

Public Document Pack

Annual Council

MINUTES of the Meeting held in The Appleyard, Avenue of Remembrance, Sittingbourne, Kent ME10 4DE on Wednesday, 17 May 2023 from 7.00 pm - 9.03 pm.

PRESENT: Councillors Mike Baldock, Monique Bonney, Andy Booth, Lloyd Bowen, Hayden Brawn, Derek Carnell, Ann Cavanagh, Shelley Cheesman, Roger Clark, Simon Clark (retiring Mayor), Angela Harrison, Tim Gibson, Kieran Golding, Alastair Gould, James Hall, James Hunt, Ken Ingleton, Elliott Jayes, Mark Last, Rich Lehmann, Peter Marchington, Claire Martin, Ben J Martin (Deputy Mayor), Charlie Miller, Lee-Anne Moore, Pete Neal, Tara Noe, Tom Nundy, Chris Palmer, Richard Palmer, Hannah Perkin, Ashley Shiel, Julien Speed, Paul Stephen, Sarah Stephen (Mayor), Terry Thompson, Mark Tucker, Angie Valls, Karen Watson, Dolley White, Mike Whiting, Chris Williams, Tony Winckless and Ashley Wise.

OFFICERS PRESENT: Lisa Fillery, Robin Harris, Kellie MacKenzie, Jo Millard, Larissa Reed and Emma Wiggins.

APOLOGIES: Councillors Lloyd Chapman, Mike Henderson and Carole Jackson.

1 **Emergency Evacuation Procedure**

The retiring Mayor outlined the emergency evacuation procedure.

2 **Declarations of Interest**

No interests were declared.

3 **Minutes**

The Minutes of the Annual Council meeting held on 18 May 2022 (Minute nos. 1 – 11) and the Minutes of the Full Council meeting held on 5 April 2023 (Minute nos. 804 - 813) were taken as read, approved and signed by the Mayor as correct records.

4 **Presentation to Honorary Aldermen**

Councillor Mike Baldock proposed and Councillor Monique Bonney seconded that the following past Members be awarded the title of Honorary Aldermen. In proposing and seconding, they gave a short speech in support:

Nicholas Hampshire, Ken Pugh, David Simmons, Roger Truelove and Ghlin Whelan.

Upon being put to the vote and agreed unanimously, the retiring Mayor presented each Honorary Alderman in attendance with a certificate to reflect this honour along with a past Member certificate.

Mr David Simmons

In paying tribute to Swale Borough Council (SBC) staff throughout his term as a Councillor, Mr Simmons said his time had been mostly enjoyable.

Mr Roger Truelove

Mr Truelove said those currently elected should be proud to speak for the people of Swale and he hoped by the time of the next local elections in 2027, Local Government would have changed. He spoke fondly of his 29 years as Councillor, three of which as Leader, and said it was all worth it.

Mr Ghlin Whelan

Mr Whelan said that of his 21 years as a Councillor, 17 had been in opposition but the last four years in administration had made up for it.

5 Presentation to Past Members

The retiring Mayor presented past Member certificates to Simon Fowle, Denise Knights, Ken Rowles and Tim Valentine.

The retiring Mayor announced that past Member certificates would be posted out to those not in attendance.

6 Appointment of Mayor

The retiring Mayor advised that the decision to appoint a Mayor elect was taken at the Council meeting on 22 February 2023, where it was resolved that Councillor Sarah Stephen be elected Mayor for the civic year 2023 to 24.

Councillor Mike Baldock gave a speech to support the decision to elect Councillor Sarah Stephen as Mayor, and Councillor Monique Bonney spoke to endorse the decision.

The Mayor read and signed her Declaration of Acceptance of Office and was presented with her badge of office and flowers. She announced that Councillor Paul Stephen would be her consort for her Mayoral year.

Resolved:

(1) That the decision made at the Council meeting on 22 February 2023 to elect Councillor Sarah Stephen as Mayor for the Civic Year 2023 to 2024 be endorsed.

7 Forthcoming Mayoral Year

The Mayor invited Reverend Colin Brookes to read a prayer.

In thanking Members for her election, the Mayor set out her plans for her Mayoral year in which she aimed to continue to support charitable organisations and promote networking. She said she wanted to be kept busy and encouraged invitations to attend events. The Mayor said she would be supporting Kent Wildlife Rescue Services and Diversity House.

8 Vote of Thanks to Retiring Mayor

Councillor Baldock proposed and Councillor Bonney seconded a vote of thanks to the retiring Mayor. Councillor Baldock said that the retiring Mayor had chaired meetings and

carried out his civic duties with aplomb and was a credit to Swale. Councillor Bonney thanked the retiring Mayor who she said had been thrilled to serve as Mayor of Swale.

In his response, the retiring Mayor said he had attended over 120 events and chaired nine Full Council and one Extraordinary Council meetings during his term. He outlined the variety of visits he had carried out from opening school buildings, attending carnivals, afternoon teas, carol concerts and a hair and beauty show. He spoke of his sadness of attending funerals of past Mayors and of his honour of leading the proclamation of the new monarch, King Charles III.

In thanking everyone for their donations, the retiring Mayor said £1,442 had been raised for Porchlight and MenTalk. He said the founder of MenTalk was unable to be at the meeting but would be pleased to receive the donation.

The retiring Mayor gave thanks to the new Mayor and Deputy Mayor, and thanked both previous and current serving Councillors, and SBC staff including the Chief Executive and the current and previous Monitoring Officers. He gave particular thanks to the former relief Mayor's Chauffeur Derek Johnson and the current Civic Attendant Chris Lovelock.

Finally, the retiring Mayor thanked his family who he said he hoped would have been proud of his achievements.

9 Election of Deputy Mayor

The Mayor explained that the decision to appoint a Deputy Mayor elect was taken at the Council meeting on 22 February 2023 and whilst it was resolved that Councillor Tim Gibson be elected Deputy Mayor for the civic year 2023/24, Councillor Gibson had since withdrawn from the role. The Mayor asked for nominations for the Deputy Mayor.

In nominating Councillor Ben J Martin, Councillor Baldock referred to Councillor Martin's excellent work in tackling homelessness in the borough, and for his involvement in Faversham Pools. Councillor Baldock said Councillor Martin was a peer member of the Local Government Association. Councillor Chris Williams seconded the nomination, saying he had worked with Councillor Martin at Faversham Town Council and he praised his work in the Faversham community.

There were no other nominations.

On being put to the vote, Members voted in favour of the nomination of Councillor Ben J Martin as Deputy Mayor of Swale.

Councillor Martin read out and signed his Declaration of Acceptance of Office and was presented with his chain of office.

Resolved:

(1) That Councillor Ben J Martin be Deputy Mayor for the civic year 2023/24.

10 Adjournment

The meeting was adjourned at 7.57pm and reconvened at 8.27pm.

11 Pay Award 2023

Councillor Baldock introduced the report which sought to approve the pay award for 2023/24. He said it was largely agreed at the Full Council budget meeting in February 2023, and it was appropriate to reward staff. This was seconded by Councillor Bonney.

The Leader of the Labour Group, Councillor Gibson, offered his full support from the Labour Group.

The Leader of the Conservative Group, Councillor Lloyd Bowen, raised concern that funding was being agreed from a previously zero budget. He said SBC needed to recognise the value of staff and he highlighted the good work they did, going beyond their roles. Councillor Bowen said there must be a clear path for the coming years, and he said his group wanted to work with the administration on this.

The Leaders of the Liberal Democrat Group and the Green Group both spoke in support of the recommendations.

A Member spoke in support, saying that everyone deserved a pay rise whilst another expressed his concern that SBC could be bankrupt by 2025 and something needed to be done.

In accordance with Council Procedure Rule 3.1.19(2), a recorded vote was taken, and voting was as follows:

For: Councillors Baldock, Bonney, Brawn, Carnell, Cavanagh, Cheesman, S Clark, Gibson, Golding, Gould, Hall, Harrison, Jayes, Last, Lehmann, B J Martin, C Martin, Miller, Nundy, C Palmer, R Palmer, Perkin, Shiel, P Stephen, S Stephen, Thompson, Valls, Watson, White, Williams, Winckless and Wise. Total equals 32.

Against: Councillors Booth, Bowen, R Clark, Hunt, Ingleton, Marchington, Moore, Neal, Noe, Speed, Tucker and Whiting. Total equals 12.

Abstain: Total equals none

Resolved:

(1) That the pay award set out in paragraph 2.7 in the report be approved.

(2) That an amount of £100,000 be taken from the budget contingency reserve to cover the shortfall from the budgeted amount.

12 Election of Leader

The Mayor explained the process for the election of Leader.

Councillor Baldock proposed Councillor Gibson as Leader of SBC. This was seconded by Councillor Angela Harrison.

There were no other nominations.

In accordance with Procedure Rule 3.1.19 a recorded vote was taken and voting was as follows:

For: Councillors Baldock, Bonney, Booth, Bowen, Brawn, Carnell, Cavanagh, Cheesman, R Clark, S Clark, Gibson, Golding, Gould, Hall, Harrison, Hunt, Ingleton, Jayes, Last, Lehmann, Marchington, B J Martin, C Martin, Miller, Moore, Neal, Noe, Nundy, C Palmer, R Palmer, Perkin, Shiel, Speed, P Stephen, S Stephen, Thompson, Tucker, Valls, Watson, White, Whiting, Williams, Winckless and Wise. Total equals 44.

Against: Total equals none.

Abstain: Total equals none.

Following his election as Leader, Councillor Gibson said it was an honour and a privilege. He stressed the importance of effective debate and said that petty politics sometimes got in the way.

He said the previous two Leaders before him had strived to make Swale a better place for all and he remained committed to positive change. The Leader said there should be openness and transparency and SBC needed to find ways to support residents who needed Councillors more than ever.

The Leader said that SBC needed to continue to deliver affordable homes and tackle homelessness and provide support to tackle health and inequalities, GP provision and for businesses. He referred to the unique diversity of residents in Swale.

The Leader announced that Councillor Mike Baldock would be Deputy Leader.

The Deputy Leader highlighted the dignity and courtesy that the Leader showed in his time as Chair of the Planning Committee. He referred to the low turn-out of voters in the borough elections and said that trust needed to be re-built. Finally, the Deputy Leader said he looked forward to working with the new Leader.

The Leader of the Liberal Democrat Group congratulated the new Leader and Deputy Leader and expressed her sadness at the low turn-out of voters. She said the Liberal Democrat Group would support the administration when it agreed with them and she looked forward to working in partnership with them.

The Leader of the Green Group offered his support.

Resolved:

(1) That Councillor Gibson be elected as Leader of Swale Borough Council.

13 **Establishment of Committees and their Terms of Reference**

The Leader introduced the report which sought to establish the Committees of the Council for the municipal year 2023/24 and agree their terms of reference.

The Leader proposed the recommendation which was seconded by the Deputy Leader and on being put to the vote, Members agreed the recommendation.

Resolved:

(1) That the Committees of the Council and Terms of Reference, as set out in Appendix I to the report be agreed for the 2023/24 municipal year.

14 Allocation of Committee Seats and Committee Appointments 2023/24

The Leader introduced the report and proposed the recommendations which were seconded by the Deputy Leader.

On being put to the vote, Members agreed the recommendations.

Resolved:

(1) That the political balance calculation as set out in Appendix I be agreed.

(2) That the allocation of seats to Committees, in accordance with the wishes of Group Leaders, as set out in Appendix I to these minutes, be agreed.

(3) That Group's nominations for Swale's membership of the Joint Transportation Board as set out in Appendix II to these minutes be agreed.

15 Borough Council Nominations to Outside Bodies and Trusts Administered by Swale Borough Council and Statutory Bodies

The Mayor explained the voting procedure in respect of those outside bodies that had more nominations than seats:

- Citizens Advice Services, Swale;
- Faversham Pools;
- Kent Down AONB Joint Advisory Committee;
- Lower Medway Internal Drainage Board (LMIDB);
- Optivo; and
- Sheppey Matters.

The Leader introduced the report which set out the nominations received to Outside Bodies and Trusts administered by SBC and statutory bodies. He proposed the recommendations which were seconded by the Deputy Leader.

During the discussion, Councillor Perkin withdrew from being nominated on Citizens Advice Services Swale, Councillor Lehmann withdrew from being nominated on Faversham Pools, Councillors Bonney and Williams withdrew from being nominated on Kent Downs AONB Joint Advisory Committee, Councillor Bonney withdrew from being nominated on LMIDB and Councillor Whiting withdrew from being nominated on Sheppey Matters.

Upon being put to the vote, the Mayor announced the results. The complete list of outside body appointments are attached as Appendix III to these Minutes.

Resolved:

(1) That the Borough Council representation on outside bodies, trusts administered by SBC and statutory bodies be as set out in Appendix III to these minutes.

16 Timetable of Meetings

The Leader introduced the report and proposed the recommendation which was seconded by the Deputy Leader.

Resolved:

(1) That the timetable of meetings for the 2023/24 municipal year be noted

Mayor

Copies of this document are available on the Council website <http://www.swale.gov.uk/dso/>. If you would like hard copies or alternative versions (i.e. large print, audio, different language) we will do our best to accommodate your request please contact Swale Borough Council at Swale House, East Street, Sittingbourne, Kent, ME10 3HT or telephone the Customer Service Centre 01795 417850.

All minutes are draft until agreed at the next meeting of the Committee/Panel

This page is intentionally left blank

MEMBERSHIP OF COUNCIL COMMITTEES

Service Committees

Policy and Resources Committee

Membership = 15 Quorum = 5

Conservative (4)	Lloyd Bowen James Hunt Julien Speed Mike Whiting
Labour (5)	Tim Gibson (C) Angela Harrison Mark Last Dolley White Ashley Wise
The Swale Independents Alliance (4)	Mike Baldock (VC) Monique Bonney Derek Carnell Richard Palmer
Liberal Democrats (1)	Mike Henderson
Green Party (1)	Rich Lehmann

Community Committee

Membership = 15 Quorum = 5

Conservative (4)	Lee-Anne Moore Pete Neal Tara Noe Mark Tucker
Labour (4)	Shelley Cheesman Mark Last Ashley Shiel Tony Winckless
The Swale Independents Alliance (4)	Lloyd Chapman Elliott Jayes (VC) Tom Nundy Richard Palmer (C)
Liberal Democrats (2)	Claire Martin Hannah Perkin
Green Party (1)	Terry Thompson

Environment Committee

Membership = 15 Quorum = 5

Conservative (4)	Roger Clark Pete Neal Julien Speed
------------------	--

	Mike Whiting
Labour (5)	Carole Jackson Charlie Miller Ashley Shiel Angie Valls Dolley White (VC)
The Swale Independents Alliance (3)	Chris Palmer Paul Stephen Sarah Stephen
Liberal Democrats (2)	Mike Henderson Chris Williams
Green Party (1)	Rich Lehmann (C)

Housing and Health Committee

The Swale Rainbow Homes Shareholder Representation Sub-Committee to be formed from within the Housing and Health Committee membership.

Membership = 15 Quorum = 5

Conservative (3)	Ken Ingleton Peter Marchington Pete Neal
Labour (5)	Hayden Brawn Kieran Golding Angela Harrison (C) Angie Valls Karen Watson (VC)
The Swale Independents Alliance (4)	Ann Cavanagh Lloyd Chapman Tom Nundy Chris Palmer
Liberal Democrats (2)	Ben Martin Hannah Perkin
Green Party (1)	Alastair Gould

Regeneration and Property Committee

Membership = 15 Quorum = 5

Conservative (4)	Roger Clark Peter Marchington Mark Tucker Mike Whiting
Labour (5)	Hayden Brawn Shelley Cheesman Simon Clark Mark Last Ashley Wise
The Swale Independents Alliance (4)	Monique Bonney (C) Ann Cavanagh James Hall Sarah Stephen (VC)

Liberal Democrats (1)	Chris Williams
Green Party (1)	Terry Thompson

Subcommittees and Working Groups

Member Development Working Group

Conservative	Ken Ingleton
Labour	
The Swale Independents Alliance	
Liberal Democrats	
Green Party	

Planning and Transportation Policy

Membership = 15 Quorum = 5

Membership to be agreed at Policy and Resources.

Regulatory Committees

Licensing Committee

Membership = 15 Quorum = 5

Licensing Act Sub-Committee and General Licensing Sub-Committee membership to be formed from within the Licensing Committee membership.

Conservative (4)	Roger Clark Lee-Anne Moore Tara Noe Mike Whiting
Labour (5)	Simon Clark Carole Jackson Mark Last Angie Valls Tony Winckless (VC)
The Swale Independents Alliance (4)	Derek Carnell (C) Tom Nundy Chris Palmer Paul Stephen
Liberal Democrats (1)	Ben Martin
Green Party (1)	Rich Lehmann

Planning Committee

Membership = 17 Quorum = 6

Conservative (4)	Andy Booth James Hunt Peter Marchington Julien Speed
Labour (6)	Simon Clark Kieran Golding Charlie Miller Angie Valls Karen Watson Tony Winckless
The Swale Independents Alliance (4)	Mike Baldock (C) James Hall Elliott Jayes (VC) Paul Stephen
Liberal Democrats (2)	Mike Henderson Claire Martin
Green Party (1)	Terry Thompson

Other Committees

Audit Committee

Membership = 9 Quorum = 3

Conservative (2)	Andy Booth Tara Noe
Labour (3)	Simon Clark (C) Angela Harrison Dolley White
The Swale Independents Alliance (2)	Derek Carnell (VC) Richard Palmer
Liberal Democrats (1)	Mike Henderson
Green Party (1)	Rich Lehmann

Standards Committee

Membership = 11 Quorum = 3

Kent Association of Local Councils non-voting/co-opted representatives TBC after KALC annual meeting.

Standards Hearing Panel 3 members to be formed from within Standards Committee membership.

Conservative (3)	James Hunt Ken Ingleton Pete Neal
Labour (4)	Mark Last Charlie Miller

	Tony Winckless Ashley Wise (C)
The Swale Independents Alliance (3)	Monique Bonney (VC) Elliott Jayes Richard Palmer
Liberal Democrats (1)	Hannah Perkin

Urgent Decisions Committee

Membership = 7 Quorum = 3

To include the Group Leaders subject to political balance rules.

Conservative (2)	Lloyd Bowen James Hunt
Labour (2)	Tim Gibson (C) Angela Harrison
The Swale Independents Alliance (2)	Mike Baldock (VC) Elliott Jayes
Liberal Democrats (1)	Hannah Perkin
Green Party (0)	

Area Committees

Eastern Area Committee

Membership = 12 Quorum = 4

Abbey	Hannah Perkin (C) Chris Williams (VC)
Boughton and Courtenay	Richard Lehmann Alastair Gould
East Downs	Terry Thompson
Priory	Michael Henderson
St Ann's	Carole Jackson Kieran Golding
Teynham and Lynsted	Lloyd Bowen Julien Speed
Watling	Ben Martin Claire Martin

Sheppey Area Committee

Membership = 14 Quorum = 5

Minster Cliffs	Tom Nundy Andy Booth Ken Ingleton (C)
Queenborough and Halfway	Ashley Shiel Peter Marchington Mike Whiting
Sheerness	Hayden Brawn Angela Harrison

	Dolley White
Sheppey Central	Elliott Jayes Peter Neal Mark Tucker (VC)
Sheppey East	Tara Noe Lee-Anne Moore

Sittingbourne Area Committee

Membership = 11 Quorum = 3

Chalkwell	Charlie Miller
Homewood	Shelley Cheesman Simon Clark
Kemsley	Derek Carnell (VC) Ashley Wise
Milton Regis	Angelica Valls Tony Winckless
Murston	James Hall Mark Last (C)
Roman	Tim Gibson Karen Watson

Western Area Committee

Membership = 10 Quorum = 3

Bobbing, Iwade and Lower Halstow	Lloyd Chapman Roger Clark
Borden and Grove Park	Mike Baldock Ann Cavanagh (VC)
Hartlip, Newington and Upchurch	Chris Palmer Richard Palmer
The Meads	James Hunt
Woodstock	Paul Stephen (C) Sarah Stephen
West Downs	Monique Bonney

Swale Joint Transportation Board

Membership = 17 (7 from SBC) Quorum = 5 (2 from each Council and 1 Parish representative)

Chairman and Vice-Chairman to be elected at first meeting (Chairman and Vice-Chairman to rotate annually between SBC and KCC).

Kent County Councillors (7): Mike Baldock, Andy Booth, Mike Dendor, Antony Hook, Rich Lehman, Mike Whiting and John Wright.

Kent Association of Local Councils representative (3 (one from each area)): TBC after KALC annual meeting in June 2023.

Nominations for 2023/24
Simon Clark
Alastair Gould
James Hall
Angela Harrison
Elliott Jayes
Paul Stephen
Karen Watson

This page is intentionally left blank

Organisation	Nominations for 2022/23	Nominations for 2023/24
Action with Communities in Rural Kent	Cllr Monique Bonney (to 2023) Cllr Ken Ingleton (to 2023) Cllr David Simmons (to 2023)	Nomination not required – group has disbanded
Bensted's Charity	Cllr Ben J. Martin (to 2023) Cllr Hannah Perkin (to 2025) Cllr Julian Saunders (to 2023) Cllr Eddie Thomas (to 2026) Cllr Tim Valentine (to 2025)	Kieran Golding Ben Martin
Charity of Sir William Stede	Cllr Steve Davey (to 2023) Cllr Ghlin Whelan (to 2023) Cllr Tony Winckless (to 2023)	Charlie Miller Angie Valls Tony Winckless
Citizens Advice Service, Swale	Cllr Tim Gibson (to 2023) Cllr Hannah Perkin (to 2023) Cllr Paul Stephen (to 2023)	Kieran Golding Elliott Jayes Pete Neal
Council for Voluntary Services	Cllr Lee McCall (to 2023) Cllr Ken Rowles (to 2023) Cllr Sarah Stephen (to 2023)	Simon Clark Paul Stephen Sarah Stephen
Faversham Swimming Pool Management Committee	Cllr Tim Valentine (to 31 January 2024)	Claire Martin
Kent Downs and Marshes Local Action Group (LAG)	Cllr Tim Valentine (to 2023)	Nomination not required – group has disbanded
Kent Downs AONB Joint Advisory Committee	Cllr David Simmons (to 2023)	Terry Thompson
Kent Health and Wellbeing Board	Cllr Angela Harrison (to 2023)	Angela Harrison
Lower Medway Internal Drainage Board	Cllr Monique Bonney (to 2023) Cllr Derek Carnell (to 2023) Cllr Ken Ingleton (to 2023) Cllr Peter Marchington (to 2023) Cllr Richard Palmer (to 2023) Cllr Ken Rowles (to 2023)	Derek Carnell Richard Palmer Peter Marchington Terry Thompson Dolley Jean White Tony Winckless
Medway Maritime Hospital	Cllr Angela Harrison (2022 - 2025) (2 terms of 3 years)	Cllr Angela Harrison (to 2025)
Oare Gunpowder Works Advisory Group	Cllr Ann Hampshire (to 2023) Cllr Eddie Thomas (to 2023) Cllr Mike Whiting (to 2023)	Rich Lehmann Julien Speed Ashley Wise
Optivo Kent General Panel	Cllr Ghlin Whelan (to 2023)	Karen Watson
Pathfinder Dementia Group	New this year*	

Outside Bodies Nominations for 2023/24 – nominations made by Council

PATROL Adjudication Joint Committee (Parking and Traffic Regulations Outside London Adjudication Joint Committee)	Cllr Richard Palmer (to 2023) Cllr Elliott Jayes (to 2023)	Richard Palmer
Police and Crime Panel	Cllr Richard Palmer (to 2023)	Richard Palmer
Sheppey Matters	Cllr Elliott Jayes (to 2023)	Elliott Jayes
South East England Councils	Cllr Mike Baldock (to 2023) Cllr Monique Bonney (to 2023)	Mike Baldock Tim Gibson
Swale District Partnership Conservation	Cllr Angela Harrison (to 2023)	Angela Harrison
The Meads Woodland Group	New this year*	
United Charities of Milton Regis	Cllr Steve Davey (to 2023) Cllr Tony Winckless (to 2023) Cllr Derek Carnell (to 2023) Cllr Ghlin Whelan (to 2023)	Derek Carnell Charlie Miller Angie Valls Tony Winckless
West Faversham Community Association	Cllr Carole Jackson (to 2023)	Carole Jackson

*The group is not yet fully established and so any nominations will be made once it is established.