

# Annual Council Agenda



**To: All Members of the Reigate and Banstead Borough Council**

Councillor, The forty seventh Annual Council Meeting of the Borough of Reigate and Banstead will be held as a remote virtual meeting on **THURSDAY, 28 MAY 2020 at 7.00 pm** to which you are summoned to participate.



John Jory  
Chief Executive  
22 May 2020



This meeting will be the first Annual meeting of the Council to be held remotely using Webex. Members will be provided with the details of how to connect to the meeting on 27 May 2020.



Members of the public may observe the proceedings live on the Council's [YouTube](#) channel from 19:00.



Please note that if the business of the meeting has not concluded by 19:50, the Mayor will call an adjournment for 15 minutes in order for Members to participate in the Clap for Carers, should they so wish.

Printed and despatched on behalf of the Chief Executive by Democratic Services

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**1. Minutes**

(Pages 5 - 8)

To agree the Minutes of the meeting of the Council held on 13 February 2020.

**2. Apologies for Absence**

To receive any apologies for absence.

**3. Declarations of Interest**

To receive any declarations of interest.

**4. Constitution of an Audit Committee**

To constitute an Audit Committee of 9 Members, Politically Balanced.

**5. Constitution and Membership of Ordinary Committees 2020/21**

To constitute and receive the nominations of Group Leaders for Membership of those Committees subject to Political Balance.

**6. Constitution and Membership of Other Committees and Groups**

To constitute and receive the nominations of Group Leaders for Membership of those Committees and Groups that are not subject to Political Balance, but are formed by convention in accordance with the principle of political balance.

**7. Appointment of one Member to the Surrey Police and Crime Panel Joint Committee 2020/21**

**8. Revised Calendar of Meetings 2020/21**

To receive and approve the Revised Calendar of Meetings for 2020/21.

## **9. Council Procedure Rule 4.5**

To note two decisions made pursuant to Council Procedure Rule 4.5.

- a) Modifications, and mitigations required to enable the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (the Regulations).  
[Decision of 22 April 2020.](#)
- b) Treasury Management Strategy 2020/21  
[Decision of 1 May 2020.](#)

## **10. Urgent Business**

To consider any urgent business.

## **11. Vote of Thanks to Council Employees**

The Leader of the Council to move a Vote of Thanks to Council Employees.

## **12. Leader's Announcements**

To receive any announcements by the Leader of the Council.

## **13. Mayor's Announcements**

- To receive any announcements from the Mayor.
- To receive the retiring Mayor's reflections on the Mayoral year 2019/20.

## **14. Election of the Mayor of the Borough of Reigate and Banstead for 2020/21**

To elect a Mayor for the Municipal Year 2020/21.

## **15. Election of Deputy Mayor**

To elect a Deputy Mayor for the Municipal Year 2020/21.



### **Our meetings**

As we would all appreciate, our meetings will be conducted in a spirit of mutual respect and trust, working together for the benefit of our Community and the Council, and in accordance with our Member Code of Conduct. Courtesy will be shown to all those taking part.



### **Webcasting of meetings**

This meeting will be streamed live on the Council's YouTube channel. In attending any meeting, you are recognising that you may be filmed and consent to the webcast being broadcast online, and available for others to view.



### **Accessibility**

The Council's agenda and minutes are provided in English. However, the Council also embraces its duty to anticipate the need to provide documents in different formats, such as audio, large print or in other languages. The Council will provide such formats where a need is identified prior to publication or on request.

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Council  
13 February 2020

Minutes

## **BOROUGH OF REIGATE AND BANSTEAD**

### **COUNCIL**

Minutes of a meeting of the Council held at the New Council Chamber - Town Hall, Reigate on 13 February 2020 at 7.30 pm.

Present: Councillors K. Foreman (Mayor), R. Absalom (Deputy Mayor), M. A. Brunt (Leader), T. Schofield (Deputy Leader), G. Adamson, D. Allcard, T. Archer, R. H. Ashford, R. Biggs, M. S. Blacker, N. J. Bramhall, J. S. Bray, H. Brown, G. Buttironi, J. C. S. Essex, R. J. Feeney, S. L. Fenton, P. Harp, R. Harper, N. D. Harrison, A. C. J. Horwood, J. Hudson, E. Humphreys, F. Kelly, S. A. Kulka, J. P. King, V. H. Lewanski, A. M. Lynch, S. McKenna, R. Michalowski, N. C. Moses, S. Parnall, J. Paul, R. Ritter, D. A. Ross, K. Sachdeva, S. Sinden, C. Stevens, S. T. Walsh and C. T. H. Whinney.

#### **74. MINUTES**

**RESOLVED** that the Minutes of the meeting of Council held on 16 January 2020 be approved as a correct record and signed.

#### **75. APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Councillors Philpott and Turner.

#### **76. DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### **77. URGENT BUSINESS**

There was none.

#### **78. PUBLIC QUESTIONS**

There were none.

#### **79. QUESTIONS BY MEMBERS**

Seven questions on Notice were asked, and responses given, in accordance with Council Procedure Rule 2.15.

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Number	Question by	Answered by	Subject
1	Councillor Kulka	Councillor Bramhall, Executive Member for Neighbourhood Services	Litter
2	Councillor Brown	Councillor Biggs, Executive Member for Planning Policy	Horse Hill
3	Councillor McKenna	Councillor Bramhall, Executive Member for Neighbourhood Services	Air Pollution
4	Councillor Fenton	Councillor Ashford, Executive Member for Community Partnerships	Arts Funding
5	Councillor Sinden	Councillor Bramhall, Executive Member for Neighbourhood Services	Recycling
6	Councillor Essex	Councillor Bramhall, Executive Member for Neighbourhood Services	Tree Planting
7	Councillor Blacker	Councillor Humphreys, Executive Member for Place and Economic Prosperity	Reigate Post Office

**Note:** For more information on responses to Council questions, please see this page on the Council's website.

<https://reigate-banstead.moderngov.co.uk/ecCatDisplay.aspx?sch=doc&cat=13453>

## 80. RECOMMENDATIONS

The Council received three Recommendations arising from the Executive meeting on 30 January 2020. Consideration of Minute 84 (Budget 2020/21 and Capital Programme 2020 to 2025) and Minute 85 (Council Tax Setting 2020/21) were dealt with in accordance with a procedure note that had been prepared and circulated to

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all Members (prior to the meeting) in accordance with Council Procedure Rule 2.8.4.

For Recommendation (i) of Minute 84 (Budget 2020/21 and Capital Programme 2020 to 2025) voting was recorded in accordance with Council Procedure Rule 2.21.3 as follows:

For: Councillors Absalom, Allcard, Archer, Ashford, Biggs, Blacker, Bramhall, Brunt, Buttironi, Foreman, Horwood, Hudson, Humphreys, Kelly, King, Kulka, Lewanski, Lynch, Michalowski, Moses, Parnall, Paul, Ross, Sachdeva, Schofield, Stevens and Walsh. (27)

Against: Councillors Adamson, Bray, Brown, Essex, Feeney, Fenton, Harper, Harrison, McKenna, Ritter and Whinney. (11)

Abstain: Councillors Harp and Sinden. (2)

On Minute 85 (Council Tax Setting 2020/21) the Mayor drew attention to the revised Annex in support of the recommendations from the Executive. For Recommendations (1) to (7) of Minute 85 (Council Tax Setting 2020/21) voting was recorded in accordance with Council Procedure Rule 2.21.3 as follows:

For: Councillors Absalom, Adamson, Allcard, Archer, Ashford, Biggs, Blacker, Bramhall, Bray, Brown, Brunt, Buttironi, Essex, Feeney, Fenton, Foreman, Harp, Harper, Harrison, Horwood, Hudson, Humphreys, Kelly, King, Kulka, Lewanski, Lynch, McKenna, Michalowski, Moses, Parnall, Paul, Ritter, Ross, Sachdeva, Schofield, Sinden, Stevens, Walsh and Whinney. (40)

**RESOLVED** that the Recommendations of the Executive, from its meeting on 30 January 2020, be adopted as follows:

- 1) Minute 84 (Budget 2020/21 and Capital Programme 2020 to 2025);
- 2) Minute 85 (Council Tax Setting 2020/21); and
- 3) Minute 87 (Calendar of Meetings 2020/2021).

## **81. PAY POLICY STATEMENT 2020/21**

The Chief Executive presented the report on the adoption of a Pay Policy Statement for 2020/21 in accordance with the requirements of the Localism Act 2011. The report set out the relevant statutory powers, the issues for the Council to consider, and the associated legal and financial implications. The format and content of the statement was in line with the statement approved in previous years.

The recommendation set out in the report was moved by Councillor Brunt and seconded by Councillor Schofield, whereupon it was:

**RESOLVED:** that the Pay Policy Statement for 2020/21 be approved.

## **82. REPORT OF THE GOVERNANCE TASK GROUP ON A REVISED OFFICER SCHEME OF DELEGATION**

The Monitoring Officer introduced the report which set out administrative and consequential changes to the Officer Scheme of Delegation, as recommended by the Governance Task Group. The Chair of the Governance Task Group, Councillor

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Walsh, advised Members that further discussion was required on one of the 54 changes proposed (change 19, relating to Section 106 agreements), and revised the recommendations accordingly. The recommendations (as revised) in the report were moved by Councillor Walsh and seconded by Councillor Moses, whereupon it was:

**RESOLVED:** That

- 1) Proposed change 19, referring to paragraph 2.26 of the existing Scheme be withdrawn for further discussion.
- 2) Subject to 1), above, 53 changes to the Officer Scheme of Delegation, set out at Annex 1 be approved.
- 3) The 'Successor Clause' be introduced at Part 3b, 14, of the Constitution to mitigate short-term changes to roles between reviews of the Scheme of Delegation.

***Clerks note:** Proposed change 19, referring to paragraph 2.26 of the existing Scheme of Delegation was discussed by the Governance Task Group on 11 March 2020, and the words 'in consultation with the Executive Member' would be added to the substantive wording.*

**83. STATEMENTS**

There were none.

**84. LEADER'S ANNOUNCEMENTS**

The Leader of the Council, Councillor Brunt, announced that:

- The Mayor elect for 2020/21 would be Councillor Absalom.
- The deputy Mayor elect for 2020/21 would be Councillor Kelly.
- Councillor Michalowski would replace Councillor Parnall on the Overview and Scrutiny Committee.
- Councillor Absalom would replace Councillor Parnall on the Planning Committee.

In accordance with the delegation introduced by Council in November 2016, the changes in Committee memberships would be discharged by Officers.

**85. MAYOR'S ANNOUNCEMENTS**

The Mayor confirmed that tickets were on sale from the Mayor's Office for the tour of Reigate Caves, followed by supper at the Town Hall, on 24 April 2020, at 7pm.

The Meeting closed at 8.48 pm