

Minutes of the Annual meeting of the Council held on 23rd May 2017 at Pippbrook, Dorking from 7.00pm to 7.57pm

Present: Councillors David Mir (Chairman), Simon Ling (Vice Chairman), Tim Ashton, Lucy Botting, Lynne Brooks, John Chandler, Margaret Cooksey, Stephen Cooksey, Mary Cooper, Joe Crome, Rosemary Dickson, David Draper, Simon Edge, Paul Elderton, James Friend, Raj Haque, David Harper, David Hawksworth, Mary Huggins, Chris Hunt, Metin Huseyin, Duncan Irvine, Howard Jones, Bridget Kendrick, Paul Kennedy, Malcolm Ladell, Claire Malcomson, Vivienne Michael, Wayne Monkman, John Muggeridge, Paul Newman, Corinna Osborne-Patterson, Jatin Patel, Paul Potter, Sarah Seed, Peter Stanyard, Michelle Watson, Clayton Wellman, Patricia Wiltshire and Charles Yarwood.

Members of the Council observed a minute's silence in memory of the victims of the 22nd May 2017 bombing in Manchester.

1. Chairman

Councillor Mary Cooper proposed and Councillor Margaret Cooksey seconded a motion that Councillor Simon Ling be elected Chairman of the Council for the Municipal Year 2017/2018.

RESOLVED: That Councillor Simon Ling be elected Chairman of the Council for the Municipal Year 2017/2018.

Councillor Simon Ling signed the declaration of acceptance of office and thanked the Council for electing him as their Chairman.

He then presented the Chairman's Consort chain to his wife Mrs Cynthia Ling.

Councillor Simon Ling in the Chair.

The Chairman presented Councillor David Mir with his Past Chairman's badge and thanked him for the work he had undertaken as Chairman.

Councillor David Mir thanked officers and colleagues for their support over the past year and outlined a number of highlights from his year as Chairman.

Councillor David Mir then presented his wife, Vicky Mir, with her Past Chairman's Consort's badge and thanked her for all her support over the past year.

2. Vice-Chairman of the Council

Councillor Stephen Cooksey proposed and Councillor Lynne Brooks seconded a motion that Councillor Raj Haque be appointed Vice-Chairman of the Council for the Municipal Year 2017/18.

RESOLVED: That Councillor Raj Haque be appointed Vice-Chairman of the Council for the Municipal Year 2017/18.

Councillor Raj Haque signed the declaration of acceptance of office and thanked the Council for appointing him as their Vice-Chairman. He then presented the Vice-Chairman's Consort badge to his wife Mrs Nasima Haque.

3. Minutes

The minutes of the meeting held on 21st February 2017 were confirmed as a correct record and signed by the Chairman.

4. Apologies for absence

An apology for absence was received from Councillor Tim Loretto.

5. Chairman's Announcements

The Chairman advised that one of his priorities in the forthcoming year would be to promote sport in Mole Valley and informed Members that as well as opening the new Meadowbank facility later in the year, he would welcome the opportunity to attend other special events held by sports clubs in the District.

It was confirmed that the Chairman's Civic Service would be held at 5.00pm on 18th June 2017 at the St Giles Church in Ashted. It was planned that the Chairman's Civic Dinner would be held in late August at the City of London Freemens School, with the exact date to be finalised in due course.

The Chairman announced that his chosen charities for the year would be the Meeting Room, which provided a daytime drop in centre within the community for the homeless and socially isolated and the Conservatory Club, which was part of the Mid Surrey Dementia Care Trust.

The Chairman ended his announcements by asking that Members, Officers and those in the public gallery join him for refreshments at the conclusion of the evening's meetings.

6. Committee Memberships 2017/18

The Council noted the number of seats allocated to each Group together with the proposals of the Group Leaders to fill the seats which were circulated at the meeting.

The Chairman highlighted to Member that the political balance of the Council had changed since originally being printed in the agenda. It was confirmed that the political balance was now 21 Conservatives, 13 Liberal Democrats, six members of the informal Independent Group and one Beare Green Independent. This meant that the allocation of seats on the Council would now be 25 for the Conservatives, 15 for the Liberal Democrats, 7 for the Informal Independent Group and 1 for the Beare Green Independent.

RESOLVED:

- (1) That the membership of the political groups on the Council of a Conservative Group of 21, a Liberal Democrat Group of 13, an informal Independent Group of 6 and 1 Beare Green Independent be noted.
- (2) That the allocation of seats to the Conservative, Liberal Democrat, informal Independent and Beare Green Independent Groups be on the basis that 25 seats are allocated to the Conservative Group, 15 seats are allocated to the Liberal Democrat Group, 7 seats to the informal Independent Group and 1 to the Beare Green Independent.
- (3) That the Standards Committee (and Sub-Committees) not be politically balanced and that two seats be allocated to each of the three Groups.
- (4) That the proposals submitted by the Leaders of the Conservative, Liberal Democrat and informal Independent Groups, as shown in the schedule which was circulated at the Council meeting be approved (attached at Appendix 1).
- (5) That the principles of proportionality be applied to Committees at such time as they might appoint time limited Sub-Committees and Joint Committees (excepting Licensing and Standards).

7. Membership of Executive

The Leader thanked the former Executive Members for the work they had undertaken whilst in office and advised the Council of the membership of the Executive (including Deputy Leader) and the allocation of portfolios for 2017/18 as follows:

- Councillor Vivienne Michael - Leader

- Councillor Charles Yarwood - Deputy Leader and Executive Member for Assets and Investments
- Councillor Lucy Botting - Executive Member for Wellbeing
- Councillor Simon Edge – Executive Member for Economic Development and Transform Leatherhead
- Councillor Metin Huseyin – Executive Member for Finance and Corporate Services
- Councillor Duncan Irvine – Executive Member for Planning
- Councillor David Mir – Executive Member for Environment and Parking
- Councillor Corinna Osborne-Patterson - Executive Member for Community Services, Housing and Cycling

8. Leader and Deputy Leader of the Opposition

Councillor David Draper proposed and Councillor Paul Kennedy seconded the following motion:

“That Councillor Stephen Cooksey be appointed Leader of the Opposition.”

RESOLVED: That Councillor Stephen Cooksey be appointed Leader of the Opposition.

Councillor Stephen Cooksey proposed and Councillor Paul Elderton seconded the following motion:

“That Councillor David Draper be appointed Deputy Leader of the Opposition.”

RESOLVED: That Councillor David Draper be appointed Deputy Leader of the Opposition.

9. Appointment of Representatives to Outside Bodies

A schedule detailing the nominees was circulated at the meeting.

RESOLVED: That the representatives to the outside organisations be appointed as set out at Appendix 2.

(N.B. Counted votes were taken on the decision of the Council in respect of the following appointments:-

- *Brockham Big Field Community Sports Ltd: John Muggeridge - 21, Paul Potter - 16*
- *Central Surry Council for Voluntary Service: Tim Ashton - 21, Claire Malcomson - 17*
- *Clarion Regional Panel: David Hawksworth - 6, Mary Huggins - 21, Paul Potter - 10*
- *CAB Dorking & Leatherhead: Lucy Botting – 21, Lynne Brooks – 25, Joe Crome – 15*
- *Gatwick Green Space Partnership: Mary Huggins - 22, Bridget Kendrick – 17, David Mir – 23*
- *Leatherhead Area Partnership Ltd: Joe Crome – 17, Rosemary Dickson – 21*
- *Projx: Mary Huggins – 22, Claire Malcomson – 15*
- *Surrey Hills AONB Board: Bridget Kendrick – 15, David Mir - 23)*

10. Appointment of Chief Executive/Head of Paid Service and Electoral Registration Officer/Returning Officer and arrangements for Interim

The Council considered the report set out at pages 13 to 20 of the agenda in respect of the process for appointing a new Chief Executive and the interim arrangements that would be put in place until appointment could be finalised.

The Leader of the Council introduced the report and proposed the recommendation. During the introduction it was noted that the job search had been placed with a specialist search and selection agency to help find the best individual for the role. The Leader, Deputy Leader and the Council’s HR team

had worked with the agency to prepare a job description and personal specification, along with a microsite containing key information about the Council.

Group Leaders had agreed the creation of a politically balanced Recruitment Panel which would undertake a robust assessment and benchmarking of candidates. The Panel would meet for longlisting and shortlisting before undertaking a robust interview and assessment process. It was envisioned that the successful candidate would be proposed to full Council on 11th July.

Given the timelines for the recruitment process, there was a need to appoint to an interim Chief Executive, with all substantive members of the SMT offered the opportunity to express their interest in the role. Following this process Members were being asked to approve the appointment of Jack Straw as the interim Chief Executive along with the appointment of Arabella Davies as the interim Electoral Registration and Returning Officer.

The Leader also thanked Yvonne Rees for all her work as the Chief Executive of Mole Valley over the past five years.

RESOLVED:

The Council resolved to:

- a) Note the anticipated timelines for the recruitment of the permanent Chief Executive/Head of the Paid Service
- b) Appoint Jack Straw as Interim Chief Executive/Head of the Paid Service with effect from 1st July until a new permanent Chief Executive is in post
- c) Appoint Arabella Davies as Interim Electoral Registration Officer/Returning Officer with effect from 1st July until a new permanent Chief Executive is in post

11. Ashted Neighbourhood Development Plan

The Council considered the report set out at pages 21 to 68 of the agenda in respect of the Ashted Neighbourhood Development Plan. The Executive Member for Planning introduced the report and proposed the recommendation.

RESOLVED:

Following a 92% vote in favour at the referendum held on 4 May 2017, that MVDC should make (i.e adopt) the Ashted Neighbourhood Development Plan, bringing it into force as part of the Development Plan for Mole Valley.

12. Bookham Neighbourhood Development Plan

The Council considered the report set out at pages 69 to 116 of the agenda in respect of the Bookham Neighbourhood Development Plan. The Executive Member for Planning introduced the report and proposed the recommendation.

RESOLVED:

Following an 80% vote in favour at the referendum held on 4 May 2017, that MVDC should make (i.e. adopt) the Bookham Neighbourhood Development Plan, bringing it into force as part of the Development Plan for Mole Valley.

13. Leader's Statement

The Leader of the Council, Councillor Vivienne Michael made the following statement:

'I often talk about this Council "punching above its weight" and one way in which we can actually demonstrate that is the recognition that our teams receive when they are objectively assessed against others across the UK.

During the last year four of our teams - Environmental Services, Planning Policy, Housing and Customer Services – have been externally assessed and recognised for delivering high quality customer service, achieving a nationally recognised standard known as the Customer Services Excellence standard. I want to take this opportunity on behalf of all Members, to congratulate everyone concerned – it's an achievement that reflects the importance we place on customer service and one that directly benefits our residents on a day to day basis.

The new play facilities at Meadowbank have also achieved recognition, becoming the first play area in Surrey to gain "Plan Inclusive Play Award" status which recognises play areas that are fully inclusive and accessible for both disabled and able bodied children. Again, I want to congratulate all concerned. The facilities were formally opened last August and have continued to be a real draw for local families. The development of the Meadowbank football ground will further enhance the facilities on offer at this prime location in the heart of Dorking.

I want to take this opportunity to mention two other very positive developments under the Wellbeing umbrella – the Mole Valley Wellbeing Prescription pilot and the Exercise on Referral Scheme.

The Wellbeing Prescription scheme, which went live at four surgeries in the District in May enables GPs to refer patients to an Advisor for a variety of health and wellbeing issues including, low level mental health issues, smoking and weight management. They are then signposted to a variety of local services across a range of organisations. We anticipate that this innovative approach will not only improve the wellbeing of our residents but also, importantly, reduce pressure on GP surgeries.

The Exercise on Referral Scheme has seen an encouraging increase in the number of referrals this year with a total of 267 to Dorking Sports Centre and Leatherhead Leisure Centre combined. Referrals continue to be for a wide range of medical conditions, the most common being obesity followed by joint replacement rehab, back pain, mental health and arthritis. 115 of those referred have completed the 12 week course and more than half of those have joined as full members to continue with regular exercise at the leisure centres.

The Deepdene Trail is another way in which this Council is contributing to wellbeing and quality of life and I am delighted to report that, since the Trail opened in September last year, we have had more than 10,500 visitors, easily exceeding our Heritage Lottery Fund target of 10,000 visitors in the first two years. The works to restore the historic buildings and paths are nearing completion with minor additions to the Embattled Tower and work on the historic flint steps due to be completed shortly . I am delighted to report that the Hope Mausoleum was Highly Commended in the Surrey Heritage Awards in April and the finalists featured in May's addition of Surrey Life.

One of the most significant features of this project is the amount of volunteer support – in fact it couldn't have happened without it. The Friends of Deepdene volunteer group have contributed over £20,000 worth of volunteer time over the last quarter alone and a recent 'Volunteer taster session' was very well received with a number of new volunteers signing up. A wide range of outreach activities have been planned for 2017 and I do hope that as many of you as possible will be attending the Shakespeare weekend on 17th & 18th June when there will be live performances in the garden.

Since becoming Leader, I have often stressed the importance of partnership working in enabling us, not only to maintain, but improve essential services for our residents.

The Joint Waste Contract between Mole Valley, Elmbridge, Surrey Heath and Woking, which was awarded to Amey in November, will maintain the high quality of service we expect in Mole Valley whilst delivering six figure savings every year to our taxpayers. Elmbridge will be the first to join on 5 June, and officers across the four authorities are now working as one team to mobilise the contract, while at the same time maintaining existing service levels. Mole Valley's refuse and recycling service will join the contract in August 2018 with Street Cleansing following in February 2019.

The Southern Building Control service goes live on 5 June - an important step towards improving both the quality and sustainability of this service. We are also in the process of filling key vacancies as we move forward with the joint working arrangements with Tandridge on Environmental Health.

Looking further forward now: I don't need to tell Members that the new Local Plan is probably the most significant piece of work facing this Council over the next two years. I am delighted that so many Members

took part in our recent Workshop, contributing their ideas on how best we plan for the provision of the new homes needed for future generations and for those needed to support our local economy whilst, at the same time, protecting the unique character and appearance of Mole Valley.

Tomorrow evening we have another important Workshop – this time on our Economic Prosperity Strategy and I do hope that as many of you as possible will attend. I am looking forward to hearing from some of the exciting and innovative businesses we already have in Mole Valley and to your ideas on how best we can support and grow our business sector.

Finally, a word about Headley Court. As you are aware, the Defence Rehabilitation Medical Centre currently based at Headley Court will be relocating next Summer. We will all be sad to see this fabulous facility leave Mole Valley but it gives us a fantastic opportunity to celebrate the incredible work that takes place there and the dedication of its staff and patients. We have been working closely with the Centre to support their programme of celebration and I want to give the communities of Mole Valley the opportunity to get involved. I would therefore like to ask everyone to add the afternoon of Friday 29th September to your diaries, when staff and patients from Headley Court will once again March through Dorking High Street. We had a fantastic turnout for the March in 2013 and I hope that this year's event will generate even greater support and give Headley Court the send-off it deserves.'

APPENDIX 1

ALLOCATION OF COMMITTEE PLACES – 2017/2018

(a) Audit Committee (7 seats)

	Conservative	Liberal Democrat	Independent
1.	Tim Ashton	Paul Elderton	Simon Ling
2.	Lynne Brooks	Paul Kennedy	
3.	James Friend		
4.	Paul Newman		

(b) Development Control Committee (19 seats)

	Conservative	Liberal Democrat	Independent
1.	Rosemary Dickson	Margaret Cooksey	Mary Cooper
2.	Mary Huggins	Stephen Cooksey	David Hawksworth
3.	Chris Hunt	Joe Crome	Peter Stanyard
4.	Duncan Irvine	Raj Haque	
5.	Howard Jones	Claire Malcomson	
6.	Malcolm Ladell	Clayton Wellman	
7.	James Friend		
8.	John Muggerridge		
9.	Jatin Patel		
10.	Sarah Seed		

Substitutes

1.	John Chandler	Paul Elderton	David Harper
2.	David Mir	Bridget Kendrick	Simon Ling
3.	Corinna Osborne-Patterson	Paul Kennedy	Patricia Wiltshire
4.	Charles Yarwood	Tim Lorretto	

(c) Licensing Committee (11 seats)

	Conservative	Liberal Democrat	Independent	Beare Green Independent
1.	Tim Ashton	Stephen Cooksey	Patricia Wiltshire	Michelle Watson
2.	John Chandler	Paul Elderton		
3.	Metin Huseyin	Bridget Kendrick		
4.	David Mir	Wayne Monkman		
5.	Charles Yarwood			

(d) Scrutiny Committee (11 seats)

	Conservative	Liberal Democrat	Independent
1.	Tim Ashton	Stephen Cooksey	David Harper
2.	Lynne Brooks	David Draper	Patricia Wiltshire
3.	Mary Huggins	Paul Potter	
4.	Chris Hunt		
5.	Malcolm Ladell		
6.	Sarah Seed		

Substitutes

1.	Rosemary Dickson	Margaret Cooksey	David Hawksworth
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2.	Paul Newman	Clayton Wellman	Peter Stanyard
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(e) Standards Committee (6 Member seats)

	Conservative	Liberal Democrat	Independent	Parish Council (non-voting representatives)
1.	Malcolm Ladell	Paul Elderton	Mary Cooper	Roger Hammond
2.	Charles Yarwood	Wayne Monkman	Patricia Wiltshire	Stuart McLachlan

1.	John Chandler	Margaret Cooksey	Simon Ling
2.	Rosemary Dickson	Bridget Kendrick	Peter Stanyard

Appointments of Representatives to Outside Organisations 2017/18

Organisation	2017/18 Appointments
Age Concern Mole Valley	Relevant Executive Member
Member Armed Forces Champion	Vivienne Michael
Ashtead Common Consultative Committee	David Hawksworth
Ashtead Peace Hall Memorial Committee nominee – 3 year term of office (Note: The Trustees will decide on the appointments)	Simon Ling
Bookham Residents Association – Board of Directors	Simon Edge
Brockham Big Field Community Sports Ltd	John Muggeridge
Central Surrey Council for Voluntary Service	Tim Ashton
Circle (Clarion) Regional Panel	Mary Huggins
Citizens Advice Bureau – Dorking and Leatherhead	Lucy Botting Lynne Brooks
Coast to Capital Strategic Joint Committee	Leader
District Councils Network Assembly	Leader
Dorking BID Board	Relevant Executive Member
Dorking and District Town Twinning Association	Stephen Cooksey Corinna Osborne-Patterson
Dorking Residential Care Homes	Paul Elderton
Dorking Town Centre Forum	Relevant Executive Member
East Surrey Community Safety Partnership (previously Community Safety Partnership)	Relevant Executive Member
Epsom and St Helier University Hospitals – Local Representatives' Panel	Relevant Executive Member Sub: Patricia Wiltshire
Friends of Triel	Bridget Kendrick
Gatwick Airport Consultative Committee	Charles Yarwood Sub: Vivienne Michael
Gatwick Diamond	Simon Edge
Gatwick Green Space Partnership	Mary Huggins David Mir
Gatwick Joint Local Authorities Group	Charles Yarwood
Joint Waste Collection Services Committee	Relevant Executive Member Sub: Malcolm Ladell
Leatherhead Area Partnership Ltd	Rosemary Dickson
Local Government Association – General Assembly	Leader
Lower Mole Countryside Management Steering Group	Malcolm Ladell David Hawksworth
Health Liaison Panel (formerly Mid Surrey Inter-Authority Health Partnership)	Relevant Executive Member
Mole Valley Access Group	Mary Cooper Paul Elderton Tim Loretto David Mir
Mole Valley Business Forum	Charles Yarwood
Mole Valley Local Committee (Politically Balanced: 3 Conservatives 2 Liberal Democrats 1 Independent)	Rosemary Dickson Mary Huggins Vivienne Michael Paul Elderton Raj Haque Peter Stanyard Substitutes: Chris Hunt

Organisation	2017/18 Appointments
	Jatin Patel Charles Yarwood Claire Malcomson Paul Potter David Hawksworth Patricia Wiltshire
Norbury Park Liaison Group	Duncan Irvine Malcolm Ladell Substitutes: Tim Ashton
Police and Crime Panel (Liberal Democrat nominee)	Margaret Cooksey
Projx	Mary Huggins
Redhill Aerodrome Consultative Committee	Paul Potter
Strategic Aviation Special Interest Group	Charles Yarwood Substitute: Vivienne Michael
Surrey Climate Change Partnership Member Group	Relevant Executive Member
Surrey Countryside Partnership Board	Relevant Executive Member
Surrey County Playing Fields Association	Relevant Executive Member Wayne Monkman
Surrey Cycling Board	Relevant Executive Member
Surrey Hills Area of Outstanding Natural Beauty Board	David Mir Sub: John Muggeridge
Surrey Leaders' Group	Leader
Surrey Rural Partnership	Relevant Executive Member David Mir
Surrey Waste Partnership	Relevant Executive Member

Charities - Four Year Appointments (except Fetcham United Charities which is a three year appointment)

Orgs	Current Representatives	Expiry of Term of Office	2017/18 Appointments
Ashtead United Charities	Mrs M A Stewart Sheila Harris	July 2018 May 2020	N/A N/A
Bookham United Charities	Clare Curran Mr David Wishart	May 2019 May 2017	N/A Jatin Patel
Dorking Charities	Mr Heath Mrs Grieve Mrs Lawrence	May 2018 May 2018 May 2019	N/A N/A N/A
Fetcham United Charities	Emile Aboud Sarah Seed Raj Haque	May 2017 May 2017 May 2017	Lynne Brooks Sarah Seed Paul Kennedy
Leatherhead United Charities	Philippa Shimmin Tim Ashton Rosemary Dickson	May 2019 May 2019 May 2019	N/A N/A N/A
Mickleham Almshouses	Mrs Gillian Hall Graham Brown	May 2019 May 2019	N/A N/A
Sydney	Christine Townsend	May 2018	N/A

Simmons Homes			
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Surrey Leaders' Group Outside Bodies – Three Year Term

(Note: This Council can make nominations to the Surrey Leaders' Group, which will then decide on the appointments)

Organisation	Current Appointments		Nominations
SCC Wellbeing and Heath Scrutiny Board	Councillors Ratiram (Surrey Heath) Axelrod (Epsom & Ewell) and Wiltshire (Mole Valley)	One appointment available (that currently filled by Cllr Wiltshire)	Patricia Wilshire
High Sherriff's Award	Councillor Cheyne (Elmbridge)	N/A in 2017/2018	-
Surrey Pension Fund - Investment Advisors Group	Councillor Elias (Tandridge) Councillor Stanyard (Mole Valley)	N/A in 2017/2018	-
South East Reserve Forces and Cadets Association	Councillor Elms (Guildford)	N/A in 2017/2018	-
Active Surrey Active Surrey Sports Partner Forum	Councillor Jennings-Evans (Surrey Heath)	N/A in 2017/2018	-
Surrey Civilian-Military Partnership Board	Councillors Kingsbury (Woking) and Michael (Mole Valley)	N/A in 2017/2018	-
Surrey Countryside Access Forum	Councillor Wright (Guildford)	One Appointment Available	-
Surrey & Borders Partnership NHS Foundation Trust	Councillor Roche (Guildford)	N/A in 2017/2018	-