

Tuesday, 11 May 2021

Tel: 01993 861522
e-mail - democratic.services@westoxon.gov.uk

ANNUAL COUNCIL MEETING OF THE WEST OXFORDSHIRE DISTRICT COUNCIL

You are summoned to a meeting of the Council to be held at the Windrush Leisure Centre, Witan Way, Witney, OX28 4YA on **Wednesday, 19 May 2021 at 2.00 pm.**



Giles Hughes
Chief Executive

To: All Members of the Council

Recording of Proceedings – The law allows the public proceedings of Council, Cabinet, and Committee Meetings to be recorded, which includes filming as well as audio-recording. Photography is also permitted. By participating in this meeting, you are consenting to be filmed.

As a matter of courtesy, if you intend to record any part of the proceedings please let the Committee Administrator know prior to the start of the meeting.

AGENDA

1. **Election of Chairman**
To elect a Chairman of West Oxfordshire District Council for the Civic Year 2021/22.
2. **Chairman to make declaration of Acceptance of Office**
3. **Appointment of Vice-Chairman**
To appoint a Vice-Chairman for the Civic Year 2021/2022.
4. **Vice-Chairman to make declaration of Acceptance of Office**
5. **Minutes of Previous Meeting**
To approve the minutes of the meeting held on 28 April 2021.
6. **Apologies for Absence**
To receive any apologies for absence.
7. **Declarations of Interest**
To receive any declarations from Members of the Committee on any items to be considered at the meeting
8. **Receipt of Announcements**
To receive any announcements from The Chairman, Leader, Members of the Cabinet or the Head of Paid Service.
9. **Participation of the Public**
To receive any submissions from members of the public, in accordance with the Council's Rules of Procedure.
10. **Returning Officer's Report on Elections held 6 May 2021 (Pages 5 - 6)**
Purpose:
To consider the Returning Officer's report on the results of the elections held on 6 May 2021.
Recommendation:
That the report be noted.
11. **Appointment of Deputy Leader and Cabinet Members**
The Leader of the Council to announce her appointment of the Deputy Leader and her appointments to the Executive.
12. **Appointment of Committees 2021-2022 (Pages 7 - 10)**
Purpose:
To appoint the Committees of the Council, in accordance with the Constitution and, where applicable, the rules relating to political balance.
Recommendations:
(a) That the Committees indicated in paragraph 1.2 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 and the non-grouped members in accordance with the rules relating to political balance, and as indicated in the Table under paragraph 2.3 subject to the Council deciding (i) on which two of the three Overview and Scrutiny Committees the Conservative Group should be allocated an additional seat; and (ii) on which of those two Committees the Liberal Democrats and non-grouped members respectively should surrender a seat;
 - (c) That, as a consequence of the political balance figures and the foregoing decisions, Council determines which of the non-aligned members is allocated: (i) a seat on the Audit and General Purposes Committee; (ii) two seats on the Development Control Committee; (iii) a seat on the Urgency Committee; and (iv) a seat on the two Overview and Scrutiny Committees as approved by Council under recommendation (b) above;
 - (d) 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;
 - (e) That the Licensing Committee be re-constituted for 2021-2022, with a membership in the range of 10-15; and
 - (f) That seats on the Licensing Committee be allocated to the political groups in accordance with the principles of political balance and, having regard to the information in paragraphs 2.6 and 2.7 below, be filled in accordance with their wishes.

13. **Appointment of Chairman and Vice-Chairman of Committees (Pages 11 - 14)**

Purpose:

To appoint a Chairman and Vice-Chairman to each of the Council's Committees as per the list at Annex A.

Recommendation:

That a Chairman and Vice-Chairman be agreed for each of the Council's Committees.

(END)