

# MINUTES

COUNCIL

THURSDAY, 26 JANUARY 2023

1.00 PM



SOUTH  
KESTEVEN  
DISTRICT  
COUNCIL

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## PRESENT

Councillor Helen Crawford Chairman  
Councillor Gloria Johnson Vice-Chairman

Councillor Ashley Baxter	Councillor Penny Milnes
Councillor David Bellamy	Councillor Virginia Moran
Councillor Harrish Bisnauthsing	Councillor Charmaine Morgan
Councillor Pam Bosworth	Councillor Julia Reid
Councillor Robert Broughton	Councillor Robert Reid
Councillor George Chivers	Councillor Nick Robins
Councillor Louise Clack	Councillor Penny Robins
Councillor Richard Cleaver	Councillor Susan Sandall
Councillor Kelham Cooke	Councillor Ian Selby
Councillor John Cottier	Councillor Lee Steptoe
Councillor Phil Dilks	Councillor Adam Stokes
Councillor Richard Dixon-Warren	Councillor Sarah Trotter
Councillor Barry Dobson	Councillor Murray Turner
Councillor Paul Fellows	Councillor Hannah Westropp
Councillor Ben Green	Councillor Hilary Westropp
Councillor Breda-Rae Griffin	Councillor Amanda Wheeler
Councillor Graham Jeal	Councillor Mark Whittington
Councillor Anna Kelly	Councillor Jane Wood
Councillor Jane Kingman	Councillor Paul Wood
Councillor Philip Knowles	Councillor Sue Woolley
Councillor Annie Mason	Councillor Linda Wootten
	Councillor Ray Wootten

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## OFFICERS

Karen Bradford, Chief Executive  
Nicola McCoy-Brown, Director of Growth and Culture  
Richard Wyles, Chief Finance Officer (Section 151 Officer)  
Alison Hall-Wright, Assistant Director of Finance (Deputy Section 151 Officer)  
Craig Spence, Acting Director of Housing  
Graham Watts, Assistant Director of Governance  
Chris Prime, Communications Manager

James Welbourn, Democratic Services Manager  
Gary Andrew, IT Services Manager  
Patrick Astill, Communications Officer  
Lucy Bonshor, Democratic Officer  
Louise Field, Executive Assistant to the Leader of the Council  
Jamie Moses, IT Support Lead  
Rebekah Sadovnikov, Programme Support Officer

**Public Open Forum**

Prior to the commencement of the formal business of the meeting, the Chairman of the Council invited members to observe a minute's silence to remember former District Councillor Stephen Hewerdine. Following the minute's silence, Councillor Ian Selby shared some of his memories of former Councillor Hewerdine.

The Chairman also passed on the best wishes of Council to Deputy Chief Executive and Monitoring Officer, Alan Robinson as he continued his recovery from illness.

No members of the public had registered to speak as part of the Public Open Forum.

#### **65. Apologies for absence**

Apologies for absence were received from:

Councillor John Dawson  
Councillor Matthew Lee  
Councillor Nikki Manterfield  
Councillor Kaffy Rice-Oxley  
Councillor Judy Stevens  
Councillor Ian Stokes  
Councillor Jill Thomas  
Councillor Rosemary Trollope-Bellew  
Councillor Dean Ward  
Councillor Mary Whittington

#### **66. Disclosure of Interests**

No interests were disclosed.

#### **67. Minutes of the meeting held on 24 November 2022**

The minutes of the meeting held on 24 November 2022 were proposed, seconded and agreed as a correct record, subject to the inclusion of Councillor Jane Kingman's apologies in the final minutes.

#### **68. Communications (including Chairman's Announcements)**

The Council noted the Chairman's engagements which had been circulated at the meeting, for information.

The Leader of the Council informed Council that there had been a change to the membership of Cabinet. Those responsibilities previously with the Cabinet Member for Culture and Visitor Economy had been assumed by the Leader of the Council.

## **69. Designation of Interim Monitoring Officer**

Prior to the commencement of this item, it was proposed, seconded and **AGREED** that Council should exclude the public and press due to the likely discussion of personal information relating to the Monitoring Officer and Deputy Monitoring Officer. All officers with the exception of the Chief Executive and the Democratic Services Manager, as well as members of the public and press left the Council Chamber at this point.

The Cabinet Member for Corporate Governance and Licensing presented an opportunity to Council to consider the designation of the Council's Monitoring Officer. The Council's current Monitoring Officer, the Deputy Chief Executive was on long-term sick leave and therefore, given the statutory nature of the position, it was considered appropriate to designate an Interim Monitoring Officer in his absence.

The Monitoring Officer had statutory duties and responsibilities, including maintenance of the Constitution, ensuring the lawfulness of decision making, matters relating to Councillor conduct and the registration of Members' interests.

The duties and responsibilities of the Monitoring Officer had been carried out by Graham Watts, Assistant Director of Governance and Deputy Monitoring Officer, in the interim.

The Employment Committee had responsibility to oversee the selection process of the Monitoring Officer and make recommendations to Full Council in this respect; the committee had met on 18 January 2023 and, following discussion, recommended to Full Council that Graham Watts, Assistant Director of Governance and Deputy Monitoring Officer, be designated as the Council's Monitoring Officer until further notice on an interim basis.

The capabilities and experience of Mr Watts were discussed alongside his suitability for the role of Monitoring Officer. Members also took the opportunity to again wish the Deputy Chief Executive a speedy recovery and passed on thoughts to his family.

Having been proposed and seconded, upon being put to the vote the motion was **AGREED**.

### **DECISION:**

1. That Council designates Graham Watts, Assistant Director of Governance and Deputy Monitoring Officer, as South Kesteven District Council's Monitoring Officer from 26 January 2023 until further notice on an interim basis.

**Note:** Following the conclusion of the vote, the public, press and excluded officers were invited back into the Council Chamber.

## **70. Interim Review of Polling Places**

The Chief Executive and Returning Officer introduced a report detailing proposals for changes of some polling places following an interim review of polling places and stations.

Members were thanked for their engagement with this review, and their comments and feedback were noted in appendices 1 and 2 of the report. There were 11 proposed changes, with one, GHC1 in Grantham Harrowby Ward, not being supported by the local ward member.

The report was proposed and seconded to allow for the start of debate. There was then a proposed amendment to the printed motion 8 by Councillor Ian Selby:

“The Central Place Communal Room be retained as the polling place for GHC1 Grantham Harrowby Ward.”

The amendment was seconded.

In debating the amendment, the following points were raised:

- There were no issues with moving polling place GHA1 from Canterbury Close to the Church of Ascension Hall. The contention was that Central Place should remain as an additional polling station.
- If Central Place were to be removed some voters would have to cross the busy Harrowby Lane in order to visit their polling station.
- Councillor Selby had a good working knowledge of the Harrowby Ward and his views were taken into account when writing the report; they were also included at Appendix 1 of the report.
- All actions to increase voter turnout should be taken.
- The Church of Ascension Hall was used as a polling station in May 2021 as the Central Place Communal Room was closed due to the Covid-19 pandemic. The Communal Room was housed within one of the Council’s housing blocks. Officers had been to both sites to make a full assessment; the Church was a ten-minute walking from the existing polling station, and voter numbers were not affected at the May 2021 election.
- The Presiding Officer and Poll Clerks at the polling station on election day would need to provide a private space for members of the public to satisfy the requirements of Voter ID, this would be accommodated at the Church of the Ascension Hall.

Prior to voting on this amendment, a point of order was raised about the mover of the original motion being able to speak on an amendment. The Monitoring Officer quoted paragraph 14.18 of the Council Procedure Rules “if an amendment is moved, the

mover of the original motion has the right of reply at the close of the debate on the amendment but may not otherwise speak on it.”

A request had been made that a recorded vote on the amendment be taken, as in accordance with Council Procedure Rule 15.5 any ten Councillors present at the meeting of Full Council could request this.

For: Councillors Ashley Baxter, Harrish Bisnauthsing, Pam Bosworth, Bob Broughton, Louise Clack, Phil Dilks, Paul Fellows, Anna Kelly, Jane Kingman, Philip Knowles, Penny Milnes, Virginia Moran, Charmaine Morgan, Ian Selby, Lee Steptoe, Hilary Westropp, Amanda Wheeler, Jane Wood, Paul Wood. (19)

Against: Councillors David Bellamy, George Chivers, Kelham Cooke, John Cottier, Helen Crawford, Richard Dixon-Warren, Barry Dobson, Ben Green, Breda-Rae Griffin, Graham Jeal, Gloria Johnson, Annie Mason, Julia Reid, Robert Reid, Nick Robins, Penny Robins, Susan Sandall, Adam Stokes, Sarah Trotter, Hannah Westropp, Mark Whittington, Sue Woolley, Linda Wootten, Ray Wootten. (24)

Abstain: Councillors Richard Cleaver and Murray Turner. (2)

The amendment to the motion fell.

There was a further amendment to the substantive motion proposed, to add in a further recommendation that:

“The Council supports a change in polling district DJB3 from Deeping St. James Primary School to the Methodist Church”.

The amendment was seconded.

In debating the amendment, the following points were raised:

- One member agreed with the comments in the report of Councillor Stevens that the Methodist Church was less disruptive than holding an election at the school.
- The comments of the Returning Officer in the report about the school being more centrally situated were correct, but it could be argued that both stations were relatively central to Deeping St. James.
- Schools used their time for inset days when allowing their space to be used for elections. If the school did not want to take an inset day, then officers of the Council would work with that school to be absolutely certain that there were no safeguarding issues.
- Some members indicated a preference to not use schools when there was a viable alternative.

On being taken to the vote, members did not support the amendment and therefore it was **LOST**.

Debate then ensued on the original motion:

- Officers were thanked for listening to the concerns of ward members in Grantham St. Vincent's ward, and as a result no changes were proposed there.
- There were a variety of fees to pay for the use of polling stations. If the stations were publicly funded, then only the use of utilities and caretaking costs needed to be covered.
- Several members expressed a negative reaction to the requirement for voters to provide ID at the upcoming elections.

Having been proposed and seconded, upon being put to the vote the motion was **AGREED**:

**DECISION:**

That the Council:

1. Approves the proposals setting out changes to polling places as set out in Appendix 1:
  - i. St Andrew's Church replaces The Welby Arms as the polling place for BLA1 Denton and BLD1 Wyville-cum-Hungerton in the Belvoir Ward.
  - ii. Bourne Corn Exchange replaces Meadow Close Communal Room as the polling place for BNK1 Bourne East Ward.
  - iii. Bourne Corn Exchange replaces Twenty Village Hall as the polling place for BNM1 Bourne East Ward.
  - iv. Grantham and District Indoor Bowling Club replaces Poplar Farm School as the polling place for GBA1 Grantham Barrowby Gate ward and that a letter be sent to the occupiers of all properties within this polling district to advise of the change of polling place in advance of the elections taking place in May 2023.
  - v. Grantham and District Indoor Bowling Club replaces the Table Tennis Centre as the polling place for GBB1 Grantham Barrowby Gate Ward.
  - vi. Grantham West Community Centre replaces the Table Tennis Centre as the polling place for GEA1 Grantham Earlesfield Ward.
  - vii. The Church of the Ascension Hall replaces the Canterbury Close Communal Room as the polling place for GHA1 Grantham Harrowby Ward.
  - viii. The Church of the Ascension Hall replaces the Central Place Communal Room as the polling place for GHC1 Grantham Harrowby Ward.
  - ix. The Bethesda Evangelical Church replaces the Walton Academy as the polling place for GSC1 Grantham Springfield Ward.
  - x. South Witham Village Hall replaces the Children's Centre as the polling place for INH1 South Witham in the Isaac Newton Ward.

- xi. St John's Church Community Hall, Manthorpe replaces the Manthorpe Playgroup Hall as the polling place for PCC2 Belton and Manthorpe in the Peascliffe and Ridgeway Ward.

## **71. Budget Framework Proposals**

The Deputy Leader of the Council introduced a report seeking budget framework amendments to the 2022/2023 financial year and Budget Framework proposals for the period 2023/2024 – 2024/2025.

The report included:

- A proposal to accept the UK Shared Prosperity Fund (UKSPF) monies totalling £3.898,582, along with a £20,000 revenue contribution towards the investment plan. There was also a proposal to create a UKSPF and Rural England Board containing members of the Council, with associated terms of reference at Appendix B.
- The repayment of £1.3 million to the Greater Lincolnshire Local Enterprise Partnership (GLLEP).
- An increase to the annual green waste charge of £5, and an increase of £2.50 for each subsequent bin from 1 April 2023, with the aim of simplifying the standing charge for residents.

The Deputy Leader of the Council proposed the motions with slight amendments to recommendations 2 and 4, to include the words 'and with the agreement of the Board as proposed at recommendation 3'. There was also an amendment to the terms of reference of the UKSPF and Rural England Board, as set out in Appendix B – all bullet points in the terms of reference at paragraph 1.4 would start with the words 'consider and agree'.

The following points were raised during debate:

- The proposal to allocate £2,500 to the 82 parishes under the Town and Parish Community Fund did not factor in the population size of villages. The Member's Grant Scheme could be a fairer way of apportioning this funding, if appropriate.
- One member had the view that large grants from the government should benefit residents proportionally, which would roughly equate to Grantham and surrounding villages receiving 40% funding, The Deepings and surrounding villages receiving 20%, Bourne and surrounding villages receiving 20% and Stamford and surrounding villages receiving 20%.
- A case was made to apportion funding to the Deepings Leisure Centre Community Group to enable refurbishment works to take place at the Leisure Centre. It was argued that the scheme met the three priorities set out by the Government on expenditure, the creation of jobs and people and skills.
- The amount of money proposed for CCTV and the wireless hubs was £244,000, which was for 40 free public WI-FI service hubs across the four

towns. This was in part to enable to upgrade of CCTV and digital coverage across the District.

- The UKSPF was the Government's domestic replacement for the European Structural and Investment Programme (ESIF). The amounts of money involved were not going to address the bigger projects within the District but it would certainly help. The Government was prescriptive about what the UKSPF money could be used for. In order to decide on the best use of the money it would be for the members of the UKSPF Board to consider and agree on the projects listed at Appendix A, which had been planned based on discussions at member workshops, engagement and consultation with voluntary and community sector umbrella groups, consultation with members through four locality based virtual sessions in Bourne, Stamford, Grantham and the Deepings, and the 25 July 2022 meeting of Council. The UKSPF Board meetings would take place in public.
- The Finance, Economic Development and Corporate Services Overview and Scrutiny Committee received an update at its meeting held on 22 November 2022 on the five-year South Kesteven Economic Development Strategy for 2023-2028, which included information on UKSPF funding.
- Member workshops with a specific focus on the UKSPF would take place in early February 2023 alongside 'roadshows' on the topic.
- South Kesteven District Council (SKDC) was not eligible for Levelling Up Funding in the last round as it was not a top tier authority.

An amendment was proposed in respect of the UKSPF and Rural Prosperity Board Terms of Reference, set out at Appendix B:

- The insertion of new paragraph (to make the rules consistent with scrutiny committee procedures) and a further paragraph outlining the scrutiny of the board:
  - "Any Councillor will have the right to make written submissions to any meeting of the board on any agenda item no later than 24 hours before the start of the meeting. Such submissions will be tabled at the meeting or circulated beforehand. A record of any submissions made and any response to them will be recorded in the minutes of the meeting."
  - "Since the board membership is not subject to the political proportionality rules, its work should be subject to examination by a scrutiny committee at least twice a year."

The proposer and seconder of the substantive motion were happy to accept these amendments as per paragraph 14.10 of the Council Procedure Rules, and therefore they formed part of the substantive motion.

Debate resumed on the substantive motions:

- One member raised the possibility of more money being spent on rural areas in the District and requested a meeting with the Leader of the



Council or another member of Cabinet on this. A fund for villages and parishes was a good idea.

- Another member suggested that the money should be better spent in the towns in the District on schemes to alleviate climate change.
- Food banks and warm hubs did not exist at the same level previously as they do now, and it was worrying that they were increasingly needed by members of the community. Whilst help for members of the community that were struggling to feed themselves was welcomed, it was not clear that a mobile food hub could equate to levelling up.
- Whilst recognising the work of officers to get the UKSPF document to this stage, further scrutiny would be required on the part of the UKSPF Board to ensure the appropriate final destination of the money allocated to year one of the UKSPF project.
- Reference was made to the Budget Scrutiny meeting taking place on the day prior to Cabinet in January; it would have been preferable to have a larger gap but the recommendations from that Budget Scrutiny meeting had been taken forward and accepted by Cabinet when they met in January.

Some members expressed a wish to vote on each recommendation in the report separately, rather than taking them en bloc. The Chairman granted this request, and therefore having been proposed and seconded, upon being put to the vote (separately) motions 1-4 were **AGREED**:

#### **DECISION:**

That the Council:

1. Accepts, in accordance with the Financial Procedure Rules, a grant of £3,898,582 (revenue expenditure of £3,069,306 and capital expenditure of £673,334 from the UK Shared Prosperity Fund during the Financial Years 2022-2023, 2023-2024 and 2024-2025, along with a £20,000 revenue contribution towards development costs of the UKSPF Investment Plan.
2. Delegates authority to the Chief Executive, Section 151 Officer, Director of Growth and Culture and the Cabinet Member for Economic Development and Growth to take all actions necessary to deliver the projects as set out at Appendix A in accordance with the grant conditions of the UKSPF, and with the agreement of the Board as proposed at recommendation 3.
3. Approves the UKSPF and Rural Prosperity Board Terms of Reference as set out at Appendix B.
4. Delegates authority to the Chief Executive, in consultation with the Section 151 Officer and UKSPF and Rural Prosperity Board, to make the final decision regarding the award of the contract associated with the 'Connected Towns CCTV and Wireless Hubs' project, with the agreement of the Board as agreed at resolution 3.

Debate resumed on recommendation 5 in the report – the repayment of GLLEP funding:

- If the recommendation was not agreed the likelihood would be that the loan repayment would revert to £2 million, although confirmation from the GLLEP would be required. A repayment amount had been negotiated with the GLLEP at £1.3 million.
- The repayment related to a regeneration project which involved creating a new cinema and public realm in Grantham. Officers and members involved with the project at that time had failed to progress this initiative, but there was now a new management team in place. It was disappointing that the University of Lincoln were no longer involved in utilising the space above the cinema.
- The existing office space required a large amount of money being spent on it; the new office space above the cinema provided officers with a modern collaborative working space.
- A member raised the existing partnership between Grantham College and De Montfort University and questioned whether this avenue had been explored.
- The floor space of the offices above the cinema was larger than most organisations would require in Grantham, so the use by officers was a viable option.
- One member claimed that this project, having been initially discussed some years ago, was given a steer at that time that there was no demand for office and restaurant space.

Having been proposed and seconded, upon being put to the vote motion 5 was **AGREED:**

**DECISION:**

That the Council:

5. Approves the repayment of £1.3 million funding to the Greater Lincolnshire Local Enterprise Partnership; with £500k to be transferred on 1 February 2023, £500k on 1 October 2023, and £333k on 1 April 2024.

Debate resumed on recommendation 6 in the report – the proposed increase in green waste collection charges:

- Green waste bins were previously free in 2007 and were seen as a community project where users could buy back the compost.
- The cost now to SKDC was between £2-3 million which was the justification for the charge. Members could work together in the future to see if a more bespoke service would be possible which would reduce the amount of journeys that lorries had to undertake just to dispose of green waste.
- The current policy model on green waste charging was one of cost recovery. There were currently around 31,000 households that utilised the green waste

collection service. Fortnightly collections resulted in a unit cost of around £2.30. 97% of users paid by Direct Debit.

- The reason for taking the decision separately to the Budget was to allow for the charges to be fed through to the charging system ahead of 1 April 2023.

Having been proposed and seconded, upon being put to the vote motion 6 was **AGREED**:

**DECISION:**

That the Council:

6. Approves the green waste annual collection charge increase of £5 for the collection of the first bin and an increase of £2.50 for each subsequent bin with effect from 1 April 2023.

**Note:** It was proposed, seconded and **AGREED** that the meeting be extended until 4:30pm.

**72. Localised Council Tax Support Scheme 2023/24**

The Deputy Leader of the Council introduced a report reviewing the Council's Localised Council Tax Support Scheme (the Scheme) in advance of the 2023/2024 financial year, as well as proposals made in relation to the discount for care leavers, discount for special constables and the Discretionary Hardship Fund.

Each year the Council was required to review the Scheme; it came into effect in 2013 and provided 80% entitlement for working age claimants.

Despite the Scheme being 'local' due to the nature of protection provided to pensioners and vulnerable working age customers, there would always be an element of cost that the Council had to incur and for which it had no influence over.

The Scheme was determined locally by the Council after consultation with the public, key stakeholders and precepting authorities. 20, or 84.07% of respondents supported the current Scheme, which included the continuation of the Council Tax exemption for care leavers, the Council Tax discount for Special Constables and the Discretionary Payment Fund. Lincolnshire County Council and The Police and Crime Commissioner were also in support of the Scheme.

Cabinet considered the Scheme and recommended it to Council at their meeting held on 13 December 2022.

The following points were raised during debate:

- There were currently 94 special constables in Lincolnshire, and only three of these special constables, based in South Kesteven had claimed the discount.

- Whilst the discount for special constables was welcomed, one member made the point that this could be extended to trainee nurses and teachers.
- Reassurance was requested that the relevant signposting was in place for the Discretionary Payment Fund.
- The Council Tax exemption for care leavers was originally recommended by the Corporate Parenting Panel at Lincolnshire County Council. Both the Council and South Holland District Council paid the exemption for care leavers up to the age of 25, whereas other authorities in Lincolnshire paid it up to the age of 21.
- The Council Tax break for special constables was achieved several years ago. It was a difficult decision to know where to draw the line with concessions, however special constables protected everyone and, in some areas, doubled the uniformed presence.
- The Council Tax discount for special constables was demand led and the money would be there for support if anyone came forward to claim it. Last year three individuals came forward to claim this; the amount payable was less than £1,000.

An amendment was proposed and seconded to amend the wording of the motion to read:

“That Council approves the Local Council Tax Support Scheme 2023/2024 based on the same overarching criteria as the current year’s scheme, and the Council would seek to expand the Special Constabulary Discount Scheme from 2024/2025 onwards to include any Volunteer police community support officers (VPCSOs) verified by Lincolnshire Police as being regular volunteers completing at least 260 hours service per year.”

The proposer and seconder of the substantive motion were happy to accept this, provided the following wording was added into the motion:

‘the views of the Police and Crime Commissioner to potentially...’

This was acceptable to all parties involved in the amendment, so therefore these amendments formed part of the substantive motion and it read:

“That Council approves the Local Council Tax Support Scheme 2023/2024 based on the same overarching criteria as the current year’s scheme, and the Council would seek the views of the Police and Crime Commissioner to potentially expand the Special Constabulary Discount Scheme from 2024/2025 onwards to include any Volunteer police community support officers (VPCSOs) verified by Lincolnshire Police as being regular volunteers completing at least 260 hours service per year.”

Having been proposed and seconded, upon being put to the vote the motion was **AGREED:**

**DECISION:**

That the Council:

1. Approves the Local Council Tax Support Scheme 2023/2024 based on the same overarching criteria as the current year's scheme, and the Council would seek the views of the Police and Crime Commissioner to potentially expand the Special Constabulary Discount Scheme from 2024/2025 onwards to include any Volunteer police community support officers (VPCSOs) verified by Lincolnshire Police as being regular volunteers completing at least 260 hours service per year.

**73. Political Proportionality, Allocation of Seats on Committees and Appointment to Outside Bodies**

The Assistant Director of Governance provided Full Council with an update on the political proportionality and allocation of seats since the previous meeting of Full Council on 24 November 2022, taking into account:

- a by-election held in Toller Ward on 15 December 2022
- notification of the resignation of Rosemary Kaberry-Brown
- changes to the membership of the Conservative Group
- the formation of a new political group on the Council called the Democratic Independents Group

All Group leaders had been consulted and nominations for seats on committees had been received.

There was also the opportunity to appoint members to those outside bodies which now had a vacancy.

The Leader of the Council made the following proposals:

- Councillors Mary Whittington and Paul Wood (gifted seat) be appointed to two Conservative vacancies on Planning Committee.
- Councillor Helen Crawford to be removed from the Licensing and Alcohol, Entertainment and Late Night Refreshment Committees.
- Councillor Penny Robins to be the Council's representative on the Health Scrutiny Committee at Lincolnshire County Council, with Councillor Kaffy Rice-Oxley being the substitute.

Councillor Ashley Baxter, Leader of the Alliance:SK group wished to continue the practice of holding a vacancy on each committee, with the exception of the Licensing

Committee and Alcohol, Entertainment and Late Night Refreshment Licensing Committee where the seat was occupied by Councillor Phil Dilks.

Upon being taken to the vote the motion was **AGREED**.

**DECISION:**

That Full Council:

1. Notes the revised political proportionality and allocation of seats to Committee.
2. Approves the appointment of Councillors Mary Whittington and Paul Wood (gifted) for the two vacant Conservative Group seats on Planning Committee.
3. Approves the appointment of the nominations from the Democratic Independents Group to the following Committees:
  - Planning Committee – Councillors Harrish Bisnauthsing and Paul Fellows
  - Licensing Committee – Councillors Harrish Bisnauthsing and Paul Fellows
  - Governance and Audit Committee – Councillor Murray Turner
  - Constitution Committee – Councillor Paul Fellows
  - Employment Committee – Councillor Anna Kelly
  - Companies Committee – Councillor Harrish Bisnauthsing
  - Finance, Economic Development and Corporate Services Overview and Scrutiny Committee – Councillor Philip Knowles
  - Culture and Visitor Economy Overview and Scrutiny Committee – Councillor Richard Cleaver
  - Environment Overview and Scrutiny Committee – Councillor Murray Turner
  - Rural and Communities Overview and Scrutiny Committee – Councillor Richard Cleaver
  - Chief Executive’s Appeals Panel – Councillor Anna Kelly
4. Approves the following nominations from political groups:
  - Licensing Committee – Councillor Paul Wood (Independent Group)
  - Finance, Economic Development and Corporate Services Overview and Scrutiny Committee – Councillor Jane Wood (Independent Group)

**74. Honorary Alderman and Alderwoman Protocol**

The Cabinet Member for Corporate Governance and Licensing introduced a report to consider a draft protocol for the appointment of Honorary Aldermen and Alderwomen, which sought to set out a clear process for bestowing such an honour.

The Council did not currently have a prescribed process in place to formally receive, consider or determine nominations for Aldermen or Alderwomen.

The Cabinet Member proposed the motions, with an amendment to the printed motion (1), in bold, which read:

1. “That Full Council approves the draft Honorary Alderman and Alderwoman Protocol, as set out in Appendix 1, subject to an amendment to paragraph 4 of the Protocol so that it reads:

Nominations for Honorary Alderman or Honorary Alderwoman may be submitted by any serving Member of the Council within a six-year period of a Member’s last day in office at the Council. **Consideration will be given to nominations submitted outside of this six-year period, by exception only.** No public nominations are accepted.”

The motions were seconded.

The following information was raised during debate:

- Considering nominations submitted outside of the six year window was important as there were a handful of members that may be suitable for this honour.
- It was important to have an honour in recognition of long service; it did not matter what this award looked like.
- Some members were uncomfortable with this honour as it would lead to the comparison of people’s service. Members who had served shorter terms were not necessarily less effective than those who had been a member of the Council for a long period of time. One option could have been to have an award for merit based on long service.

Upon being taken to the vote the motion was **AGREED**.

#### **DECISION:**

That Full Council:

1. Approves the draft Honorary Alderman and Alderwoman Protocol, as set out in Appendix 1, subject to an amendment to paragraph 4 of the Protocol so that it reads:

“Nominations for Honorary Alderman or Honorary Alderwoman may be submitted by any serving Member of the Council within a six-year period of a Member’s last day in office at the Council. Consideration will be given to nominations submitted outside of this six-year period, by exception only. No public nominations are accepted.”

2. Amends the Constitution so that reference to Honorary Alderman also includes reference to Honorary Alderwoman.

**75. Proposed amendments to the Constitution**

Proposed amendments to the Constitution was not considered due to time constraints and would be considered at the next ordinary meeting of Full Council on 1 March 2023.

**76. Members' Open Questions**

Members' Open Questions were not considered due to time constraints.

**77. Notices of Motion**

**78. Councillor Amanda Wheeler**

Councillor Wheeler's motion was not considered due to time constraints and would be tabled at the next ordinary meeting of Full Council on 1 March 2023.

**79. Councillor Phil Dilks**

Councillor Dilks' motion was not considered due to time constraints and would be tabled at the next ordinary meeting of Full Council on 1 March 2023.

**80. Close of meeting**

The meeting closed at 4:36pm.