

MISSION STATEMENT

***To Improve the Quality of Life
For Those Who Live and Work in The District***

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9 May 2008

Dear Councillor

NOTICE OF ANNUAL MEETING

You are hereby summoned to the **ANNUAL MEETING OF THE SELBY DISTRICT COUNCIL** to be held in the Civic Suite, Civic Centre, Portholme Road, Selby on **TUESDAY 20 MAY 2008** commencing at **4:00 pm**.

Yours sincerely

Chief Executive

Refreshments will be served in the Members' Room from 3:00 pm

***Councillors are invited to meet at the front of the Civic Centre at 3:30 pm
for group photographs.***

Opening Prayers will be offered.

AGENDA – PUBLIC SESSION

1. Apologies for Absence

To receive apologies for absence.

2. Disclosure of Interest

To receive any disclosure of interest in matters to be considered at the meeting in accordance with the provisions of Sections 94 and 117 of the Local Government Act 1972 or the National Code of Local Government Conduct.

3. Election of Chairman

a) Nominations

To invite nominations for the appointment of Chairman of Council for the 2008/2009 Municipal Year.

The Chairman will ask for nominations from the floor for Chairman for the ensuing year 2008/2009. If there is more than one nomination then a vote on each nomination will be taken in the order that the nominations are made.

b) Investiture of Chairman

The newly elected Chairman will stand and be invested with the Chairman's Chain of Office by the retiring Chairman. The retiring Chairman will then exchange seats with the newly elected Chairman.

The retiring Chaplain, the Reverend Gareth Wardell will exchange seats with the new Chaplain, Father Bernard Bickers.

c) Declaration of Acceptance of Office

The newly elected Chairman will sign the Declaration of Acceptance of Office and then take the Chair.

d) Retiring Chairman's Valedictory Address

The retiring Chairman will be invited to give her valedictory address.

The presentation by the Chairman of a silver salver and Past Chairman's Badge to the retiring Chairman will take place at this time.

Expressions of appreciation of the work of the retiring Chairman may be made from the Chamber at this point in the proceedings.

e) Investiture of Chairman's Lady

The Chairman of Council will call upon the past Chairman's Consort to invest the newly elected Chairman's Lady with the Chain of Office.

The past Chairman's Consort will stand, remove his Chain of Office and duly invest the newly elected Chairman's Lady.

A presentation of flowers to the Chairman's Lady will take place.

The retiring Chairman will take her seat in the body of the Council Chamber.

f) Newly Elected Chairman's Address

The newly elected Chairman will address the meeting.

4. **Appointment of Vice Chairman**

a) Nominations

To invite nominations for the appointment of Vice Chairman of the Council for the 2008/2009 Municipal Year. If there is more than one nomination then a vote on each nomination will be taken in the order that the nominations are made.

b) Investiture of Vice Chairman

The Vice Chairman will approach the dais and be invested by the Chairman with the Vice Chairman's Chain of Office and take the Vice Chairman's place on the dais.

c) Declaration of Acceptance of Office

The newly appointed Vice Chairman will sign the Declaration of Acceptance of Office.

d) Investiture of Vice Chairman's Lady

The Chairman of the Council will call for the newly appointed Vice Chairman's Lady to be invested with the Chain of Office.

The newly appointed Vice Chairman's Lady will stand and be duly invested.

A presentation of flowers to the Vice Chairman's Lady will take place.

5. **Minutes**

To confirm as a correct record the minutes of the proceedings of the meeting of the Council held on 8 April 2008 (pages 5 to 13 attached)

6. **Communications**

To consider any communications received by the Chief Executive and to pass resolutions thereon if deemed necessary.

7. **Appointment of Committees and Boards**

To consider appointments to Committees and Boards for the 2008/2009 Municipal Year (Group Leaders' nominations will be circulated at the meeting).

8. **Appointment of Chairs and Vice Chairs of Committees and Boards**

To appoint Chairs and Vice Chairs of Committees and Boards for the 2008/2009 Municipal Year (Nominations will be circulated at the meeting).

9 **Appointment of Councillor Champions**

To appoint Councillor champions for the 2008/2009 Municipal Year. (Nominations will be circulated at the meeting)

10. **Time of Commencement of Meetings**

To agree times of commencement for the Council's Committees and Boards for the 2008/2009 Municipal Year.

(The commencement times for 2007/2008 are attached for Councillors' information – page 14).

11. **Representatives on Outside Bodies**

A list of appointments of representatives on outside bodies for 2008/2009 will be circulated prior to the meeting. Councillors are asked to agree nominations for the 2008/2009 Municipal Year.

Councillors and guests are invited to take refreshments at Community House, Portholme Road, Selby following the meeting.

SELBY DISTRICT COUNCIL

Minutes of the proceedings of a meeting of the Council held on 8 April 2008, in the Civic Suite, the Civic Centre, Portholme Road, Selby, commencing at 6:00 pm.

822	Minutes
823	Communications
824	Public Questions
825	Councillors' Questions
826	Committee and Board Minutes
827	Comprehensive Performance Assessment – Recategorisation
828	Review of Councillors' Allowances
829	Urgent Action
830	Sealing of Documents
831	Private Session
832	Staffing Issues

Present: Councillor Mrs J Dyson (Chairman) in the Chair

Councillors: I Chilvers, M Crane, Mrs D Davies, J Deans, Mrs S Duckett, K Ellis, D Fagan, Mrs C Goodall, Mrs M Hulme, G Ivey, C Lunn, D N Mackay, Mrs P Mackay, B Marshall, W N Martin, J McCartney, Mrs M McCartney, Mrs K McSherry, Mrs C Mackman, J Mackman, Mrs E Metcalfe, Mrs W Nichols, I Nutt, R Packham, C Pearson, B Percival, A Pound, Mrs S Ryder, R Sayner, S Shaw-Wright, Mrs A Spetch, A Thurlow and Mrs D White.

Officials: Chief Executive, Mr J Lund, Strategic Director, Mr S Martin, Strategic Director, Head of Service – Finance and Central Services, Head of Service – Human Resources, Head of Service – Policy and Performance, Head of Service – Development Services, Democratic Services Officer and Committee Administrator.

Public: 4

Press: 0

The Reverend G Wardell offered opening prayers.

819 **Honorary Alderman Squire Bradbury**

The Chief Executive informed councillors of the death of Honorary Alderman Squire Bradbury who had been a member of the Council for a number of years.

Councillors stood in silent tribute to his memory.

820 **Apologies for Absence**

Apologies for absence were received from Councillors Mrs E Casling, J Cattnach, M Jordan, W Inness, C Metcalfe and R Sweeting.

821 **Disclosure of Interest**

None.

822 **Minutes**

Resolved:

That the minutes of the meetings of Council held on 12 February 2008 and the Extraordinary Council on 4 March 2008 be confirmed as correct records and signed by the Chairman.

823 **Communications**

- (a) Letter from Tim Yeo MP – Public Sector Buildings (Energy Performance) Bill

Chief Executive submitted a letter from Tim Yeo MP, Chairman of the House of Commons, Environmental Audit Committee asking the Council to support the Public Sector Building (Energy Performance) Bill.

The Bill was aimed at ensuring that public estate building were in the top quartile of energy performance.

Resolved: That the Council

- (a) **Supports the Public Sector Buildings (Energy Performance) Bill (introduced into Parliament with cross-party support on 5 December 2007), which would give legal force to the Government’s commitment to procure only buildings in the top quartile of energy performance;**
- (b) **Writes to**
- **Phil Woolas MP, the relevant Government Minister, urging him to support the Bill as drafted;**
 - **Local MPs urging them to sign EDM673 in support of the Bill and to pledge to attend the House of Commons to support the Bill at its Second Reading debate on April 25.**

(b) Letter from Ross Bennett – Selby NO21D Co-ordinator (ID Cards)

The Chief Executive submitted a letter from the Co-ordinator of NO21D asking the Council to formally oppose the proposed Governments Identity Card Scheme.

Moved by Councillor Crane and seconded by Councillor Deans.

- (a) That the Council takes no part in any pilot scheme or feasibility work in relation to the introduction of the ID Cards or the NIR, unless specifically required to do so by law;
- (b) Make it policy of the Council to ensure that ID Cards will not be required to access council services or benefits, unless specifically required to do so by law;
- (c) Only co-operate with the ID Card scheme where to do so otherwise would be unlawful;
- (d) Ask that the Leader of the Council write to the Home Secretary expressing these views and asking her to reconsider her insistence on pushing forward with this scheme.

Moved by Councillor Shaw-Wright and seconded by Councillor Packham as an amendment

That a working group be established to examine the issues surrounding ID Cards and investigate the effects on Selby District Council.

Amendment lost.
Motion carried.

Resolved:

- (a) That the Council takes no part in any pilot scheme or feasibility work in relation to the introduction of the ID Cards or the NIR, unless specifically required to do so by law;**
- (b) Make it policy of the Council to ensure that ID Cards will not be required to access council services or benefits, unless specifically required to do so by law;**
- (c) Only co-operate with the ID Card scheme where to do so otherwise would be unlawful;**
- (d) Ask that the Leader of the Council write to the Home Secretary expressing these views and asking her to reconsider her insistence on pushing forward with this scheme.**

(c) Letter from Selby District Nightstop

The Chief Executive reported that he had received a letter from the Selby District Nightstop advising him that with effect from 31 March 2008 the Nightstop Service would be withdrawn.

Resolved: That the letter be noted.

(e) Circular Letter from The Rt Hon Hazel Blears MP – Empowerment White Paper

The Chief Executive reported that he had received a circular letter dated 26 March 2008 from the Secretary of State for Communities and Local Government seeking the Council's comments on the White Paper by 10 April 2008.

Resolved: That

(a) The Chief Executive prepares a response based on the Council's current policies; and

(b) The Secretary of State be informed that, bearing in mind the democratic process the Council must follow, the consultation period is unacceptable.

(f) Eco Towns Consultation Document

The Chief Executive reported that the Government had decided that there would be 15 possible Eco Town locations identified nationally including 1 within the Leeds City Region. A study of potential sites within the Leeds City Region would be undertaken and fed into the consultation process.

Resolved: That the report be noted.

824 **Public Questions**

None.

825 **Councillors' Questions**

None.

Committee and Board Minutes

Licensing Committee – 18 February 2008 and 17 March 2008

Resolved:

That the minutes be noted.

Economy Board – 19 February 2008

Resolved:

That the minutes be noted.

Environment Board – 21 February 2008

Resolved:

That the minutes be noted.

Social Board – 26 February 2008

It was reported that Minute 726 would need to be amended to clarify the figures set out in part (ii) of the resolution.

Reference was made to the successful launch of the Concessionary Bus Pass Scheme, which was implemented on 1 April 2008.

Resolved:

- (a) That the minutes subject to the amendment above be noted;**
- (b) The staff involved be congratulated on the manner in which they dealt with the issue of the revised Concessionary Bus Pass Scheme.**

Policy and Resources Committee – 4 March 2008

Councillor Mrs Ivey reported that she should have been included in the list of North Yorkshire County Councillors declaring an interest as set out in Minute 732.

The Chief Executive reported that in view of the concerns raised about contaminated land (Minute 743) he would provide details of the contaminated land register to councillors electronically.

It was reported that there was a minor typographical error in Minute 745 which should read “for” not “or”.

Resolved:

That the minutes subject to the amendments above be noted.

Planning Committee – 5 March 2008

Resolved:

That the minutes be noted.

Planning Committee – 2 April 1008

Moved by Councillor Mackman and seconded by Councillor Deans that consideration of these minutes be deferred to the next meeting of Council.

Moved by Councillor Duckett and seconded by Councillor Marshall that consideration of these minutes be deferred until later in the meeting.

Amendment lost.

Motion carried.

Resolved:

That consideration of these minutes be deferred until the next meeting of Council.

Overview and Scrutiny Committee – 13 March 2008

Resolved:

That the minutes be noted.

Grants Allocations Sub-Group – 20 March 2008

Resolved:

- (a) That the minutes be noted;**
- (b) Information concerning the criteria used to assess applications be supplied to councillors electronically.**

Comprehensive Performance Assessment – Recategorisation

The Strategic Director, Mr S Martin updated councillors on the prospect of a Comprehensive Performance Assessment of the District Council. The Council had been categorised as weak in the assessment undertaken in 2004 and in view of the improvements which had taken place since then it was now appropriate to seek recategorisation.

To assist the Council in moving forward it was suggested that temporary external expert support be engaged to help in the recategorisation.

Resolved:

- (a) That the Council applies for CPA recategorisation in June 2008;**
- (b) That an amount of up to £25,000 be allocated to support the project.**

Councillor Crane wished to be recorded as abstaining on the following item – Minute 828.

Review of Councillors' Allowances

Councillors received the report of the Chief Executive with regard to the recent review of councillor allowances undertaken by the Independent Remuneration Panel (IRP).

The Local Government Act 2000 required that the Council adopted a scheme for the payment of councillors' allowances and that such a scheme be subject of a report and recommendation from an independent panel.

The recommendations of the independent panel were set out in an appendix to the report together with two options for the payment of allowances to opposition leaders.

Resolved: That

- (a) The recommendations of the independent panel, with the exception of the recommendation relating to a system of appraisal be approved and adopted with effect from 1 April 2008;**
- (b) The level of allowances set out in Option A be approved and adopted.**

829

Urgent Action

Sale of Land to Tesco

The Chief Executive updated councillors on the position regarding the sale of land to Tesco and reported that agreement had been reached and the necessary documentation would be completed shortly.

Resolved:

That the report be noted.

830

Sealing of Documents

To authorise the sealing of any documents necessary to action decisions of this Council Meeting, or any of its Committees and Boards for which delegated authority is not already in existence.

Resolved:

That authority be granted for the signing of, or the Common Seal of the Council being affixed to, any documents necessary to give effect to any resolutions hereby approved.

831

PRIVATE SESSION

Resolved:

That in accordance with Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business, as there will be a disclosure of exempt information as defined in paragraph 1 of Section 12(A) of the Act, as amended by the Local Government (Access to Information) (Variation) Order 2006.

832

Staffing Issues

The Chief Executive reported that he had reached agreement with a former member of staff and as a consequence that member of staff had left the Council's employment on 31 March 2008.

He also reported that a part time member of staff had been appointed to assist with the Community Hospital Partnership Project.

Resolved:

That the reports be noted.

The meeting closed at 7:36 pm.

Start Times for Committees and Boards

Board/Committee	Start Time
Council	6.00pm
Annual Council	4.00pm
Policy and Resources Committee	4.00pm
Economy Board	5.00pm
Social Board	5.00pm
Environment Board	4.00pm
Licensing Committee	10.00am
Planning Committee	4.00pm
Overview and Scrutiny Committee	5.00pm
Standards Committee	4.00pm
Audit Panel	4.00pm
CAAC North	4.00pm
CAAC South	2.00pm