

## MID SUFFOLK DISTRICT COUNCIL

Minutes of the Council meeting of the **MID SUFFOLK DISTRICT COUNCIL** held at the Council Offices, Needham Market on 28 July 2016 at 5:30pm.

### PRESENT:

Councillors:	Gerard Brewster	John Matthissen
	David Burn	Lesley Mayes
	John Field	Suzie Morley
	Julie Flatman	Dave Muller
	Jessica Fleming	Mike Norris
	Elizabeth Gibson-Harries	Derek Osborne
	Nick Gowrley	Penny Otton
	Kathie Guthrie	Jane Storey
	Derrick Haley	Andrew Stringer
	Matthew Hicks	Keith Welham
	Glen Horn	Kevin Welsby
	Diana Kearsley	John Whitehead
	Anne Killett	David Whybrow
	John Levantis	Jill Wilshaw
	Wendy Marchant	

### In attendance:

Chief Executive  
Strategic Director (ME)  
Interim Assistant Director (Law and Governance and Monitoring Officer)  
Interim Head of Democratic Services  
Assistant Director (Corporate Resources)  
Interim Projects (Governance and Electoral)  
Corporate Manager (Open for Business)  
Economic Development Officer  
Governance Support Officer (VL/KD)

### Also attending:

Peter Maddison – Lead Commissioner, Local Government Boundary Commission for England  
Richard Buck – Review Manager, Local Government Boundary Commission for England

**Note:** The Chairman explained the rules and procedures for the Council, members of the public and the press to record/film/photograph or broadcast the meeting when the public and press are not lawfully excluded.

### CL62 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillors Roy Barker, James Caston, Rachel Eburne, Paul Ekpenyong, Charles Flatman, Gary Green, Lavinia

Hadingham, Barry Humphreys MBE, Esther Jewson, Sarah Mansel and Timothy Passmore.

### **CL63 DECLARATIONS OF INTEREST**

None received.

### **CL64 MINUTES OF THE MEETING HELD ON 29 JUNE 2016**

#### **Report C/52/16**

The minutes of the meeting held 29 June 2016 were confirmed as a correct record, subject to the following amendment to:

- To remove Councillors James Caston and Timothy Passmore from the attendance list.

Councillor Penny Otton enquired to see if there was an answer available for the question she raised at the Council meeting on 29 June (CL47). Councillor Nick Gowrley advised that he had met with the Assistant Chief Executive of Suffolk County Council and a meeting with the relevant officer had been arranged. Once this had taken place he would advise and feedback.

By a unanimous vote.

#### **RESOLUTION**

*That the minutes of the meeting held on 29 June 2016 be confirmed as a correct record*

### **CL65 CHAIRMAN'S ANNOUNCEMENTS**

#### **Report C/53/16**

The report was received.

The Chairman also gave an announcement regarding the Mid Suffolk Light Railway and Afternoon Tea fund raiser that was held 23 July. She advised Members that over £2,000 had been raised and she gave thanks to staff who had assisted and helped to organise the day.

Councillor Penny Otton requested that the Council extended their congratulations to Thurston Community College who were the only school in the county to receive one of 18 specially commissioned banners marking 800 years since the creation of Magna Carta. She asked if the Communications team could reach out and remind the college that they were part of the Mid Suffolk district, and not the St Edmundsbury district. Councillor Gibson-Harries advised that she would send a letter of congratulations to Thurston Community College.

### **CL66 PUBLIC PARTICIPATION SESSION**

No requests had been received.

## **CL67 QUESTIONS FROM THE PUBLIC**

There were no questions from the public.

## **CL68 QUESTIONS FROM MEMBERS**

The following question was received from Councillor Anne Killett, in accordance with Council Procedure Rule No 16 and with prior due notice given:

‘In Report X/36/15 to the Executive Committee and Strategy Committee titled ‘Accommodation Update’, under the heading ‘Consultation’, paragraph 5.2 it was set out that ‘The long term accommodation strategy will be the subject of consultation with the communities directly impacted by the strategy – namely Hadleigh and Needham Market; with service users and local communities using our services; and with all councillors and our workforce.’ What consultation has there been with the communities of Needham Market and Hadleigh and what concerns raised about the potential impact of the in principle preferred strategy for accommodation which was proposed in the message from Councillors Nick Gowrley and Jennie Jenkins 19 July 2016?

Councillor Nick Gowrley provided a response to Councillor Killett’s question, as follows:

‘Thank you very much for your question, which I will address by saying at the outset that no decision to vacate either the Needham Market or Hadleigh sites has been taken. Conservative Group members from both Councils have merely provided a political steer so that officers can begin drafting papers containing full details of all the considered options for Council on 22 September. Details of the work that will be undertaken to assess the socio economic impact, if either of the two sites were vacated, will be included.

If at Council a decision is taken to vacate one or either of the sites we would then undertake consultation with the communities about the redevelopment of the sites. We will also undertake a full equality impact assessment to assess any impact if service delivery does change or if a service does not continue at either of the headquarter sites. We will also formally consult with staff about any changes for them, and we will form and work with a member task and finish group to understand and work through any changes for councillors and the communities they serve.’

## **CL69 TO RECEIVE NOTIFICATION OF PETITIONS IN ACCORDANCE WITH THE COUNCIL’S PETITION PROCEDURE**

None received.

## **CL70 PRESENTATION BY THE LOCAL BOUNDARY COMMISSION FOR ENGLAND**

Peter Maddison, Lead Commissioner for the Local Government Boundary Commission for England (LGBCE), introduced the item and outlined the role of the Commission which was to ensure an electors vote carried similar weight across the district. Richard Buck, Review Manager for the Local Government Boundary Commission for England (LGBCE) gave a short presentation outlining the context

for an Electoral Review along with a detailed explanation of the statutory process and indicative timeline for the review.

He answered Members questions including:

- How parish boundaries would be taken into account.
- If upcoming growth information for the district would be used, or whether the review would be based on current information.
- What data was used to provide the figures in the presentation
- The timeline given in the presentation
- Information that would be taken into account during the review
- Would wards be limited to be single Member wards

Note: Councillor Jane Storey left the meeting prior to the conclusion of the presentation. Councillor Jessica Fleming left the meeting at the conclusion of this item.

## **CL71 ELECTORAL REVIEW FOR MID SUFFOLK DISTRICT COUNCIL**

**Report C/54/16**

**Chief Executive**

The Local Government Boundary Commission for England (LGBCE) will be carrying out an electoral review of Mid Suffolk District Council, which will seek to deliver electoral equality for voters in local government elections. The aim of the review will be to recommend ward boundaries which mean that each councillor represents approximately the same number of electors.

At present some councillors represent more electors than other elected members elsewhere in the district; this had triggered an intervention review which would be undertaken by the LGBCE following a statutory procedure with a target date of December 2017 for laying an electoral order.

The report provided a summary of the key stages of the electoral review and an indicative timetable (Appendix A).

At the meeting the LGBCE provided a detailed explanation of the context for an Electoral Review and the statutory process undertaken including the role of Councillors. There was also the opportunity to ask questions and seek clarification on key aspects of the review.

Babergh District Council on 26 July 2016 considered the rationale for and opportunities offered by carrying out an Electoral Review alongside Mid Suffolk District Council at this time and agreed that this should proceed.

Councillor Nick Gowrley introduced the report and advised Members that recommendation 2.1 should refer to Appendix A and not Appendix 1.

By a unanimous vote.

### **RESOLUTION**

*That Council notes and endorses the content of the report and the indicative timetable for the Electoral Review for Mid Suffolk District Council (Appendix A)*

## **CL72 DESIGNATION OF THE HEAD OF PAID SERVICE ROLE**

**Report C/55/16**

**Assistant Director (Law and Governance)  
Assistant Director (Corporate Resources)**

Members were requested to designate an Officer to be the acting Head of Paid Service for Babergh and Mid Suffolk District Council for the intervening period before a permanent Joint Chief Executive is appointed.

The Interim Assistant Director (Law and Governance and Monitoring Officer) advised Members that the Chief Executive's leaving date was 3 August 2016 and not 31 July 2016 as detailed in the report.

Councillor Nick Gowrley advised Members that the candidate recommended by the Task and Finish Group was Deborah Cadman, Chief Executive of Suffolk County Council.

By a unanimous vote.

### **RESOLUTION 1**

*That the candidate recommended by the Task and Finish Group for designation as the Acting Head of Paid Service for Babergh and Mid Suffolk District Councils be considered and approved to undertake the statutory role pending the appointment of a permanent Joint Chief Executive*

### **RESOLUTION 2**

*That the Monitoring Officer be given delegated authority to make any required changes to the Council's Constitution resulting from the resolution under recommendation 2.1 above*

### **RESOLUTION 3**

*That any designated Acting Head of Paid Service be approved as Proper Officer under S270(3) of the Local Government Act 1972*

### **RESOLUTION 4**

*That the Deputy Chief Executive be designated as the Returning Officer and Electoral Registration Officer*

## **CL73 APPOINTMENT OF MEMBERS TO JOINT GROUPS OUTSIDE LOCAL GOVERNMENT ACT 1972**

**Report C/38/16**

**Interim Head of Democratic Services**

At the meeting on 28 April 2016 the Council appointed Members to serve on the Council's Joint Bodies, which were not subject to Local Government Act 1972 rules.

The Interim Head of Democratic Services advised Members that Appendix 2 contained an error, Councillor Esther Jewson was on the Joint Staff Consultation Committee and not Councillor David Whybrow.

By a unanimous vote.

### **RESOLUTION 1**

*That the political representative calculations for the bodies referred to in Paragraph 9.2 as contained in Appendix 1 be approved*

### **RESOLUTION 2**

*That the membership of the groups as detailed in Appendix 2 be approved and that Councillor Wendy Marchant be appointed to the vacant seat on the Joint Health and Safety Committee*

## **CL74 LEADER (AND ASSETS AND INVESTMENTS PORTFOLIO)**

**Report C/57/16**

**Councillor Nick Gowrley**

The report was received.

Councillor Penny Otton was pleased to see that Film Fix UK had been awarded a contract to promote Suffolk as a film location, by the Suffolk Public Sector Leaders Group (SPSLG). However she was concerned on how the funding allocated to the Film Fix UK project by the group, was approved as it came from the Suffolk Local Authorities pooled business rates. She enquired if there was a way to scrutinise and make recommendations to them.

Councillor Nick Gowrley advised that the SPSLG had delegated authority to make funding decisions but advised that he would bring a report detailing how the funds were used, to the next Council meeting.

Councillor John Matthissen requested information on where the 17 new homes purchased by the Council were located. Councillor Nick Gowrley advised that he would provide a list, outside the meeting.

## **CL75 EXECUTIVE COMMITTEE FORWARD PLAN**

**Report C/58/16**

The report was received.

Councillor Keith Welham asked for information regarding the Passivhaus and Sheltered Housing Review reports and an assurance they would be brought to Executive Committee on the scheduled dates.

Councillor Nick Gowrley advised that work was ongoing to produce the reports and they should be included in the Forward Plan on the dates shown.

## **CL76 BUSINESS GROWTH AND INCREASED PRODUCTIVITY PORTFOLIO**

**Report C/59/16**

**Councillor Gerard Brewster**

The report was received.

Councillor Andrew Stringer requested that when a report detailing the outcome of the call for sites was written, that the sites were indexed in a way that wasn't numerical as this had caused confusion in the past.

Councillor Keith Welham requested that Stowupland was given its own map in relation to the call for sites, as there had been instances when they had been shown as Stowmarket North.

Councillor Gerard Brewster advised both these points would be looked into.

#### **CL77 ENVIRONMENT PORTFOLIO**

**Report C/60/16**

**Councillor David Burn**

The report was received.

Councillor Anne Killeth requested further information on protection around the development of proposed substations.

Councillor Burn advised he would investigate and reply outside the meeting.

#### **CL78 COMMUNITY CAPACITY BUILDING AND ENGAGEMENT PORTFOLIO**

**Report C/61/16**

**Councillor Julie Flatman**

The report was received.

Councillor Keith Welham asked for an investigation into the problems of leaflet delivering, in relation to the Building a Sustainable Future programme and also requested that in future Parish Councils were considered to make any future deliveries. He also requested an update on which parishes were being worked with on the Dementia action alliances.

Councillor John Matthissen requested to see papers on Community Resilience and the Transformation Challenge Award – Community Resilience as they emerge.

Councillor Julie Flatman advised that she would request Officers to respond to the comments.

#### **CL79 ENABLED AND EFFICIENT ORGANISATION / FINANCE PORTFOLIO**

**Report C/62/16**

**Councillor Glen Horn / Councillor John Whitehead**

The report was received.

Councillor Keith Welham commented that the Public Access Transformation Strategy had proceeded without consultation with either the Green or Liberal Democrat Party. He asked if this had been carried out without breaching the Constitution and if the opposition would be afforded a briefing on this.

The Interim Assistant Director (Law and Governance and Monitoring Officer) advised that there had been no breach of the Constitution as no decision had been

made, instead a political steer had been given. Councillor Nick Gowrley advised that a briefing for the Green and Liberal Democrat Groups would be held.

## **CL80 HOUSING DEVELOPMENT PORTFOLIO**

**Report C/63/16**

**Councillor John Levantis**

The report was received.

Councillor Otton commented that she was pleased to see that the Passivhaus development in Rattlesden, was almost complete. She requested that a report on this project be brought to Council once the development was complete, and that a visit for Councillors be arranged.

Councillor Andrew Stringer requested clarity on whether the MSDC figure of 53 affordable homes was a net gain. And he also asked if there was any work ongoing with the Private Sector on affordable housing.

Councillor Field requested further information on the Sheltered Housing Review, as he had residents within his ward who were concerned about the future of the scheme.

Councillor Levantis advised he would provide the requested information outside the meeting.

## **CL81 JOINT SCRUTINY COMMITTEE**

No report was presented as the Joint Scrutiny Committee had not met since the Council meeting held on 29 June 2016.

## **CL82 RESOLUTION TO EXCLUDE THE PUBLIC**

By a unanimous vote

### ***RESOLUTION***

That under section 100(4) of the Local Government Act 1972 the public be excluded from the meeting for the following item on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act in the paragraphs registered against the item:

<i>Item</i>	<i>Schedule 12a Reason</i>
CL83	3

## **CL83 RECOMMENDATIONS FROM COMMITTEE**

**Executive Committee – 11 July 2016**

**Report X/46/16**

**Corporate Manager (Open for Business)  
Economic Development Officer (DC)**

The Minute relating to the above mentioned item is excluded from the public record. A summary of the Minute made by the Proper Officer in accordance with



sub-section 2 of Section 100(c) of the Local Government Act 1972 is set out below.

The Corporate Manager (Open for Business) submitted report X/46/16.

The Committee accepted the recommendations contained in the report.

#### **CL84 CHIEF EXECUTIVE – CHARLIE ADAN**

It was noted that this was the final Council meeting to be attended by the Chief Executive, Charlie Adan, who was leaving the Council on 3 August 2016. Councillors Nick Gowrley, Andrew Stringer and Penny Otton expressed their heartfelt thanks and wished her the best for the future.

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Chairman