

## South Somerset District Council

**Minutes** of the Annual meeting of the **South Somerset District Council** held on **Tuesday 21 May 2019** in the Council Chamber, Council Offices, Brympton Way, Yeovil.

(7.30 pm - 9.10 pm)

### **Present:**

**Members:** Councillor Paul Maxwell (Chairman)  
Councillor Jenny Kenton (Vice-Chairman)

Jason Baker  
Robin Bastable  
Mike Best  
Neil Bloomfield  
Dave Bulmer  
Hayward Burt  
Tony Capozzoli  
Martin Carnell  
Malcolm Cavill  
John Clark  
Nicola Clark  
Louise Clarke  
Nick Colbert  
Adam Dance  
Sarah Dyke  
Karl Gill  
David Gubbins

Peter Gubbins  
Brian Hamilton  
Mike Hewitson  
Henry Hobhouse  
Charlie Hull  
Kaysar Hussain  
Val Keitch  
Andy Kendall  
Tim Kerley  
Mike Lock  
Pauline Lock  
Tony Lock  
Kevin Messenger  
Graham Oakes  
Sue Osborne  
Tiffany Osborne  
Robin Pailthorpe

Clare Paul  
Crispin Raikes  
Wes Read  
David Recardo  
Paul Rowsell  
Gina Seaton  
Peter Seib  
Jeny Snell  
Andy Soughton  
Mike Stanton  
Rob Stickland  
Lucy Trimnell  
Anthony Vaughan  
Linda Vijeh  
William Wallace  
Colin Winder

### **Officers:**

Alex Parmley  
Netta Meadows  
Clare Pestell  
Martin Woods  
Angela Watson  
Paul Fitzgerald  
Angela Cox

Chief Executive  
Director (Strategy & Support Services)  
Director (Commercial Services & Income Generation)  
Director (Service Delivery)  
Monitoring Officer  
Section 151 Officer  
Democratic Services Specialist

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## **1. Election of Chairman (Agenda Item 1)**

The retiring Chairman welcomed all returning and newly elected Councillors and asked that they work together with officers and respect each other. He thanked his retiring Vice Chairman and officers for supporting him in his year of office.

He called for nominations for the position of Chairman of Council.

Councillor Henry Hobhouse, seconded by Councillor Peter Gubbins nominated Councillor Paul Maxwell as Chairman of the Council.

Councillor Linda Vijeh, seconded by Councillor Nick Colbert, proposed Councillor Colin Winder as Chairman of Council.

A vote was taken and Councillor Paul Maxwell was declared elected as Chairman of Council (voting: Paul Maxwell: 36, Colin Winder: 13, 1 abstention). It was therefore:

**RESOLVED:** that Councillor Paul Maxwell be elected as Chairman of the Council for the Municipal Year 2019/2020.

Following his appointment Councillor Maxwell read and signed the formal declaration of acceptance of office, and thanked Members for their support

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## **2. Appointment of Vice-Chairman (Agenda Item 2)**

The Chairman welcomed all Councillors to their first meeting and proposed that Councillor Jenny Kenton be appointed to the position of Vice Chairman of Council. This was seconded by Councillor John Clark.

Councillor Linda Vijeh, seconded by Councillor Sue Osborne, proposed Councillor Gina Seaton as Vice Chairman of Council.

A vote was taken and Councillor Jenny Kenton was declared elected as Vice Chairman of Council (voting: Jenny Kenton: 36, Gina Seaton: 12, 2 abstentions). It was therefore:

**RESOLVED:** that Councillor Jenny Kenton be appointed as Vice Chairman of the Council for the Municipal Year 2019/2020.

Following her appointment Councillor Kenton read and signed the formal declaration of acceptance of office, and thanked Members for their support.

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## **3. Apologies for Absence (Agenda Item 3)**

Apologies for absence were received from Councillors Ben Hodgson, Michael Lewis, Tricia O'Brien, Dean Ruddle, Garry Shortland, Alan Smith, Gerard Tucker and Martin Wale.

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## **4. Minutes (Agenda Item 4)**

Due to their late publication, the signing of the minutes of the last meeting of Council were deferred to a future meeting.

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## **5. Declarations of Interest (Agenda Item 5)**

There were no declarations of interest made by Members.

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## **6. Public Question Time (Agenda Item 6)**

The Council were addressed by two members of the public and two students regarding Agenda item 12: Motion to Declare a Climate and Ecological Emergency. Their comments included:

- I would remind you of Sir David Attenborough's speech at the opening ceremony of United Nations-sponsored climate talks in December 2018 when he said "If we don't take action, the collapse of our civilisations and the extinction of much of the natural world is on the horizon"
- We urge you to plant 100,000 trees this year, review your Local Plan and Carbon Reduction Plan and work with Somerset County Council to establish a Citizens Assembly as many local residents will respond positively to help you.
- I want you to be aware the planet is in danger and the ice is melting fast.
- We have declared an emergency on climate change and it is time to put the fire out.
- We can all take individual responsibility to reduce, reuse and recycle but it is not enough. You have the power to make plans and bring in policies.
- The Met Office predict a 1m rise in sea level which could mean the loss of parts of the Somerset Levels. This could be a 2m rise by 2100.
- We urge you to show leadership by pledging to make the district of South Somerset carbon neutral by 2025 and act now by planting trees. The future of the planet and much of Somerset is in your hands.

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## **7. Chairman's Announcements (Agenda Item 7)**

The Chairman thanked the immediate retiring Chairman, Councillor Tony Capozzoli, and, the immediate retiring Vice-Chairman, Councillor Mike Best for their service.

He also advised of the sudden death of ex-District Councillor Adrian Cavendish who was the Ward Member for Eggwood from 2003 to 2007 and also Chairman of Hinton St George Parish Council. He said Mr Cavendish had worked passionately for his community and would be greatly missed.

He welcomed the newly elected District Councillors to their first Council meeting and hoped they would find the role both rewarding and enjoyable.

He concluded by paying tribute to Councillors Derek Yeomans and Andrew Turpin who had unsuccessfully sought re-election to the Council.

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## **8. Chairman's Engagements (Agenda Item 8)**

The list of Chairman's Engagements was noted.

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## **9. Appointment of Member Level Bodies 2019/20 (Agenda Item 9)**

The Leader of Council stated that the new Portfolio Holders responsibilities would be aligned to the Council Plan themes and Areas of focus for 2019/20. In response to a question she advised that very recent MHCLG advice said that authorities should consider a member's experience, expertise, interests, ability to act impartially, ability to work as part of a group, and capacity to serve as well as the ability to lead and build a

sense of teamwork and consensus among committee members when appointing Chairmen of Scrutiny Committees.

The Leader of the Conservative Group, Councillor Linda Vjeh, ask for her groups disappointment be recorded that the Area Committees would not be afforded the opportunity to appoint their own Chairman.

During discussion the following points were made:

- Councillors appointed as Chairmen and Vice Chairmen of Committees should all undertake the Charing Skills training courses offered.
- Councillors and any potential substitutes on the Audit, Licensing and Regulation Committees must undergo the full training for these committees.
- The Independent Members' Remuneration Panel should be reconvened to review the current Members Allowance Scheme.

The Chairman asked for Members to consider each recommendation individually and it was resolved that:-

### **Recommendation (1) – to agree the appointment of Leader of the Council**

It was proposed by Councillor Peter Gubbins and seconded by Councillor Anthony Vaughan that Councillor Val Keitch be appointed Leader of the Council. On being put to the vote, the motion was carried. It was therefore:

**RESOLVED:** that Council appointed Councillor Val Keitch as Leader of the Council for a period of four years, starting on the day of her election (May 2019) and ending on the day of the post 4-year Council election annual meeting (May 2023).

### **Recommendation (2) – appointment of Deputy Leader of the Council**

**RESOLVED:** that Council note the appointment of Councillor Peter Seib as Deputy Leader of the Council to hold office (subject to Article 7.03) until the end of the term of office of the Leader (May 2023).

### **Recommendations (3 & 4) - Appointment of Membership and establishment of District Executive Committee**

**RESOLVED:** that the District Executive committee be established and that Council note the Leader's appointment of the following Members and Portfolio responsibilities for 2019/20:-

Val Keitch	Lib Dem	<b>Leader: Strategy &amp; Housing</b>
Peter Seib	Lib Dem	<b>Deputy Leader: Finance, Legal &amp; Democratic Services</b>
Mike Best	Lib Dem	<b>Health &amp; Well-Being</b>
John Clark	Lib Dem	<b>Economic Development including Commercial Strategy</b>
Sarah Dyke	Lib Dem	<b>Environment</b>

Tony Lock	Lib Dem	<b>Protecting Core Services</b>
Jason Baker	Lib Dem	<b>Area West Chair</b>
Adam Dance	Lib Dem	<b>Area North Chair</b>
Henry Hobhouse	Lib Dem	<b>Area East Chair</b>
Peter Gubbins	Lib Dem	<b>Area South Chair</b>

**Recommendation (5) – Re-establishment of member level bodies for 2019/20**

**RESOLVED:** that the following member-level bodies be re-established for 2019/20:

- 4 Area Committees (geographical representation)
- Scrutiny Committee (14 members)
- Audit Committee (10 members)
- Regulation Committee (14 members)
- Licensing Committee (15 members)
- Appointments Committee (8 members)
- Standards Committee (6 District Council members plus 5 co-optees)

**Recommendation (6) - Appoint Members to Member-Level Bodies**

**RESOLVED:** that the memberships of the bodies established as in recommendation (5) be approved as follows for 2019/20 having regard to the principles of political balance as set out in the report and giving effect to the wishes of the party political groups:

**Area North Committee 12 members (exempt from political balance)**

Neil Bloomfield	Lib Dem	
Malcolm Cavill	Lib Dem	
Louise Clarke	Lib Dem	
Adam Dance	Lib Dem	Chairman
Mike Hewitson	Lib Dem	
Tim Kerley	Lib Dem	
Crispin Raikes	Lib Dem	
Mike Stanton	Lib Dem	Vice Chairman
Gerard Tucker	Independent	
Dean Ruddle	Independent	
Clare Paul	Conservative	
Tiffany Osborne	Conservative	

**Area South Committee 19 members (exempt from political balance)**

John Clark	Lib Dem
Nicola Clark	Lib Dem
Karl Gill	Lib Dem

David Gubbins	Lib Dem	
Peter Gubbins	Lib Dem	Chairman
Kaysar Hussain	Lib Dem	
Andy Kendall	Lib Dem	
Mike Lock	Lib Dem	
Pauline Lock	Lib Dem	
Tony Lock	Lib Dem	
Graham Oakes	Lib Dem	
Wes Read	Lib Dem	
David Recardo	Lib Dem	Vice Chairman
Peter Seib	Lib Dem	
Alan Smith	Lib Dem	
Jeny Snell	Lib Dem	
Andy Soughton	Lib Dem	
Rob Stickland	Lib Dem	
Gina Seaton	Conservative	

**Area East Committee 13 members (exempt from political balance)**

Sarah Dyke	Lib Dem	
Henry Hobhouse	Lib Dem	Chairman
Kevin Messenger	Lib Dem	
Paul Rowsell	Lib Dem	
Tony Capozzoli	Independent	Vice Chairman
Robin Bastable	Conservative	
Hayward Burt	Conservative	
Nick Colbert	Conservative	
Charlie Hull	Conservative	
Michael Lewis	Conservative	
Lucy Trimnell	Conservative	
William Wallace	Conservative	
Colin Winder	Conservative	

**Area West Committee 16 members (exempt from political balance)**

Jason Baker	Lib Dem	Chairman
Mike Best	Lib Dem	
Martin Carnell	Lib Dem	
Brian Hamilton	Lib Dem	
Ben Hodgson	Lib Dem	
Val Keitch	Lib Dem	
Jenny Kenton	Lib Dem	
Paul Maxwell	Lib Dem	
Tricia O'Brien	Lib Dem	
Robin Pailthorpe	Lib Dem	Vice Chairman
Garry Shortland	Lib Dem	
Anthony Vaughan	Lib Dem	

Dave Bulmer	Independent
Sue Osborne	Conservative
Linda Vijeh	Conservative
Martin Wale	Conservative

**Scrutiny Committee 14 members (political balance)**

2 Vice-Chairmen LD10, C3, I1	Louise Clarke	Lib Dem	
	Nicola Clark	Lib Dem	
	Brian Hamilton	Lib Dem	
	Mike Lock	Lib Dem	
	Paul Maxwell	Lib Dem	
	Robin Pailthorpe	Lib Dem	
	Crispin Raikes	Lib Dem	Chairman
	Jeny Snell	Lib Dem	
	Mike Stanton	Lib Dem	
	Rob Stickland	Lib Dem	
	Gerard Tucker	Independent	Vice-Chairman
	Robin Bastable	Conservative	
	Charlie Hull	Conservative	
	Sue Osborne	Conservative	Vice-Chairman

**Audit Committee 10 members (political balance)**

LD7, C2, I1	Mike Best	Lib Dem	
	Martin Carnell	Lib Dem	Chairman
	Louise Clarke	Lib Dem	
	Brian Hamilton	Lib Dem	
	Mike Hewitson	Lib Dem	Vice Chairman
	Paul Maxwell	Lib Dem	
	Robin Pailthorpe	Lib Dem	
	Malcolm Cavill	Conservative	
	William Wallace	Conservative	
	Dave Bulmer	Independent	

**Regulation Committee 14 members (political balance)**

LD10, C3, I1	Jason Baker (W)	Lib Dem	
	Neil Bloomfield (N)	Lib Dem	Vice Chairman
	Adam Dance (N)	Lib Dem	
	Peter Gubbins (S)	Lib Dem	Chairman
	Henry Hobhouse (E)	Lib Dem	
	Tony Lock (S)	Lib Dem	
	Crispin Raikes (N)	Lib Dem	
	David Recardo (S)	Lib Dem	
	Paul Rowsell (E)	Lib Dem	
	Andy Soughton (S)	Lib Dem	

Tony Capozzoli (E)	Independent
Sue Osborne (W)	Conservative
William Wallace (E)	Conservative
Colin Winder (E)	Conservative

**Licensing Committee 15 members (exempt from political balance)**

Jason Baker	Lib Dem	
Karl Gill	Lib Dem	
Jenny Kenton	Lib Dem	
Tony Lock	Lib Dem	
Kevin Messenger	Lib Dem	
Crispin Raikes	Lib Dem	
Wes Read	Lib Dem	Vice Chairman
David Recardo	Lib Dem	Chairman
Paul Rowsell	Lib Dem	
Andy Soughton	Lib Dem	
Dave Bulmer	Independent	
Nick Colbert	Conservative	
Linda Vijeh	Conservative	
Martin Wale	Conservative	
William Wallace	Conservative	

**Appointments Committee 8 members (political balance)**

LD5, C2, I1	Val Keitch	Lib Dem	Chairman
	Peter Seib	Lib Dem	Vice Chairman
	Mike Best	Lib Dem	
	Crispin Raikes	Lib Dem	
	Mike Stanton	Lib Dem	
	Tony Capozzoli	Independent	
	Nick Colbert	Conservative	
	Linda Vijeh	Conservative	

**Standards Committee 6 members (political balance)**

(6 members,) LD4, C2	Nicola Clark	Lib Dem	
	Peter Gubbins	Lib Dem	Chairman
	Jenny Kenton	Lib Dem	
	Crispin Raikes	Lib Dem	
	Hayward Burt	Conservative	
	Sue Osborne	Conservative	

Plus 3 parish representatives and 2 independent representatives:

Vacancy	Parish Rep
Vacancy	Parish Rep
Vacancy	Parish Rep
Christopher Borland	Independent



**Recommendation (7) – to appoint the Chairmen and Vice-Chairmen of Member-Level Bodies**

**RESOLVED:** that the Chairmen and Vice-Chairmen of the bodies listed under recommendations (5) above be approved for 2019/20 as shown in that resolution.

**Recommendation (8) - Terms of Reference of Member-Level Bodies**

**RESOLVED:** that the bodies appointed under recommendation (4) above will operate in accordance with their existing terms of reference (as attached at Appendix A to the report) and the scheme of delegation set out in Part 3 of the Constitution.

**Recommendation (9) - Appointment to Council Wide Panels and Partnerships**

**RESOLVED:** that the following appointments be made to Council wide panels and partnerships:

<b>Panel or Partnership</b>	<b>Councillors appointed</b>	<b>Party</b>
Appeals Panel (political balance) LD4, C3, I1	Jason Baker Sarah Dyke Peter Gubbins Crispin Raikes Peter Seib Tony Capozzoli Hayward Burt Martin Wale Linda Vijeh	Lib Dem Lib Dem Lib Dem Lib Dem Lib Dem Ind Cons Cons Cons
Strategic Development Board	Val Keitch John Clark Jason Baker Peter Gubbins Henry Hobhouse Adam Dance	Lib Dem Lib Dem Lib Dem Lib Dem Lib Dem Lib Dem
Chard Regeneration Programme Board  Yeovil Regeneration Programme Board  Wincanton Regeneration Programme Board	(Area Chairmen) Jason Baker Peter Gubbins Henry Hobhouse	Lib Dem Lib Dem Lib Dem
Strategic Alliance with	Val Keitch	Lib Dem

<b>Panel or Partnership</b>	<b>Councillors appointed</b>	<b>Party</b>
Sedgemoor	Peter Seib Dave Bulmer Linda Vijeh	Lib Dem Ind Cons
Income Generation Board	To be confirmed	
Local Strategic Partnership	Val Keitch (Plus Area Chairmen are automatically members of the LSP)	Lib Dem
South West Internal Audit Partnership Ltd	To be confirmed	
Housing and Exceptions Appeals Panel	Louise Clark Anthony Vaughan	Lib Dem Lib Dem
Somerset Waste Board	Sarah Dyke Tim Kerley	Lib Dem Lib Dem
PATROL Joint Committee (Parking and Traffic Regulation Outside London)	Tony Lock	Lib Dem
Somerset Growth Board	John Clark	Lib Dem

### **Recommendation (10) - Appointment to Outside Bodies**

**RESOLVED:** it was agreed to appoint members to the Council wide outside bodies as listed below and note that all other appointments to outside bodies would be made by the Area Committees for area specific issues.

<b>Organisation</b>	<b>Councillor appointed for 2019/20</b>
Board of Governors for Yeovil District Hospital NHS Foundation Trust	David Recardo
LGA General Assembly	Val Keitch
District Councils Network	Val Keitch
South West Provincial Employers	To be confirmed
South West Councils	Val Keitch
Somerset Rivers Authority	Mike Stanton To be confirmed (sub)
Parrett Drainage Board	Mike Stanton Mike Lewis (sub) Gerard Tucker (sub)
Somerset Water Management Partnership	Sarah Dyke

Health & Well-Being Board	Jeny Snell
Safer Somerset Partnership	Tony Lock
Police and Crime Panel	Neil Bloomfield
Somerset Building Preservation Trust	Tim Kerley
Armed Forces Community Covenant	Andy Kendall
Somerset Local Access Forum	Paul Maxwell

**Recommendation (11) - Members' Allowances Panel**

**RESOLVED:** to re-establish the Council's independent Members' Remuneration Panel to review the current Members Allowance Scheme.

**Recommendation (12) – Continuation of Council Procedure Rule 40 (B)**

**RESOLVED:** to agree the continuation of Council Procedure Rule 40 (B) – appointment of substitute members at meetings of Committees.

**Recommendation (13) - Meetings Timetable**

**RESOLVED:** that the Council's annual meetings timetable be confirmed as attached at Appendix B.

*(Resolutions 3-13 put to the meeting and passed without dissent)*

**10. Notification of an Urgent Executive Decision to Fit Out the First Floor of Yeovil Innovation Centre (YIC) (Agenda Item 10)**

The Leader of Council advised that the decision had been taken urgently to secure the tenant who could bring up to 100 jobs to the area.

In response to questions, the Chief Executive and the Director for Commercial Services & Income Generation confirmed that:-

- heads of terms had been agreed with the tenant but no money would be expended until the lease terms were agreed with the tenant.
- the fit-out works were for the benefit of the Landlord (YIC) not the tenant, but necessary for the tenant to be able to occupy the accommodation and pay the proposed rent. This included basics such as carpets, plug sockets and lights. These would be a permanent benefit to the YIC, not the tenant if they should leave the premises in future.

There was no debate and Council noted the decision taken by the Chief Executive in consultation with Council Leader.

**RESOLVED:** That Council noted that the Chief Executive in consultation with Council Leader approved:-

- a. capital funding of up to £320,000 from the useable capital receipts reserve to meet the cost of fit-out works and furniture for First Floor at YIC2;
- b. to add the revenue income stated in the confidential appendix to the Medium Term Financial Plan;
- c. that expenditure shall only be committed if a legally binding agreement for lease has been concluded with the tenant on the basis set out in this report;
- d. that prior confirmation shall be obtained from partners in YIC that SSDC may retain the full revenue impact of this letting to provide return on this capital and recovery of that capital until the full sum has been recovered, and thereafter revenue will accrue to YIC in the normal way; and
- e. the Director of Commercial Services and Income Generation be authorised to approve the details of specification and lease terms, or to delegate as appropriate.

**Reason:** To report the details of an urgent decision taken by the Chief Executive in consultation with the Council Leader for approval for SSDC to fund fit-out works for the first floor at Yeovil Innovation Centre phase 2 (YIC2) three years ahead of forecast.

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## 11. Report of Executive Decisions (Agenda Item 11)

The report of Executive decisions taken since the last meeting of Council was noted.

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## 12. Motions (Agenda Item 12)

Councillor Henry Hobhouse proposed his Motion to Council which was seconded by Councillor Mike Hewitson. He said that a strategy would take time to be drawn up and all SSDC owned buildings would be carbon neutral by 2023. He also confirmed that:-

- although the Government were increasing VAT on solar panels, SSDC would investigate funding a proportion of this for local residents.
- the pension scheme investments would be reviewed.
- the Strategy would be developed in partnership with other Councils.

The Leader of Council said that as a responsible Council, they would work towards doing all they could to mitigate climate change however, they could not solve all the problems on their own although this was no reason for inaction. She said the Council was now in

a financial position to invest in its community and they would commit additional resource to deliver the amended recommendations. She proposed that recommendation 3 be amended so that the Strategy document be prepared by Autumn 2019 to allow sufficient time for officers to research evidence and for Members and others to be engaged in the development of the strategy.

Councillor Linda Vijeh said the Strategy document should have clear targets and it should be drawn up in liaison with other Councils and interested members of the Extinction Rebellion group.

During discussion, several Members expressed their support for the Motion and for proposals to plant trees, invest in electric vehicle charging points and solar panels.

Councillor Henry Hobhouse concluded by urging Members to support the motion and asked that interested public groups be included in the meetings to discuss the Strategy. The amended Motion was put to the vote and unanimously carried.

**RESOLVED:** That Council agreed to:-

1. Note the background information provided.
2. Declare its recognition of a 'Climate and Ecological Emergency'
3. Develop a Strategy by the Full Council meeting in the Autumn of 2019, that sets ambitious targets to protect the environment and ecology; to reduce Carbon Emissions; and for a) South Somerset District and b) the Council to become carbon neutral
4. Develop a delivery plan that sets out the necessary policies, projects and actions to deliver the targets, and identifies the resources necessary to enable the delivery of the strategy
5. Work with councils and other partners in Somerset to develop collaboration, joint approaches and share resources in tackling climate change and protecting the environment

*(Voting: unanimous in favour)*

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### **13. Questions Under Procedure Rule 10 (Agenda Item 13)**

There were no questions submitted by Members under Procedure Rule 10.

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### **14. Date of Next Meeting (Agenda Item 14)**

Members noted that the next scheduled meeting of the Full Council was a reserve date of 20<sup>th</sup> June 2019.

Unless there was any urgent business to progress on this date, the next scheduled meeting of the Full Council would take place on **Thursday, 18<sup>th</sup> July 2019** in the Council Chamber, Council Offices, Brympton Way, Yeovil **commencing at 7.30 p.m.**

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Chairman

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Date