

## WEST LINDSEY DISTRICT COUNCIL

Minutes of the 44th Annual Meeting of Council held in the Council Chamber at the Guildhall, Gainsborough, on Monday, 9 May 2016, at 7.00 pm.

**Present:** Councillor Angela Lawrence (Chairman)  
Councillor Roger Patterson (Vice Chairman)

Councillor Gillian Bardsley	Councillor John McNeill
Councillor Owen Bierley	Councillor Pat Mewis
Councillor Matthew Boles	Councillor Jessie Milne
Councillor David Bond	Councillor Richard Oaks
Councillor Jackie Brockway	Councillor Judy Rainsforth
Councillor David Cotton	Councillor Tom Regis
Councillor Stuart Curtis	Councillor Di Rodgers
Councillor Chris Darcel	Councillor Lesley Rollings
Councillor Michael Devine	Councillor Reg Shore
Councillor Adam Duguid	Councillor Thomas Smith
Councillor Steve England	Councillor Lewis Strange
Councillor Ian Fleetwood	Councillor Jeff Summers
Councillor Paul Howitt - Cowan	Councillor Anne Welburn
Councillor Giles McNeill	Councillor Trevor Young

**Also Present:** 3 members of the public

<b>In Attendance:</b>	Manjeet Gill	Chief Executive
	Mark Sturgess	Chief Operating Officer
	Ian Knowles	Director of Resources
	Penny Sharp	Commercial Director
	Alan Robinson	Strategic Lead for Democratic and Business Support and Monitoring Officer
	Oliver Fytche Taylor	Team Manager Spatial Planning Strategic Growth
	Dinah Lilley	Governance and Civic Officer
	Nicola Calver	Governance and Civic Officer

**Also in Attendance:** Rev Sue Deacon

### 1 CHAIRMAN'S WELCOME

The Chairman opened the meeting by reflecting on the previous year which had seen mixed blessings, and thanked the Vice Chairman and others for standing in to represent the Council when she had been unable to attend. On those occasions when she had been able to be present she had attended some wonderful places and civic events and it had been a pleasure to take part.

## 2 APOLOGIES

Councillor Sheila Bibb  
Councillor Alexander Bridgwood  
Councillor Hugo Marfleet  
Councillor Malcolm Parish

The Chairman also offered apologies on behalf of Rev Deacon Stephen Boulter who had been unable to attend.

## 3 MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest at this point of the meeting.

## 4 TO ELECT A CHAIRMAN OF THE DISTRICT COUNCIL

It was proposed and seconded that Councillor Roger Patterson be appointed the Chairman of Council for the civic year 2016/17, there being no further nominations it was:-

**RESOLVED** that Councillor Roger Patterson be elected Chairman of the Council for the 2016/17 civic year.

Councillor Patterson made and signed the statutory declaration of acceptance of office and took the Chair. The former Chairman of the Council then presented the Chain of Office to Councillor Patterson.

Councillor Patterson thanked the Council for his appointment, moved a vote of thanks to the outgoing Chairman for her services to the Council and presented her with a Past Chairman's Badge.

## 5 TO ELECT A VICE-CHAIRMAN OF THE DISTRICT COUNCIL

It was proposed and seconded that Councillor Jessie Milne be appointed as the Vice-Chairman of the Council.

On being voted upon it was :-

**RESOLVED** that Councillor Jessie Milne be appointed Vice-Chairman of the Council for the 2016/17 civic year.

## 6 CHAIRMAN'S CHAPLAIN

The former Chairman of Council moved a vote of thanks to her Chaplain, Deacon Stephen Boulter for his services and support during the past year.

The Chairman of Council advised that his Chaplain for the year was to be the Rev Sue Deacon.

The former Chairman then presented the Chairman with the Chaplain's stole. The stole was then presented to the newly appointed Chairman's Chaplain.

**RESOLVED** that Rev Sue Deacon be appointed as the Chairman's Chaplain.

**7 COUNCIL MINUTES (PAPER A)**

**RESOLVED** that the minutes of the Council meeting held on 11 April 2016 be confirmed and signed as a correct record.

**8 TO ELECT A LEADER OF THE COUNCIL**

**RESOLVED** that Councillor Jeff Summers be elected Leader of the Council for the 2016/17 civic year.

**9 TO ELECT A DEPUTY LEADER OF THE COUNCIL**

**RESOLVED** that Councillor Anne Welburn be elected Deputy Leader of the Council for the 2016/17 civic year.

**10 REVIEW OF THE ALLOCATION OF SEATS TO POLITICAL GROUPS ON COMMITTEES/SUB-COMMITTEES (PAPER B)**

**RESOLVED** that:

- a) the details of political groups, as set out in Appendix A to Paper B, be noted;
- b) the number of Members to be appointed to serve on each committee and sub-committee be noted; and
- c) the allocation to different political groups of seats on committees/sub-committees, as set out in Appendix B to Paper B be noted.

**11 APPOINTMENT OF COMMITTEES (PAPER C)**

**RESOLVED** that,

- a) the Rules relating to proportionality be suspended for the Challenge and Improvement Committee.
- b) in accordance with the provisions of section 16 of the Local Government and Housing Act 1989 and the wishes expressed by

political groups, members be appointed to serve on the Council's committees for the 2016/17 civic year as follows:

**Challenge and Improvement Committee (12 members)**

Councillor David Bond  
Councillor Stuart Curtis  
Councillor Chris Darcel  
Councillor Adam Duguid  
Councillor Stuart Kinch  
Councillor Paul Howitt-Cowan  
Councillor Hugo Marfleet  
Councillor Pat Mewis  
Councillor Lesley Rollings  
Councillor Lewis Strange  
Councillor Trevor Young  
Councillor Angela White

**Chief Officer Employment Committee (9 Members)**

Councillor Jackie Brockway  
Councillor David Cotton  
Councillor Michael Devine  
Councillor Stuart Kinch  
Councillor Angela Lawrence  
Councillor Giles McNeill  
Councillor Judy Rainsforth  
Councillor Jeff Summers  
Councillor Anne Welburn

**Corporate Policy and Resources Committee (12 Members)**

Councillor Owen Bierley  
Councillor Matthew Boles  
Councillor David Cotton  
Councillor Michael Devine  
Councillor Adam Duguid  
Councillor Steve England  
Councillor Ian Fleetwood  
Councillor John McNeill  
Councillor Tom Regis  
Councillor Reg Shore  
Councillor Jeff Summers  
Councillor Anne Welburn

**Governance and Audit Committee (6 Members)**

Councillor Sheila Bibb  
Councillor David Bond  
Councillor Jackie Brockway

Councillor Giles McNeill  
Councillor John McNeill  
Councillor Angela White

**Licensing and Regulatory Committee (12 Members)**

Councillor Gill Bardsley  
Councillor Owen Bierley  
Councillor Sheila Bibb  
Councillor David Cotton  
Councillor Paul Howitt-Cowan  
Councillor Angela Lawrence  
Councillor Pat Mewis  
Councillor Jessie Milne  
Councillor Richard Oaks  
Councillor Judy Rainsforth  
Councillor Mrs Di Rodgers  
Councillor Lewis Strange

**Planning Committee (12 members)**

Councillor Owen Bierley  
Councillor Matthew Boles  
Councillor David Cotton  
Councillor Stuart Curtis  
Councillor Michael Devine  
Councillor Ian Fleetwood  
Councillor Hugo Marfleet  
Councillor Giles McNeill  
Councillor Jessie Milne  
Councillor Roger Patterson  
Councillor Judy Rainsforth  
Councillor Thomas Smith

**Prosperous Communities Committee (12 Members)**

Councillor Gillian Bardsley  
Councillor Sheila Bibb  
Councillor Owen Bierley  
Councillor Michael Devine  
Councillor Steve England  
Councillor Paul Howitt-Cowan  
Councillor Jessie Milne  
Councillor Malcolm Parish  
Councillor Mrs Di Rodgers  
Councillor Lesley Rollings  
Councillor Thomas Smith  
Councillor Trevor Young

**12 APPOINTMENT OF SUB-COMMITTEES AND OTHER GROUPS AND BODIES (PAPER D)**

**RESOLVED** that:

- a) the Rules relating to proportionality be suspended for appointment to the Appeals Board;
- b) the Rules relating to proportionality be suspended for appointment to the Standards Sub-Committee; and
- c) the Rules relating to proportionality be suspended for appointment to the Joint Staff Consultative Committee; and
- d) the following appointments be confirmed

**Joint Staff Consultative Committee**

Councillor Jackie Brockway  
Councillor Jessie Milne  
Councillor David Cotton  
Councillor Matthew Boles  
Councillor Malcolm Parish (reserve)  
Councillor Pat Mewis (reserve)  
Councillor Paul Howitt-Cowan (reserve)  
Councillor Reg Shore (reserve)

**Appeals Board**

Councillor Stuart Kinch  
Councillor Ian Fleetwood  
Councillor Malcolm Parish  
Councillor Paul Howitt-Cowan  
Councillor Reg Shore  
Councillor Angela White

**Standards Sub-Committee**

Councillor Gillian Bardsley  
Councillor Roger Patterson  
Councillor Pat Mewis  
Councillor Anne Welburn  
Councillor David Cotton  
Councillor Reg Shore

**Lincolnshire Show Task and Finish Group**

Councillor Pat Mewis  
Councillor Owen Bierley  
Councillor Jessie Milne  
Councillor Roger Patterson  
Councillor Lewis Strange  
Councillor David Cotton  
Councillor Angela White

**Editorial Advisory Board**

Councillor Giles McNeill  
Councillor Angela White

Councillor Mick Devine  
Councillor Di Rodgers

**Trinity Arts Centre**

Councillor Gillian Bardsley  
Councillor Jessie Milne

**West Lindsey Community Awards Panel.**

Councillor Roger Patterson  
Councillor Sheila Bibb  
Councillor David Cotton  
Councillor Giles McNeill  
Councillor Judy Rainsforth

**Central Lincolnshire Joint Strategic Planning Committee.**

Councillor Jeff Summers  
Councillor Stuart Curtis  
Councillor David Cotton  
Councillor Ian Fleetwood

**Democracy Working Group**

Councillor Roger Patterson  
Councillor Anne Welburn  
Councillor Giles McNeill  
Councillor Angela Lawrence  
Councillor Paul Howitt-Cowan

**Tourism Working Group**

Councillor Gillian Bardsley  
Councillor Sheila Bibb  
Councillor Paul Howitt-Cowan  
Councillor Pat Mewis  
Councillor Richard Oaks  
Councillor Lesley Rollings

**Community Grants Panel**

Councillor Owen Bierley  
Councillor Stuart Curtis  
Councillor Jessie Milne  
Councillor Judy Rainsforth  
Councillor John McNeill (reserve)

**Commercial Plan Steering Group**

Councillor Owen Bierley  
Councillor Adam Duguid  
Councillor Stuart Kinch  
Councillor Tom Regis  
Councillor Jeff Summers

**Gainsborough Growth Fund – Funding Consultative Panel**

Councillor Lesley Rollings  
 Councillor Tom Regis  
 Councillor Stuart Kinch  
 Councillor Gillian Bardsley (reserve)  
 Councillor Sheila Bibb (reserve)  
 Councillor David Bond (reserve)

**OUTSIDE BODIES**

Acis Housing Group Local Management Board	Cllr Sheila Bibb (Gainsborough) Cllr Jessie Milne (Rural) Cllr Gill Bardsley (Gainsborough reserve) Cllr Stuart Kinch (Rural reserve)
Age UK Lindsey - East and West Lindsey Divisional Committee	Cllr Owen Bierley
Ancholme Internal Drainage Board	Cllr Jeff Summers
District Councils' Network	Cllr Jeff Summers
District Health and Wellbeing Network	Cllr Lesley Rollings
East Midlands Council	Cllr Jeff Summers Cllr Anne Welburn
Gainsborough Adventure Playground Association	Cllr Matthew Boles
Gainsborough Community Hotel	Cllr Sheila Bibb
Gainsborough Old Hall Partnership	Cllr Gillian Bardsley
Gainsborough Town Centre Partnership	Cllr Gillian Bardsley
Groundwork Creswell, Ashfield and Mansfield	Cllr Matthew Boles Cllr Ian Fleetwood (reserve)
Health Scrutiny Committee for Lincolnshire	Cllr David Bond Cllr Angela White
Healthwatch Provider Network Meeting (West Lincs)	Cllr David Bond
Heritage Trust of Lincolnshire	Cllr Howitt-Cowan
Humber International Airport Consultative Committee	Cllr Owen Bierley
LGA General Assembly	Cllr Jeff Summers
Lincoln and District Citizens Bureau Finance Sub-Committee	Cllr Angela White

Lincoln Area Dial-a-Ride Management Committee	Cllr Giles McNeill
Lincolnshire Branch of the Campaign for the Protection of Rural England	Cllr Owen Bierley
Lincolnshire Forum for Agriculture and Horticulture	Cllr Hugo Marfleet
Lincolnshire Police and Crime Panel	Cllr Anne Welburn
Lincolnshire Sports Partnership	Cllr Lesley Rollings
Lincolnshire Waste Partnership	Cllr David Cotton
Lincolnshire Wolds Countryside Management Project	Cllr Angela Lawrence Cllr Tom Regis
Local Crime Prevention Panel	Cllr Judy Rainsforth
PATROL (CPE)	Cllr Jeff Summers Vacancy (Reserve)
Pensions Committee	Cllr Jeff Summers
Robin Hood Doncaster Sheffield Airport Consultative Committee	Cllr Lewis Strange
Scunthorpe & Gainsborough Water Level Management Board	Cllr Pat Mewis Cllr Jeff Summers
SPARSE	Cllr Owen Bierley
Sure Start Gainsborough Partnership Board	Cllr Gill Bardsley
Trustees of Charles Cooper Trust	Mick Tinker (to 2018) Cllr Judy Rainsforth (to 2019) Cllr Sheila Bibb (to 2019) Cllr Paul Howitt-Cowan (to 2018)
Trustees of Dixons Almshouses	Cllr Angela Lawrence (to 2019)
Trustees of Francis Barker Trust	Cllr Jessie Milne (to 2018) Cllr Judy Rainsforth (to 2017)
Trustees of Gainsborough Education Charity	Cllr Jessie Milne (to 2018) Cllr Judy Rainsforth (to 2017)
Trustees of W G Rose Memorial	Cllr Jessie Milne (to 2018) Cllr Judy Rainsforth (to 2017)
Upper Witham Internal Drainage Board	Cllr Steve England
West Lincolnshire Community Safety Partnership Strategic Group	Cllr Sheila Bibb
West Lincolnshire Domestic Abuse Service	Cllr Pat Mewis
West Lindsey British Trust for Conservation Volunteers	Cllr Gillian Bardsley Cllr Sheila Bibb

West Lindsey Citizens' Advice Bureau Executive Committee	Cllr Angela White
Witham Third Internal Drainage Board	Cllr Steve England Terry Williams Cllr Alex Bridgwood Cllr I Fleetwood
Wolds Community Transport Association Limited	Cllr Lewis Strange

### 13 APPOINTMENT OF INDEPENDENT PERSON FOR CODE OF CONDUCT (PAPER E)

West Lindsey District Council was required under the Localism Act 2011 to have at least one Independent Person to provide support and advice on Code of Conduct related matters. The West Lindsey News was used to advertise the vacancies and six applications were received. Copies of the advertisement, letter and person specification were attached to the report. Shortlisting took place and interviews were held on 27 April 2016.

**Note** Councillor Cotton declared that he knew both applicants well so would not vote on the appointments.

**RESOLVED** that the following be appointed to serve as Independent Persons from 10 May 2016

- Mr S Beard
- Ms M Marshall-Brown

### 14 APPOINTMENT OF REMUNERATION PANEL (PAPER F)

West Lindsey District Council's Remuneration Panel was first appointed in 2001 and could comprise between five and seven members. The period of office of two Members of the Remuneration Panel expired in May 2016.

West Lindsey News was used to advertise the vacancies and seven applications were received. Copies of the advertisement, letter and person specification were attached to the report. Shortlisting took place and Interviews were held on 14 April 2016.

**Note** Councillor Cotton declared that he knew Mr Lomas well so would not vote on the appointments. Several other Councillors also noted that they knew Mr Lomas but the Monitoring Officer indicated that there was no prejudicial or pecuniary interest and no-one should be precluded from voting.

**RESOLVED** that the following be appointed to serve on the Remuneration Panel until May 2019

- Mr David Lomas

- Mr Richard Quirke
- Dr Chris Riley

**Note** Councillor Fleetwood arrived at 7.33pm

## **15 REVIEW OF THE CONSTITUTION (PAPER G)**

The Strategic Lead for Democratic and Business Support and Monitoring Officer introduced the report which set out the process to be followed in reviewing the Constitution annually. Those changes recommended for approval by Council were set out in Section 2 of the report, and also listed were amendments made in-year and approved by the Governance and Audit Committee, as agreed by Council on 21 May 2015.

Further work was proposed by the Governance and Audit Committee both relating to the Planning Committee and future Governance arrangements of the Council.

- The pre-application process and protocol
- The Committee referral process ie the Scheme of Officer Delegation for this area; and
- Officer involvement in the Appeals Process

Work on the above items to be submitted for approval by the Governance and Audit Committee.

It was further recommended that Council commission the Monitoring Officer, with support from and through the Governance and Audit Committee, to undertake further detailed evaluation work into the implications of a possible move to the leader cabinet model, and submit recommendations to full council during autumn 2016. However debate ensued on the merits or otherwise of Cabinet models, and the fact that this had been debated and voted upon in the past. It was acknowledged that some Councils were now moving away from Cabinet systems and returning to Committee led authorities, although it was agreed that the Council's decision making process could be improved. Members who had attended the recent workshop acknowledged its usefulness and it was noted that at this stage it was evaluation work to consider the options that was being proposed.

It was therefore proposed that recommendation e) be amended to include the words "hybrid or better Committee system" after the "leader cabinet model".

The above amendment was seconded and subsequently voted upon.

### **RESOLVED** that

Recommendation e) be amended to read:-

- e) That Council commission the Monitoring Officer, with support from and through the Governance and Audit Committee, to undertake further detailed evaluation work into the implications of a possible move to the Leader Cabinet model, hybrid or more effective Committee System, with a view to achieving the outcomes set out

below ((i) – (vii)) relate and submit recommendations to full Council during autumn 2016.

The recommendations, including the above agreed amendment were then moved and seconded en bloc and voted upon.

**RESOLVED** that

- a) that Council note the outcome of the annual review.
- b) that the amendments detailed at Section 2 of the appended report be approved for immediate adoption and implementation.
- c) that the amendments made to the Financial and Contract Procedure Rules, agreed by the Governance and Audit Committee at its meeting on 19 January 2016, shown at Appendix 1 of the appended report be noted.
- d) that the further planned work detailed at Section 4 of the appended report be noted and supported including the addition of the followings areas relating to section 4.1(a): -
  - The pre-application process and protocol
  - The Committee referral process ie the Scheme of Officer Delegation for this area; and
  - Officer involvement in the Appeals Process
- e) That Council commission the Monitoring Officer, with support from and through the Governance and Audit Committee, to undertake further detailed evaluation work into the implications of a possible move to the Leader Cabinet model, hybrid or more effective Committee System, with a view to achieving the outcomes set out below ((i) – (vii)) relate and submit recommendations to full Council during autumn 2016.
  - (i) Speed of decision making – The Council's Decision Making process allows it to take advantage of opportunities on commercial projects and ensure that WLDC can work as quickly as its colleagues in Greater Lincolnshire
  - (ii) Empowering Individuals – Those members charged with representing the Council with partners have the authority to act and take responsibility for the decisions they make.
  - (iii) Effective Council governance and roles of Members and Officers - to ensure the Council has maximum influence and impact with any potential Mayor and Combined Authority to the benefit of West Lindsey.
  - (iv) Specialist Knowledge – Members have the knowledge and skills to make good, well informed and safe decisions

- (v) Transparency – Governance arrangements which ensure residents can see that decisions are made reasonably and fairly.
- (vi) Accountability – There is clear accountability for success and failure for both members and officers
- (vii) Involvement – Members are able to set policy and take ownership of key decisions.

## **16 CHALLENGE AND IMPROVEMENT COMMITTEE ANNUAL REPORT (PAPER H)**

The Chairman of the Challenge and Improvement Committee presented the report which summarised the work done by the Committee in the preceding year and its proposed workplan for the future, and thanked all the Committee Members for their support and involvement.

**RESOLVED** that the Challenge and Improvement Committee Annual Report 2015/16 be noted.

## **17 APPOINTMENTS TO OUTSIDE BODIES (PAPER I)**

A request had been received from Councillors Howitt-Cowan and Bardsley for the West Lindsey Dementia Action Alliance and the West Lindsey Churches Festival to be added to the Council's list of Outside Bodies.

**RESOLVED** that:

- a) the West Lindsey Dementia Action Alliance be added to the Council's list of Outside Bodies;
- b) the West Lindsey Churches Festival be added to the Council's list of Outside Bodies;
- c) Councillor Gill Bardsley and Councillor Paul Howitt-Cowan be the Council's representatives on the West Lindsey Dementia Action Alliance;
- d) Councillor Gill Bardsley and Councillor Paul Howitt-Cowan be the Council's representatives on the West Lindsey Churches Festival.

## **18 CENTRAL LINCOLNSHIRE LOCAL PLAN SUBMISSION DRAFT (PAPER J)**

The Leader of the Council introduced the report which provided an update on the final stage of the Local Plan consultation and recommended that Members supported a formal consultation response that endorsed the Proposed Submission Draft Local Plan.

**Note** Councillors Cotton and Curtis declared an interest in the report as being members of the Central Lincolnshire Joint Strategic Planning Committee.

The Leader noted that the Plan had a vision for sustainable growth for the area and had a presumption in favour of development whilst also giving protection to communities from inappropriate development. The benefits of Neighbourhood Planning were described which put local people at the forefront of decision making. Working on a vision for sustainable growth for Lincolnshire the Plan provided a platform for a settlement hierarchy. 53 policies in the Plan provided guidance on all aspects of development.

The Leader expressed his thanks to officers and fellow Members for their work over the previous two years' work, and recommended the report for approval.

On being seconded and voted upon it was:-

**RESOLVED** that:

- a) Members welcome the publication of the Proposed Submission Draft Central Lincolnshire Local Plan, recognising the framework for strong economic growth it provides, in that it:
  - i. Provides a statutory spatial planning framework for the regeneration, growth and development of Gainsborough in accordance with the corporate aspirations this Council has for the town.
  - ii. It assists with the use of major infrastructure assets present in the District to further jobs growth and economic prosperity within the District
  - iii. It enables the growth and development of our market towns
  - iv. It gives (through the provision of a five year housing land supply) appropriate protection to those areas within the District where further housing growth would damage the identity of communities and put a further strain on existing infrastructure
  - v. It gives support to communities who desire to see their areas grow by providing a framework within which Neighbourhood Plans can be prepared.
  - vi. It enables some of the smallest settlements in the District to grow at a scale appropriate to their needs.
- b) Council endorse the Proposed Submission Draft Local Plan and that authority be provided to the Chief Operating Officer and Leader of the Council to submit a formal representation to the Central Lincolnshire Joint Strategic Planning Committee and Local Plan team giving full WLDC support to the Proposed Submission Draft Local Plan (and therefore for the plan to proceed to Examination in Public and then adoption).

The meeting concluded at 7.59 pm.

Chairman