

## **Ashford Borough Council: Selection and Constitutional Review Committee**

Minutes of a Virtual Meeting of the Selection and Constitutional Review Committee held on Microsoft Teams on the **26<sup>th</sup> April 2021**.

### **Present:**

Cllr. Clarkson (Chairman);  
Cllr. Bartlett (Vice-Chairman);

Cllrs. Chilton, Clokie, Farrell, Feacey, Harman, Hayward, Howard-Smith, Ovenden, Wright.

### **Apologies:**

Cllr. Barrett.

### **Also Present:**

Cllrs. Burgess, Forest, B Heyes, Ledger, Wedgbury.

### **In Attendance:**

Principal Solicitor (Strategic Development), Member Services Manager.

## **310 Minutes**

### **Resolved:**

**That the Minutes of the Meeting of this Committee held on the 19<sup>th</sup> November 2020 be approved and confirmed as a correct record.**

## **311 Background and Principles of Political Balance and Administrative Structure and Changes to Committee Membership**

The Member Services Manager introduced the report. He explained that this report would normally consider the political balance for the Authority for the ensuing Municipal Year and consider a number of other constitutional matters to be recommended to the Annual Meeting of the Council. However this year, this meeting and the Annual Meeting would take place before the result of the by-election for the vacant Beaver Ward seat was known. The report therefore detailed the various scenarios, with a recommendation that the Council delegate to the Solicitor to the Council and Monitoring Officer, in consultation with Group Leaders, adoption of the applicable political balance following the by-election, as well as the allocation of Members to Committees in accordance with the wishes expressed by Group Leaders.

The Chairman advised that he understood Group Leaders were content to hold off from making any major changes until after the by-election and what was in front of the Committee did still allow the Groups to make any changes they wanted to at a later date. The Member Services Manager advised that when agreed, probably in mid-May, he would circulate a definitive list of Committee make-up to all Members.

The Chairman also mentioned that he had made some immediate changes to his Cabinet Portfolios, namely that the Deputy Leader Portfolio would take on responsibility for the new Port Health function and accordingly Legal and Democracy would switch to his Leader Portfolio. This would be confirmed at the Full Council AGM the following week.

**Recommended:**

- That**
- (i) the Council note the various scenarios depending on the outcome of the upcoming by-election, and authorise the Solicitor to the Council and Monitoring Officer to approve the relevant scenario according to the outcome of the by-election, in consultation with, and in accordance with, the wishes expressed by Group Leaders.**
  - (ii) the Council agree that the requirements of the Political Balance Regulations be not applied to the Membership of the Joint Transportation Board, Appeals Panels, Standards Committees and the Sub-Committees of the Licensing and Regulatory Committees established under the Licensing Act 2003 and the Gambling Act 2005.**
  - (iii) the following Committees be constituted for the Municipal Year as detailed in Part 3 of the Constitution:**
    - Appeals**
    - Appointments**
    - Audit**
    - Investigation and Disciplinary**
    - Joint Arrangements – Joint Transportation Board**
    - Licensing**
    - Overview and Scrutiny**
    - Planning**
    - Regulatory**
    - Selection and Constitutional Review**
    - Standards**
  - (iv) Committee membership be delegated to the Solicitor to the Council and Monitoring Officer, in consultation with Group Leaders, in accordance with the wishes expressed by them.**
  - (v) the following Members be appointed as Chairmen/Vice-Chairmen of Committees for the Municipal Year 2021/22: -**
    - Appeals – Not applicable**
    - Appointments – Cllr Clarkson/Cllr Pickering**

**Audit – Cllr Krause/Cllr Buchanan**  
**Investigation and Disciplinary – Not applicable**  
**Joint Arrangements – Joint Transportation Board – Cllr Bernard Heyes/KCC Member**  
**Licensing – Cllr Webb/Cllr Krause**  
**Overview and Scrutiny – Cllr Chilton/Cllr Ovenden**  
**Planning – Cllr Burgess/Cllr Blanford**  
**Regulatory – Cllr Webb/Cllr Krause**  
**Selection and Constitutional Review – Cllr Clarkson/Cllr Bartlett**  
**Standards – Cllr Mrs Bell/Cllr Shorter**

*(N.B. Subject to clarification and change at Full Council).*

## **312 Representatives on Outside Bodies/Organisations**

The report gave details of those organisations or outside bodies to which the Council appointed or nominated representatives, and the names of the Members of the Council who currently served in this capacity. Details of attendance by the Council's appointed representatives at meetings of the organisations during the past year (where known) and retirement dates were also shown.

### **Resolved:**

**That the names of the persons to be appointed or nominated as Members or Substitute Members (as the case may be) to the organisations listed in Appendix A to these Minutes be agreed.**

## **313 Annual Meeting – Order of Proceedings**

The Committee considered the Order of Proceedings for the Annual Meeting of the Council including the movers and seconders of the Mayor, Deputy Mayor and the vote of thanks to the Retiring Mayor.

### **Resolved:**

**That the Solicitor to the Council and Monitoring Officer prepare the Order of Proceedings for the Annual Meeting of the Council on the basis of the advice of this Committee.**

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ASHFORD BOROUGH COUNCIL

APPOINTMENT/NOMINATION TO OUTSIDE BODIES/ORGANISATIONS

**Appendix 1  
Liaison Member Appointments**

The following Liaison Member appointments are made to the following charities.

*(NB: as a Liaison Member, Councillors will attend board or committee meetings with the permission of the board or committee, but are not able to vote on any decisions and will not be registered at the Charity Commission or Companies House as a director or trustee. Liaison Members are still be able to bring their invaluable experience and contacts, both within the Council and within the community, to the benefit of the organisation, and act as a bridge between the organisation and the Council, but are not hampered by possible conflicts of interest.)*

<b>Name of Organisation</b>	<b>New Representative for 2021/22</b>
Action with Communities in Rural Kent	<b>Cllr Burgess</b>
Ashford Volunteer Centre	<b>Cllr Feacey</b>
Sandyacres Trust	<b>Cllr Krause</b>
Singleton Spaces Trust	<b>Cllr Barrett</b>
Tenterden Leisure Trust	<b>Cllr Walder</b>
Willesborough Windmill Trust	<b>Cllr Wright</b>
Wye Rural Museum Trust	<b>Cllr Howard</b>

**Appendix 2  
Trustee Appointments**

The following Trustee appointments are made to the following charities.

<b>Name of Organisation</b>	<b>New Representative for 2021/22</b>
Ashford Almshouses and Parochial Charities	<b>Cllr B Heyes Cllr Krause Cllr L Suddards Revd. Richard Bellamy</b>
Kennington Parochial Charities	<b>Cllr Buchanan Cllr Iliffe</b>
Chilmington Management Organisation	<b>Cllr Shorter (Delegated authority to Director of Law &amp; Governance to appoint a replacement if required – Cllr Blanford) Mr Ben Lockwood</b>

St Mary's Arts Trust	Cllr Smith
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### Appendix 3 Representative Appointments to Committees of Outside Bodies

The following Representative appointments are made to the following committees of outside bodies.

<b>Name of Organisation</b>	<b>New Representative for 2021/22</b>
Ashford Community Safety Partnership	<b>Portfolio Holder for Community Safety and Wellbeing</b>
Ashford Health and Wellbeing Partnership	<b>Portfolio Holder for Community Safety and Wellbeing</b>
Ashford Mediation Service	<b>Cllr Krause</b>
Ashford Museum Committee	<b>Cllr Smith</b>
Ashford Street Pastors Management Committee	<b>Cllr Hayward</b>
Ashford Youth Trust	<b>Cllr Anckorn Cllr Pauley</b>
Citizens' Advice Bureau Ashford Branch Management Committee	<b>Cllr Clokie Cllr Feacey</b>
Dungeness Power Station Site Stakeholder Group	<b>Cllr Burgess</b>
Headcorn Aerodrome Consultative Committee	<b>Member for Weald North Ward</b>
High Weald (AONB) Joint Advisory Group	<b>Cllr Pickering</b>
Home-Start, Ashford: Management Committee	<b>Cllr Webb</b>
Kent Downs (AONB) Joint Advisory Committee	<b>Cllr Blanford</b>
Kent & Medway Police & Crime Panel	<b>Cllr Feacey</b>
Kent Downs and Marshes Leader Project	<b>Cllr Burgess</b>
Kent Flood Risk Management Committee	<b>Cllr Blanford</b>
Kent Invicta Chamber – Ashford Economic Development Group	<b>Cllr Clokie</b>
Marshlink Steering Group	<b>Cllr Burgess</b>
River Stour Internal Drainage Board	<b>Cllr Burgess Cllr Ledger Cllr Ovenden Cllr Smith Cllr Sparks</b>
Romney Marsh Partnership	<b>Cllr Burgess</b>
Romney Marshes Area Internal Drainage Board	<b>Cllr Burgess</b>

South East Local Enterprise Partnership	<b>Cllr Clarkson</b>
SWAN Site Management Committee	<b>Cllr Smith</b>
Tenterden Folk Day Trust	<b>Cllr Link</b>
Tenterden Town Council – Tourism & Business Committee	<b>Portfolio Holder for Culture, Tourism and Leisure</b>

#### **OTHER COUNCILLOR APPOINTMENTS FOR INFORMATION**

<b>Councillor</b>	<b>Organisation</b>
KCC Superannuation Fund Committee	Cllr Clokie (Conservative Rep for Kent Districts)

#### **MEMBER CHAMPIONS**

<b>TOPIC</b>	<b>NEW REPRESENTATIVE/NOMINEE</b>
Military Covenant & Ceremonial Liaison	Cllr Dehnel
Safeguarding	Cllr Feacey
Twinning	Cllr Forest