

**19 MAY 2003**

**NEW FOREST DISTRICT COUNCIL**

Minutes of a meeting of the New Forest District Council held at Appletree Court, Lyndhurst on Monday, 19 May 2003.

**Councillors:**

p G Abbott  
p K F Ault  
p K E Austin  
p C Baker  
p G C Beck  
p Mrs J L Cleary  
p J E Coles  
p D E Cracknell  
p G F Dart  
p W H Dow  
p Miss P A Drake  
p M H G Fidler  
p Mrs L C Ford  
p P C Greenfield  
p R C H Hale  
p C J Harrison  
p D Harrison  
p F R Harrison  
p J D Heron  
p D A Hibbert  
p P E Hickman  
p Mrs M D Holding  
p J M Hoy  
p Mrs M Humber  
p J A G Hutchins  
p M J Kendal  
p Mrs B M Maynard  
p Mrs M McLean  
p M J Molyneux  
p R J Neath

**Councillors:**

p G J Parkes  
p B M F Pemberton  
p J Penwarden  
p L R Puttock  
p A W Rice TD  
p B Rickman  
p Mrs M J Robinson  
p B Rule  
D J Russell  
p T M Russell  
p D N Scott  
p N E Scott  
p Lt Col M J Shand  
p S A Shepherd  
p Mrs B Smith  
p Mrs L P Snashall  
p Mrs S I Snowden  
p M H Thierry  
p A R Tinsley  
p D B Tipp  
p Mrs B Vincent  
p M S Wade  
p S S Wade  
p G M Walmsley  
p J G Ward  
p A Weeks  
p Dr M N Whitehead  
p C A Wise  
p P R Woods  
p Mrs P A Wyeth

**Officers Attending:**

D Yates, N J Gibbs, C Malyon, D Atwill, Ms J Bateman, Miss G O'Rourke, J Mascall and Mrs R Rutins.

The Chairman of the Council, Cllr Hoy (in the Chair)

**1. ELECTION OF CHAIRMAN.**

Cllr Kendal moved that Cllr Hutchins be elected Chairman of the Council for the ensuing municipal year. The motion was seconded by Cllr Holding and a number of members spoke in support.

**RESOLVED:**

That Cllr Hutchins be elected Chairman of the Council to continue in office until his successor becomes entitled to act as Chairman at the next annual meeting of the Council.

Cllr Hutchins took the Chair and made the declaration of acceptance of office which was formally witnessed by the Chief Executive.

Cllr Hoy invested the Chairman with the Chain and Badge of Office and presented Mrs Hutchins, the Chairman's consort, with a bouquet of flowers.

On behalf of the employees, the Chief Executive congratulated the Chairman on his election.

The Chairman thanked his fellow members for his election.

The Chairman, in paying tribute to Cllr Hoy, said that he had had very little to do as Vice-Chairman as Cllr Hoy had worked very hard and had attended most engagements.

The Chairman announced that his chosen charity for the year would be 'Lymington Sailability'. This was the second time that he had the honour of being elected Chairman and, supported by his wife he would represent the district to the very best of his ability.

**2. VOTE OF THANKS TO CLLR HOY.**

The Chairman of the Council moved a vote of thanks to the outgoing Chairman Cllr Hoy. A number of members spoke in support of the motion.

Members congratulated Cllr Hoy on the magnificent way in which he had carried out his duties as Chairman. He had been an excellent ambassador for the Council and had performed the role with dignity and good humour.

The Chief Executive expressed his thanks to Cllr Hoy for all his hard work during his year as Chairman.

It was seconded and

**RESOLVED:**

That the best wishes of the Council be recorded to Cllr Hoy for his service during his term of office as Chairman of the Council.

Cllr Hoy thanked his fellow councillors for their tributes and said that he and his wife had thoroughly enjoyed their year. He had attended over 140 events. He had introduced a Civic Service for the first time in the district which 9 Mayors from across Hampshire had attended. His Charity Ball had been a great success and had raised over £800 for his charity 'Forest Bus'. He has hosted a carol service in the council chamber for staff and had met members of the Royal family. His year as Chairman had culminated in the plant sale at Appletree Court which had attracted 800 people. In total, all the events during the year had raised £5,000 for his charity. Cllr Hoy thanked Cllr Hutchins and his wife for their support during the year in the Vice-Chairman's role. He also thanked Mrs Helen Saunders, his personal assistant, for all her organisation of events throughout his year.

**3. APPOINTMENT OF VICE-CHAIRMAN.**

It was moved by Cllr Kendal and seconded by Cllr Robinson that Cllr Shand be appointed Vice-Chairman of the Council for the ensuing municipal year.

Members spoke in support of the motion.

**RESOLVED:**

That Cllr Shand be appointed Vice-Chairman of the Council to hold office until immediately after the election of the Chairman at the next annual meeting of the Council.

Cllr Shand made the declaration of acceptance of office which was formally witnessed by the Chief Executive. The Chairman invested Cllr Shand with his Badge of Office and presented Mrs Shand, the Vice-Chairman's Consort, with a bouquet of flowers.

**4. APPOINTMENT OF LEADER OF THE COUNCIL.**

It was proposed, seconded and

**RESOLVED:**

That Cllr Kendal be appointed Leader of the Council for the ensuing municipal year.

**5. MINUTES (REPORT A).**

**RESOLVED:**

That the minutes of the meeting held on 28 April 2003 be signed as a correct record.

**6. CHAIRMAN'S ANNOUNCEMENTS.**

**7. REPORT OF THE RETURNING OFFICER (REPORT B).**

Members were advised that the following Councillors had been elected to serve on the New Forest District Council at the elections held on 1 May 2003, and that each had made the Declaration of Acceptance of Office.

In response to a question the Chief Executive confirmed that, as a matter of course following the election, a review of polling stations would be undertaken.

Members thanked Mrs Rutins, Democratic Services Manager, and her staff for all their efforts to ensure a successfully run election.

<b>WARD NAME</b>	<b>CANDIDATE ELECTED</b>
Ashurst, Copythorne South and Netley Marsh	L R Puttock D B Tipp
Barton	K E Austin J A G Hutchins
Bashley	A W Rice TD
Becton	G C Beck P R Woods
Boldre and Sway	B Rickman C A Wise
Bramshaw, Copythorne North and Minstead	D N Scott
Bransgore & Burley	P C Greenfield J Penwarden
Brockenhurst & Forest South East	Mrs M D Holding R J Neath
Buckland	Mrs B Vincent
Butts Ash & Dibden Purlieu	Mrs B Smith M S Wade

<b>WARD NAME</b>	<b>CANDIDATE ELECTED</b>
Dibden & Hythe East	C J Harrison S S Wade
Downlands & Forest	Dr M N Whitehead
Fawley, Blackfield & Langley	M H G Fidler Mrs B M Maynard
Fernhill	Mrs J L Cleary Mrs S I Snowden
Fordingbridge	R C H Hale Lt Col M J Shand
Forest North West	W H Dow
Furzedown & Hardley	G J Parkes
Holbury & North Blackfield	C Baker J E Coles
Hordle	J M Hoy A R Tinsley
Hythe West & Langdown	Mrs M McLean Mrs M J Robinson
Lymington Town	K F Ault T M Russell
Lyndhurst	Mrs P A Wyeth
Marchwood	Mrs L P Snashall G M Walmsley
Milford	M J Kendal B M F Pemberton
Milton	B Rule J G Ward
Pennington	P E Hickman Mrs M Humber
Ringwood East & Sopley	Miss P A Drake

<b>WARD NAME</b>	<b>CANDIDATE ELECTED</b>
Ringwood North	Mrs L C Ford M H Thierry
Ringwood South	D E Cracknell J D Heron
Totton Central	G F Dart S A Shepherd
Totton East	G Abbott F R Harrison
Totton North	M J Molyneux N E Scott
Totton South	D Harrison A Weeks
Totton West	D A Hibbert D J Russell

#### **8. POLITICAL REPRESENTATION ON COMMITTEES.**

A member commented on the numbers of seats proposed to be allocated to the political groups on committees and panels. He expressed the view that in order to comply with Standing Orders the number of seats on review panels should be increased by one to reflect more closely the balance of proportionality of the Council as a whole.

Other members said that this was an ideal opportunity for the Council to demonstrate their willingness to work together and send out a positive message of fair mindedness.

The Chief Executive responded that this point had been raised with him earlier and he had had an opportunity to discuss the issue with the Monitoring Officer. He was of the view that the Council's committees and panels were of optimum size and whilst he appreciated the point made he did not feel that there was any overwhelming reason to make any changes.

The Leader of the Liberal Democrat Group suggested that Panel's should be asked to re-consider the size of their membership at their next meetings. The Standards Committee should also be asked to consider their membership.

The Leader of the Council said that he would resist any changes to the Constitution to alter the size of committees and panels. It was not appropriate for the Constitution to be changed just because there had been an election. The Constitution had been agreed by the Council as a whole and the requirements of it were being met.

The Chief Executive pointed out that because of the independent members that were appointed to the Standards Committee the rules of proportionality did not apply.

It was proposed and seconded that the District Council's representatives on the Standards Committee should comprise 2 members from each political group on the Council.

The Leader of the Council said that he had offered a seat on the Standards Committee to the independent member on the Council who had declined it in favour of a seat on the Leisure Review Panel. In addition to the four district councillors on the committee there were four non-district appointees.

The Conservative Group therefore did not have a majority on the Committee.

Upon a vote the motion was lost.

**RESOLVED:**

That appointments be made to committees and panels in accordance with the principles for the allocation of seats to political parties as set out in Section 15 of the Local Government and Housing Act 1989, except in those cases where it is decided without any member voting against, not to apply the principles of proportionality.

**9. APPOINTMENT OF COMMITTEES AND PANELS (REPORT C).**

**RESOLVED:**

That committees and review panels be appointed with the membership shown, as set out in Appendix 1 to these minutes.

**10. CONSTITUTION OF CABINET AND PORTFOLIOS.**

**RESOLVED:**

That the number and content of Cabinet Portfolios and members to be appointed to the Cabinet be as detailed below and as shown at Appendix 2 to these minutes:-

Policy and Strategy – Cllr Kendal

Crime and Disorder – Cllr Heron

**Council**

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Economy and Planning – Cllr T M Russell

Environment – Cllr Thierry

Finance and Support – Cllr Wise

Housing – Cllr Greenfield

Health and Social Inclusion – Cllr Mrs Holding

Leisure – Cllr Rickman

**CHAIRMAN**

Attachment: Minute No. 9 – Appendix 1  
Minute No. 10 – Appendix 2

(DEMOCRAT/ANNUALS/CL190503/MINUTES.DOC)



**APPEALS COMMITTEE (10 members)**

**Conservative (6)**

**Councillors:**

K F Ault  
Mrs L C Ford  
M J Molyneux  
L R Puttock  
D N Scott  
M H Thierry

**Liberal Democrat (4)**

**Councillors:**

Mrs M Humber  
Mrs B M Maynard  
D J Russell  
Dr M N Whitehead

**GENERAL PURPOSES AND LICENSING COMMITTEE (15 members)**

**Conservative (8)**

**Councillors:**

K F Ault  
G Beck  
W H Dow  
J M Hoy  
J A G Hutchins  
J Penwarden  
D B Tipp  
P R Woods

**Liberal Democrat (7)**

**Councillors:**

M H G Fidler  
R C H Hale  
D Harrison  
Mrs B Smith  
M S Wade  
S S Wade  
G M Walmsley

**INDUSTRIAL RELATIONS COMMITTEE (16 members)**

**Conservative (5)**

**Councillors:**

Mrs M D Holding  
M J Kendal  
A R Tinsley  
J G Ward  
  
C A Wise  
(+ 1 substitute  
member)

**Liberal Democrat (3)**

**Councillors:**

Mrs M Humber  
Mrs M J Robinson  
C Baker  
(M H G Fidler substitute  
member)

**Employee Side (8)**

Mrs J Barras )  
Mr E Coote )  
Mrs L Coote ) UNISON  
Mr D Jordan )  
  
Mrs M Rickman )  
  
Mr D Bramley ) GMB  
Mr T Patching )  
  
Mr J B Warren ) TGW  
(+ substitute members for each  
as required)

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**PLANNING DEVELOPMENT CONTROL COMMITTEE (20 members)****Conservative (11)****Councillors:**

K F Ault  
 W H Dow  
 Miss P A Drake  
 Mrs M D Holding  
 B M F Pemberton  
 J Penwarden  
 L R Puttock  
 A W Rice TD  
 D N Scott  
 P R Woods  
 Mrs P A Wyeth

**Liberal Democrat (9)****Councillors:**

J E Coles  
 G F Dart  
 M H G Fidler  
 R C H Hale  
 F R Harrison  
 Mrs B M Maynard  
 G J Parkes  
 N E Scott  
 Mrs B Vincent

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**STANDARDS COMMITTEE (8 members)****Conservative (3)****Councillors:**

J A G Hutchins  
 A W Rice TD  
 D B Tipp

**Liberal Democrat (1)****Councillors:**

C J Harrison

**Other Members (4)**

Mr A Lander (Independent Representative)  
 Mr J Giltrow (Independent Representative)  
 Two representatives of Parish/Town Councils as nominated by The New Forest Association of Parish and Town Councils

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**CORPORATE AND FINANCE REVIEW PANEL (10 members)****Conservative (6)****Councillors:**

B M F Pemberton  
 A W Rice TD  
 D N Scott  
 A R Tinsley  
 D B Tipp  
 J G Ward

**Liberal Democrat (4)****Councillors:**

C Baker  
 Mrs M J Robinson  
 S S Wade  
 A Weeks

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**CRIME & DISORDER REVIEW PANEL (10 members)****Conservative (6)****Liberal Democrat (4)****Councillors:****Councillors:**

K E Austin  
G Beck  
Mrs L C Ford  
D A Hibbert  
B M F Pemberton  
A R Tinsley

C J Harrison  
Lt Col M J Shand  
Mrs L P Snashall  
M S Wade

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**ECONOMY AND PLANNING REVIEW PANEL (10 members)****Conservative (6)****Liberal Democrat (4)****Councillors:****Councillors:**

K F Ault  
Miss P A Drake  
J M Hoy  
R J Neath  
D B Tipp  
Mrs P A Wyeth

G F Dart  
F R Harrison  
G J Parkes  
N E Scott

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**ENVIRONMENT REVIEW PANEL (10 members)****Conservative (6)****Liberal Democrat (4)****Councillors:****Councillors:**

W H Dow  
Mrs L C Ford  
J M Hoy  
J Penwarden  
P R Woods  
Mrs P A Wyeth

G Abbott  
P E Hickman  
S A Shepherd  
Mrs B Smith

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**HOUSING, HEALTH AND SOCIAL INCLUSION REVIEW PANEL (10 members)****Conservative (6)****Liberal Democrat (4)****Councillors:****Councillors:**

Mrs J L Cleary  
D A Hibbert  
M J Molyneux  
R J Neath  
B M F Pemberton  
B Rule

Mrs M Humber BA  
Mrs M McLean  
Mrs M J Robinson  
Dr M N Whitehead

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**LEISURE REVIEW PANEL (10 members)****Conservative (6)****Liberal Democrat (4)****Councillors:****Councillors:**

G Beck  
D E Cracknell (Independent)  
J A G Hutchins  
R J Neath  
L R Puttock  
J G Ward

D Harrison  
Mrs B Vincent  
G M Walmsley  
A Weeks

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**NFDC TEST VALLEY BOROUGH COUNCIL COMMERCIAL SERVICES JOINT COMMITTEE (3 members)****Conservative (3)****Liberal Democrat (0)****Councillors:**

Mrs M D Holding  
M H Thierry  
C A Wise

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**NFDC TEST VALLEY BOROUGH COUNCIL COMMERCIAL SERVICES SCRUTINY COMMITTEE (3 members)****Conservative (2)****Liberal Democrat (1)****Councillors:****Councillors:**

Mrs L C Ford  
P R Woods

Mrs B Smith

**APPENDIX 2****CABINET PORTFOLIOS**

1. The functions of the Cabinet shall be divided into Portfolios agreed by the Council.
2. The Leader shall allocate responsibility for each Portfolio to a Member of the Cabinet who shall be known as a Portfolio Holder.
3. The Portfolio Holder shall provide the political vision and leadership for each of the services contained within his/her Portfolio.
4. The responsibilities of the Portfolio Holders for the functions and services contained within each of the Portfolios approved by the Council, and referred to below, shall be as described in the Annexes to this Chapter:-

**Policy and Strategy**

Functions and Services included:

- Corporate and Community Plans
- Best Value
- Political and Management Structures
- Financial Strategy and Budget Targets
- Public Relations
- Human Resources

**Crime and Disorder**

Functions and Services included:

- Crime and Disorder
- Community Safety
- Emergency Planning
- Road Safety
- Service Specific Grants

**Environment**

Functions and Services included:

- Sustainability co-ordination
- Refuse Collection
- Street Cleaning
- Grounds Maintenance
- Recycling
- Public Conveniences
- Cemeteries
- Coastal Protection
- Land Drainage and Sewerage (other than in the public health context)

## Housing

Functions and Services included:

- Housing Strategy
- Housing Investment Programme
- Housing Service Delivery
- Improvement Grants

## Economy and Planning

Functions and Services included:

- Planning Strategy
- Development Plans
- Economic Development
- Building Control
- Transportation
- Car Park Management
- Concessionary Travel
- Highways Agency and Highways Development Control Advice
- Street Naming and Numbering
- Local Land Charges

## Leisure

Functions and Services included:

- Arts
- Play
- Sport
- Recreation
- Tourism
- Museums
- Galleries
- Libraries
- Adult Learning
- Youth Work
- Open Space
- Leisure related and other non-service specific and core funding grants
- Eling Tide Mill/Toll bridge

## Finance and Support

Functions and Services included:

- Information and Communications Technology
- Land and Buildings Asset Management
- Commercial Services – including catering services
- Capital and Revenue Budgets
- Council Tax and Benefits
- National Non-Domestic Rates – including Discretionary Non-Domestic Rate Relief
- Service Specific Grants

- Central Support Services, including –  
Accountancy  
Information Services  
Legal and Democratic Services  
Exchequer Functions  
Chief Executive's Administration

### **Health and Social Inclusion**

Functions and Services included:

- Personal Health
- Social Inclusion
- Service Specific Grants
- Environmental Health Services
- The Council's Health and Safety Responsibilities as an Employer

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