

## FOLKESTONE AND HYTHE DISTRICT COUNCIL

### **Minutes of the Annual meeting of the Council held using Zoom - remote meeting on Wednesday, 5 May 2021**

**Present:** Councillors Mrs Ann Berry (Chairman), Danny Brook, Miss Susan Carey, John Collier, Laura Davison, Ray Field, Gary Fuller, Peter Gane, Clive Goddard, David Godfrey, Anthony Hills, Mrs Jennifer Hollingsbee, Nicola Keen, Michelle Keutenius, Jim Martin, Philip Martin (Vice-Chair), Connor McConville, Jackie Meade, Ian Meyers, David Monk, Terence Mullard, Stuart Peall, Tim Prater, Patricia Rolfe, Rebecca Shoob, Georgina Treloar, Douglas Wade, Lesley Whybrow, David Wimble and John Wing.

Apologies for Absence: None.

#### **1. Declarations of Interest**

There were no declarations of interest at the meeting.

#### **2. Election of Chairman of the Council**

Proposed by Councillor Wimble,  
Seconded by Councillor Mrs Hollingsbee; and

#### **RESOLVED:**

**That Councillor P Martin be elected as Chairman of the District Council of Folkestone and Hythe until the next annual meeting of the Council, and until the acceptance of office by his successor.**

(Voting figures: 17 for, 0 against, 13 abstentions).

Councillor P Martin made and signed the declaration of acceptance of office, as required by Section 83 of the Local Government Act 1972, and Chaired the remainder of the meeting.

The Chairman of the council then formally thanked the council for electing him to office, and thanked his proposer and seconder.

#### **3. Election of Vice-Chairman of the Council**

Proposed by Councillor Miss Carey,  
Seconded by Councillor Goddard; and

#### **RESOLVED:**

**That Councillor Hills be elected as Vice-Chairman of the District Council of Folkestone and Hythe until the next annual meeting of the Council, and until the acceptance of office by his successor.**

(Voting figures: 17 for, 0 against, 13 abstentions).

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Councillor Hills made and signed the declaration of acceptance of office, as required by Section 83 of the Local Government Act 1972, and also thanked his proposer and seconder.

### 4. **Minutes**

The Chairman advised that there was an error under Minute No 10. The second point under the resolution needed to be removed.

Subject to the amendment above, the minutes of the Annual meeting of the Council held on 22 May 2019 were submitted, approved as a correct record, and signed by the Chairman of the Council.

(Voting figures: 17 for, 0 against 13 abstentions).

### 5. **Appointments to Committee's and Sub-Committee's of the Council (including the appointment of Chairmen and Vice-Chairmen)**

The report listed the committees and sub-committees of the Council. The description of the role and function of each committee contained in the report is a summary only and the full definition and description of each is set out in the constitution.

Proposed by Councillor Monk,  
Seconded by Councillor Mrs Hollingsbee; and

#### **RESOLVED:**

1. That report A/21/07 be received and noted.
2. That the necessary appointments to the committees and sub-committees of the Council, as set out in the report, be made for 2021/2022.

(Voting figures: 30 for, 0 against, 0 abstentions)

Proposed by Councillor Whybrow,  
Seconded by Councillor Treloar;

That Councillor Shoob be elected Chairman of the Audit and Governance Committee for the municipal year 21/22.

Proposed by Councillor Monk,  
Seconded by Councillor Mrs Berry;

That Councillor P Martin be elected Chairman of the Audit and Governance Committee for the municipal year 21/22.

#### **RESOLVED:**

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**That Councillor P Martin be elected Chairman of the Audit and Governance Committee for the municipal year 21/22.**

(Voting figures:

For Councillor Shoob: 13 for, 17 against, 0 abstentions.

For Councillor P Martin: 17 for, 13 against, 0 abstentions).

Proposed by Councillor McConville,

Seconded by Councillor Meade,

That Councillor Davison be elected Vice-Chairman of the Audit and Governance Committee for the municipal year 21/22.

Proposed by Councillor Monk,

Seconded by Councillor Mrs Hollingsbee;

That Councillor Mrs Berry be elected Vice-Chairman of the Audit and Governance Committee for the municipal year 21/22.

**RESOLVED:**

**That Councillor Mrs Berry be elected Vice-Chairman of the Audit and Governance Committee for the municipal year 21/22.**

(Voting figures:

For Councillor Davison 13 for, 17 against, 0 abstentions.

For Councillor Mrs Berry: 17 for, 13 against, 0 abstentions).

Proposed by Councillor Hollingsbee,

Seconded by Councillor Wimble; and

**RESOLVED:**

**That Councillor Goddard be elected Chairman of the Planning and Licensing Committee for the municipal year 21/22.**

(Voting figures: 18 for, 0 against, 12 abstentions).

Proposed by Councillor Monk,

Seconded by Councillor Collier,

That Councillor P Martin be elected Vice - Chairman of the Planning and Licensing Committee for the municipal year 21/22.

Proposed by Councillor McConville,

Seconded by Councillor Keen,

That Councillor Meade be elected Vice-Chairman of the Planning and Licensing Committee for the municipal year 21/22.

**RESOLVED:**

**That Councillor P Martin be elected Vice-Chairman of the Planning and Licensing Committee for the municipal year 21/22.**

(Voting figures:

For Councillor P Martin 17 for, 13 against, 0 abstentions.

For Councillor Meade: 13 for, 17 against, 0 abstentions).

Proposed by Councillor Berry,  
Seconded by Councillor Brook; and

**RESOLVED:**

**That Councillor Monk be elected Chairman of the Personnel Committee for the municipal year 21/22.**

(Voting figures: 17 for, 1 against, 12 abstentions).

Proposed by Councillor McConville,  
Seconded by Councillor Meade,

That Councillor Keen be elected Vice-Chairman of the Personnel Committee for the municipal year 21/22.

Proposed by Councillor Monk,  
Seconded by Councillor Field;

That Councillor Brook be elected Vice-Chairman of the Personnel Committee for the municipal year 21/22.

**RESOLVED:**

That Councillor Brook be elected Vice-Chairman of the Personnel Committee for the municipal year 21/22.

(Voting figures:

For Councillor Keen 14 for, 16 against, 0 abstentions.

For Councillor Brook: 16 for, 14 against, 0 abstentions).

**6. Delegation of non-executive functions**

The Council's constitution requires that the scheme of delegations be agreed by the Council at its Annual meeting. This report set out the scheme.

Proposed by Councillor Monk,  
Seconded by Councillor Mrs Hollingsbee;

**RESOLVED:**

1. That report A/21/02 be received and noted.
2. That the scheme of delegation set out in the appendix to the report be agreed in so far as it relates to the non-executive functions of the Council.

(Voting figures: 17 for, 2 against, 11 abstentions).

**7. Schedule of meeting dates 2021/22 and 2022/23**

In accordance with the council rules of procedure, part 4.2, paragraph 1.1 of the constitution the Council is required to approve the annual schedule of meetings for the municipal year 2021/2022.

The proposed annual schedule of meetings for 2021/22 is appended to the report, together with the draft provisional schedule for 2022/23.

Proposed by Councillor Monk,  
Seconded by Councillor Mrs Hollingsbee; and

**RESOLVED:**

1. That report A/21/01 be received and noted.
2. That the schedule of meetings for 2021/22 appended to the report as appendix 1, be approved and adopted.
3. That the draft provisional schedules of meetings for 2022/23 appended to the report as appendix 2, be noted.

(Voting figures: 17 for, 13 against, 0 abstentions).

**8. Annual report on policies and strategies adopted by Cabinet and update on urgent decisions 20/21**

The report is the annual report of policies and strategies that have been adopted, by Cabinet, during the 2020/21 municipal year. An addendum had also been circulated to Members setting out the policies and strategies which had been adopted during the 19/20 municipal year.

Proposed by Councillor Monk,  
Seconded by Councillor Mrs Hollingsbee; and

**RESOLVED:**

1. That report A/21/06 be received and noted.
2. That the policies and/or strategies outlined in the report be included in the Policy Framework.

(Voting figures: 30 for, 0 against, 0 abstentions).

**9. Annual report of the Audit and Governance Committee 20/21**

This report summarises the achievements of the Audit and Governance Committee against the terms of reference for the period 1 April 2020 to 31 March 2021 and details the impact that it has made on the overall system of internal control in operation.

Proposed by Councillor P Martin,  
Seconded by Councillor Mrs Berry; and

**RESOLVED:**

**That report A/21/04 be received and noted.**

(Voting figures: 30 for, 0 against, 0 abstentions).

10. **Annual report of the Overview and Scrutiny Committee 20/21 and proposed amendment to the Committee's terms of reference**

The report set out the work that the Overview and Scrutiny Committee and the Finance and Performance Sub-Committee have completed during 2020/2021. The report also sought approval to revise the terms of reference of the Committee, to bring them up to date and reflect the new way of working.

Proposed by Councillor Shoob,  
Seconded by Councillor Keutenius; and

**RESOLVED:**

- 1. That the revised Terms of Reference for the Overview and Scrutiny Committee be approved and adopted.**
- 2. That report A/21/05 be received and noted.**

(Voting figures: 30 for, 0 against, 0 abstentions).

11. **Annual Scrutiny work programme 2021/22**

The report presented recommendations for the work programme for the Overview and Scrutiny Committee for 2021/22.

Proposed by Councillor Shoob,  
Seconded by Councillor Keutenius; and

**RESOLVED:**

- 1. To receive and note report A/21/03 be received and noted.**
- 2. That the annual scrutiny programme for 2021-22 attached to the report be approved.**

(Voting figures: 29 for, 0 against, 1 abstentions).