



**CANNOCK CHASE COUNCIL**

**ANNUAL COUNCIL MEETING**

**WEDNESDAY, 29 MAY, 2019 AT 4:00 P.M.**

**COUNCIL CHAMBER, CIVIC CENTRE, BEECROFT ROAD, CANNOCK**

Notice is hereby given of the above mentioned meeting of the Council, which you are summoned to attend for the purpose of transacting the business set out on the attached Agenda.

Prior to the commencement of the formal business the following will take place:

- Outgoing Chairman's Remarks, including presentation of Charity cheques.
- Youth Endeavour Award presentation.

Following the conclusion of the meeting, photographs will be taken of the new Chairman etc.



# **A G E N D A**

## **PART 1**

**1. Apologies**

**2. Declarations of Interests of Members in Contracts and Other Matters and Restriction on Voting by Members**

To declare any interests in accordance with the Code of Conduct.

Members should refer to the guidance included as part of this agenda.

**3. Election of Chairman of the Council**

To elect a Chairman of the Council for the municipal year 2019-20.

**4. Election of Vice-Chairman of the Council**

To elect a Vice-Chairman of the Council for the municipal year 2019-20.

**5. Minutes**

To confirm the Minutes of the meeting of the Council held on 17 April, 2019, Minute Nos. 89 – 98; and Page Nos. 49 – 52.

**6. The Chairman's Announcements and Correspondence**

**7. The Leader's Announcements and Correspondence**

**8. Form and Composition of the Cabinet**

To receive notification from the Leader of the Council of the number and identity of Cabinet Members and their portfolios (Item 8 – TO FOLLOW).

**9. Leader of the Opposition**

To receive confirmation of acceptance of office from the Leader of the Opposition.

**10. Form and Composition of the Shadow Cabinet**

To receive notification from the Leader of the Opposition of the number and identity of Shadow Cabinet Members and their shadow portfolios (Item 10 – TO FOLLOW).

**11. Allocation of Seats to Committees and Other Bodies**

Report of the Managing Director (Item 11.1 – 11.4).

**12. Appointment of Members, Chairmen and Vice-Chairmen to the Council's Committees, Sub-Committees and Other Bodies 2019-20**

Council is requested to consider:

- (i) The appointment of Chairmen and Vice-Chairmen to Committees, Sub-Committees and Other Bodies, provided that advance notification of any Political Group's proposed Chairmen, Vice-Chairmen and membership has been circulated by the Proper Officer to all Members at least 24 hours prior to the Annual Meeting;
- (ii) The appointment of Councillors to Committees as proposed by each of the Group Leaders.

(A schedule setting out the proposed Committees memberships together with the nominations for Committees Chairmen and Vice-Chairmen will be circulated to all Members at least 24 hours before the Annual Council meeting).

**13. Indemnities to Members and Officers**

Report of the Monitoring Officer (Item 13.1 – 13.6).

**14. Representatives on Outside Bodies 2019-20**

Report of the Managing Director (Item 14.1 – 14.4).

(A schedule setting out the proposed nominations to seats on Outside Bodies will be circulated to all Members at the Annual Council meeting).

**15. Recommendations Referred from Cabinet, Committees etc.**

To consider the following recommendation to Council agreed by the Planning Control Committee at its meeting held on 15 May, 2019, in respect of:

Proposed Amendment to the Local Protocol for Planning Decision Making for Officers to Request Site Visits on Planning Applications, Tree Preservation Orders and Enforcement Cases (Draft Minute No. 160)

"That Council be recommended to amend the Local Protocol for Planning Decision Making as follows:-

7.8 Inspections can be made to sites which are the subject of planning applications, TPOs or enforcement cases in the following circumstances:

- (i) When Officers recommend an inspection in advance of producing a report so that it the Chairman, or in their absence, the Vice-Chairman of the Committee agrees the inspection can take place on the day the Committee meets to consider the report on the application."

*A copy of the accompanying report can be viewed via the following link:*

[www.cannockchasedc.gov.uk/council/meetings/agendas-reports-minutes/112/2019-05-15](http://www.cannockchasedc.gov.uk/council/meetings/agendas-reports-minutes/112/2019-05-15)

**16. Appointment of Interim Monitoring Officer**

Report of the Leader of the Council (Item 16.1 –16.2).

A handwritten signature in black ink, appearing to read 'Tony McGovern', with a stylized flourish at the end.

T. McGovern,  
Managing Director

20 May, 2019



## **GUIDANCE ON DECLARING PERSONAL, PECUNIARY AND DISCLOSABLE PECUNIARY INTERESTS AT MEETINGS**

### **DEFINITION OF WHAT IS A PERSONAL, PECUNIARY AND DISCLOSABLE PECUNIARY INTEREST**

**A PERSONAL INTEREST** is one where your well-being or financial position, or those of a member of your family or any person with whom you have a close association would be affected to a greater extent than the majority of Council Tax payers, ratepayers, or inhabitants of the electoral ward(s) affected by the decision. You automatically have a personal interest if you have given notice in the Register of Members' Interests, e.g. if you are appointed to an outside body by the Council.

**A PECUNIARY INTEREST** is a personal interest where the matter:

- a) affects your financial position or that of a member of your family or any person with whom you have a close association or a body in which you have registered in the Register of Members Interests or
- b) relates to the determining of any consent, licence, permission or registration in relation to you or any person with whom you have a close association or a body in which you have registered in the Register of Members Interests

and, in either case, where a member of the public knowing the facts would reasonably regard the interest as so significant it is likely to affect your judgement of the public interest

**A DISCLOSABLE PECUNIARY INTEREST** is an interest of yourself or your partner (which means spouse or civil partner, a person with whom you are living as husband or wife, or a person with whom you are living as if you are civil partners) in respect of employment, office, trade, profession or vocation carried out for profit or gain; sponsorship; contracts; land; licences; corporate tenancies; or securities, as defined with the Localism Act, 2011.

### **PLEASE MAKE IT CLEAR WHETHER IT IS A PERSONAL, PECUNIARY OR DISCLOSABLE PECUNIARY INTEREST.**

It would be helpful if, prior to the commencement of the meeting, Members informed the Monitoring Officer of any declarations of interest, of which you are aware. This will help in the recording of the declarations in the Minutes of the meeting.

### **DECLARING INTERESTS AT FULL COUNCIL**

The Code of Conduct requires that personal interests where you have a personal interest in any business of the Council, and where you are aware or ought reasonably to be aware of the existence of the personal interest, and you attend a meeting of the Council at which the business is considered, you must disclose to that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent.

Some items will be mentioned in the papers for full Council but are not actually being considered by Full Council. In such circumstances the Monitoring Officer's advice to Members is that there is no need to declare an interest unless the particular matter is mentioned or discussed. As a general rule, Members only need to declare an interest at full Council in the following circumstances:

- Where a matter is before the Council for a decision and / or
- Where the matter in which the Member has an interest is specifically mentioned or discussed at the Council meeting.