

**19 MAY 2008**

**NEW FOREST DISTRICT COUNCIL**

Minutes of a meeting of the New Forest District Council held at Appletree Court, Lyndhurst on Monday, 19 May 2008.

**Councillors:**

p G C Beck  
p D A Britton  
p Mrs D M Brooks  
p Mrs F Carpenter  
p Mrs J L Cleary  
p G F Dart  
p S P Davies  
p W H Dow  
p L T Dunsdon  
p Ms L C Ford  
p P C Greenfield  
p C J Harrison  
p D Harrison  
p E J Heron  
p P E Hickman  
p Mrs A J Hoare  
p Mrs M D Holding  
p J A G Hutchins  
p Mrs P Jackman  
p M J Kendal  
p C Lagdon  
p Mrs M E Lewis  
p Mrs K J Lord  
p Mrs P J Lovelace  
p B D Lucas  
p Mrs A E McEvoy  
p Mrs M McLean  
p G J Parkes  
p Sqn Ldr B M F Pemberton  
p J Penwarden

**Councillors:**

p L R Puttock  
p M P Reid  
p A W Rice  
p B Rickman  
p W S Rippon-Swaine  
p Mrs M J Robinson  
p Mrs A M Rostand  
p D J Russell  
p R F Scrivens  
e Lt Col M J Shand  
p A E J Shotter  
p Mrs B Smith  
p Mrs S I Snowden  
p A J Swain  
p M H Thierry  
p A R Tinsley  
p D B Tipp  
p C R Treleven  
p F P Vickers  
p M S Wade  
p S S Wade  
p R A Wappet  
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  
Vacancy

**Officers Attending:**

D Yates, R Jackson, J Mascall, D Atwill, Miss G O'Rourke, Mrs R Rutins and Ms M Stephens.

The Chairman of the Council, Cllr W H Dow, in the Chair.

**1. ELECTION OF CHAIRMAN.**

Cllr Beck moved that Cllr P R Woods be elected Chairman of the Council for the ensuing municipal year. The motion was seconded by Cllr Ward.

**RESOLVED:**

That Cllr Woods 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 Woods took the chair and made the declaration of acceptance of office, which was formally witnessed by the Chief Executive.

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

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

The Chairman thanked his fellow members for his election.

The Chairman announced that his chosen charities for the year would be Oakhaven Hospice, Lymington and First Opportunities which was a charity devoted to the early years therapy play education for children with special needs. The Chairman hoped to have the full support of fellow councillors in raising funds for these charities.

**2. VOTE OF THANKS TO CLLR W H DOW.**

The Chairman of the Council moved a vote of thanks to the outgoing Chairman, Cllr Dow.

The Chairman, in paying tribute to Cllr Dow, said that Cllr Dow and his wife were held in high esteem and had undertaken their civic duties with great diligence.

The motion was seconded.

Members spoke in support of the motion. They said that Cllr Dow and his wife had worked very hard. They had represented the people of the New Forest very well and were great ambassadors for the Council. Other members commented on the happy memories of the past year, and the popularity of the Chairman. They congratulated Cllr Dow and his consort for a job well done.

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

**RESOLVED:**

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

Cllr Dow thanked members for their kind tributes. He also thanked his wife and colleagues across the Council for their kind support during his term of office. Cllr Dow recalled the fun and happy memories of his many diverse civic duties and said that it had been a privilege and an honour to serve as the Council's Chairman. Cllr Dow also thanked colleagues in helping to raise over £7,000 for his chosen charities, Oakhaven Hospice and Hampshire Air Ambulance Trust.

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

It was moved by Cllr Kendal and seconded by Cllr Wise that Cllr L R Puttock be appointed Vice-Chairman of the Council for the ensuing municipal year.

It was seconded and

**RESOLVED:**

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

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

It was moved by Cllr Rickman and seconded by Cllr Mrs Holding that Cllr Kendal be appointed Leader of the Council for the ensuing municipal year.

**RESOLVED:**

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

Cllr Kendal referred to the fact that Cllr D Harrison had been appointed as Leader of the Liberal Democrat group and welcomed him to his new role.

Cllr Kendal paid tribute to the former leader of the Liberal Democrat group, Cllr Mrs Robinson, for the challenging but constructive way in which she had led the opposition on the Council. Other members thanked her for her hard work and valuable contribution during her years as leader of the group.

Cllr Kendal announced that he had appointed Cllr Rickman as Deputy Leader of the Council.

**5. MINUTES (PAPER A).**

**RESOLVED:**

That the minutes of the meeting held on 21 April 2008, having been circulated, be signed by the Chairman as a correct record.

**6. CHAIRMAN'S ANNOUNCEMENTS.**

The Chairman announced that he intended to invite members of the Council to join him and the Vice-Chairman for sandwiches and drinks in the Chairman's Office one hour prior to each full Council meeting. As space was limited members would be invited on a rotational basis. An invitation to individuals would be sent out in good time prior to the meeting. The Chairman hoped that Councillors would take advantage of the invitations, as he hoped that it would enable Councillors to get to know each other better.

The Chairman asked members to join him in wishing Cllr Mrs Snowden many happy returns on her birthday.

**7. MEMBERSHIP OF COMMITTEES AND PANELS**

**RESOLVED:**

That the following changes in membership of committees and panels be agreed: -

**(a) Corporate Overview Panel**

That Cllrs Mrs Hoare and Mrs Rostand be appointed in place of Cllrs Pemberton and Rice.

**(b) Crime and Disorder Review Panel**

That Cllr Tinsley be appointed in place of Cllr Lagdon.

**(c) Environment Review Panel**

That Cllr Wappet be appointed in place of Cllr Woods.

**(d) General Purposes and Licensing Committee**

That Cllr Dow be appointed in place of Cllr Woods

**(e) Housing Review Panel**

That Cllr Mrs Hoare be appointed in place of Cllr Pemberton.

**(f) Leisure, Culture and Youth Matters Review Panel**

That Cllr Mrs Rostand be appointed in place of Cllr Cracknell.

**Council**

**19 MAY 2008**

**(g) Planning Development Control Committee**

That Cllr Pemberton be appointed in place of Cllr Lagdon and that Cllr Dunsdon be appointed in place of Cllr Dr Whitehead.

**8. CONSTITUTION OF CABINET AND PORTFOLIOS.**

**RESOLVED:**

That the number and content of Cabinet Portfolios as shown in Appendix 1 to these minutes be agreed.

CHAIRMAN

Attachment: Minute 8 – Appendix 1

(Democrat/Annual Agendas & Minutes/2008/CL190508.doc)

**APPENDIX 1**

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 Chapter 4 to the Constitution:-

**Policy and Resources**

Functions and Services included:

- Corporate and Community Plans
- Performance Management
- Political and Management Structures
- Financial Strategy
- Risk Management
- Communications
- Human Resources Strategy
- Service Specific Grants
- Other Corporate Matters

**Crime and Disorder**

Functions and Services included:

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

**Employment, Health and Wellbeing**

Functions and Services included

- Economic Development
- Business Partnership
- Tourism
- Adult Learning
- Personal Health
- Social Inclusion
- Environmental Health Services
- The Council's Health and Safety Responsibilities as an Employer
- Service Specific Grants
- Meals on Wheels and Sheltered Housing Catering

**Environment**

Functions and Services included:

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

**Finance and Efficiency**

Functions and Services included:

- Value for Money
- Information and Communications Technology
- Asset Management
- Commercial Services
- Capital and Revenue Budgets
- Council Tax and Benefits
- National Non-Domestic Rates and Discretionary Non-domestic rate relief
- Central Support Services
- Employee and Civic Catering

**Housing**

Functions and Services included:

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

**Leisure, Culture and Youth Matters**

Functions and Services included:

- Arts
- Play
- Sport
- Recreation
- Museums
- Galleries
- Libraries
- Children and Youth Matters
- Open Space
- Leisure related and other non-service specific and core funding grants (but not CAB or Community First)
- Eling Tide Mill/Tollbridge
- Catering at Health and Leisure Centres and Dibden Golf Centre

**Planning & Transportation**

Functions and Services included:

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