergency Planning

Conservative		Labour		Liberal Democrat	Ind
AUDIT AND GENERAL PURPOSES COMMITTEE (17)					
A J Adams Mrs J C Baker N G Colston H B Eaglestone	E J Fenton Miss G R Hill R A Langridge R D J McFarlane	A H K Postan H E T St John B J Woodruff	Ms M E Davies D S T Enright	J C Cooper K J Mullins Dr E M E Poskitt	P J Handley
MISCELLANEOUS LICENSING SUB-COMMITTEE (5)					
S J Good E H James	N A MacRae	G Saul	D N Jackson		
STANDARDS SUB-COMMITTEE (5)					
A C Beaney R J M Bishop	N A MacRae	T N Owen (Standing Deputy)	D S T Enright* *Subsequently replaced by G Saul	J R Acock	
DEVELOPMENT CONTROL COMMITTEE (24)					
A C Beaney R J M Bishop N G Colston D A Cotterill C Cottrell-Dormer Mrs M J Crossland	H B Eaglestone Mrs E H N Fenton E J Fenton S J Good J Haine	P D Kelland R A Langridge N P Leverton A H K Postan B J Woodruff	Ms M E Davies D S T Enright G Saul	J C Cooper D N Jackson Dr E M E Poskitt C M Rylett	P J Handley
LOWLANDS AREA PLANNING SUB-COMMITTEE					
Mrs M J Crossland H B Eaglestone Mrs E H N Fenton E J Fenton	S J Good J Haine P D Kelland	R A Langridge N P Leverton B J Woodruff	D S T Enright	C M Rylett	P J Handley
UPLANDS AREA PLANNING SUB-COMMITTEE					
A C Beaney R J M Bishop N G Colston	D A Cotterill C Cottrell-Dormer J Haine	A H K Postan	Ms M E Davies G Saul	J C Cooper D N Jackson Dr E M E Poskitt	
(Ex officio Non-Voting Member: (Vice Chairman of Development Control Committee – E J Fenton))					

URGENCY COMMITTEE (11)

A C Beaney D A Cotterill Mrs M J Crossland	J Haine A D Harvey J F Mills	T J Morris A H K Postan	D S T Enright	J C Cooper A M Graham	
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ECONOMIC AND SOCIAL OVERVIEW AND SCRUTINY COMMITTEE (14)

A C Beaney Mrs J M Doughty H B Eaglestone Mrs E H N Fenton	E J Fenton P D Kelland N P Leverton	Mrs M L Mead T N Owen B J Woodruff	Ms R M Bolger Mrs L C Carter	J R Acock A M Graham	
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FINANCE AND MANAGEMENT OVERVIEW AND SCRUTINY COMMITTEE (14)

A J Adams A H Al-Yousuf Mrs L J Chapman D A Cotterill	C Cottrell-Dormer P J G Dorward A D Harvey	E H James A H K Postan G H L Wall	D S T Enright G Saul	J C Cooper K J Mullins	
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ENVIRONMENT OVERVIEW AND SCRUTINY COMMITTEE (14)

A H Al-Yousuf R J M Bishop P J G Dorward H B Eaglestone	Mrs E H N Fenton E J Fenton A D Harvey	Miss G R Hill M D McBride A H K Postan	Mrs L C Carter A S Coles	Ms E P R Leffman C M Rylett	
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LICENSING COMMITTEE (11)

H B Eaglestone Mrs E H N Fenton E J Fenton	S J Good A D Harvey E H James	N A MacRae A H K Postan	G Saul	Ms E P R Leffman Dr E M E Poskitt	
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