

## COUNCIL

Meeting held in the Council Chamber, Council Offices, Urban Road, Kirkby-in-Ashfield,

on Thursday, 30th May, 2024 at 7.00 pm

**Present:** Councillor Dale Grounds in the Chair;

Councillors Kier Barsby, Jamie Bell, Ian Briggs, Jodine Cronshaw, Samantha Deakin, Anna Ellis, Andy Gascoyne, Paul Grafton, Julie Gregory, Arnie Hankin, Oliver Hay, Vicki Heslop, Christopher Huskinson, Dawn Justice, Sarah Lewsey, Trevor Locke, Rachel Madden, Sarah Madigan, Gordon Mann, Cathy Mason, Andy Meakin, Warren Nuttall, Nicholas Parvin, Phil Rostance, Dave Shaw, John Smallridge, Helen-Ann Smith, David Walters, Lee Waters, John Wilmott and Jason Zadrozny.

**Apologies for Absence:** Councillors Will Bostock, Tom Hollis and Matthew Relf.

**Officers Present:** Lynn Cain, Ruth Dennis, Theresa Hodgkinson, Peter Hudson, Mike Joy, Rosie Taylor-Caddy and Shane Wright.

**In Attendance:** Tony Delahunty and Trevor Middleton.

### **C.1 Declarations of Disclosable Pecuniary or Personal Interests and/or Non-Registrable Interests**

The Council's Executive Director of Governance (and Monitoring Officer) declared an interest on behalf of herself and the Chief Executive in relation to agenda item 16 (Appointment of Electoral Registration Officer and Returning Officer). There interests were such that they advised they would be leaving the room for the duration of the discussion on the matter.

### **C.2 Election of Chairman of the Council**

RESOLVED

that Councillor Arnie Hankin be elected Chairman of the Council until the next Annual Meeting.

(During nominations for election of the Chairman, Councillor Chris Huskinson entered the meeting at 7.07m.)

### **C.3 Declaration of Acceptance of Office by the Chairman**

The newly elected Chairman subscribed the Declaration of Acceptance of Office of Chairman pursuant to the provisions of Section 83 of the Local Government Act 1972 and thanked Members of the Council for his appointment.

(New Chairman)

### **C.4 Vote of thanks to the retiring Chairman**

Councillor Jason Zadrozny led the tributes and thanks to the retiring Chairman, Councillor Grounds, and welcomed Councillor Hankin into his new role.

The following Councillors also expressed their thanks and gratitude to Councillor Grounds:

Cllr. John Wilmott  
Cllr. Helen-Ann Smith  
Cllr. Sarah Madigan  
Cllr. Dave Shaw  
Cllr. Lee Waters  
Cllr. Phil Rostance.

Councillor Grounds took the opportunity to address Council and gave a summary of his last civic events whilst thanking officers and everyone in attendance at the meeting for their kindness and support throughout the previous year.

### **C.5 Election of Vice Chairman of the Council**

RESOLVED  
that Councillor Paul Grafton be elected Vice Chairman of the Council until the next Annual Meeting.

### **C.6 Declaration of Acceptance of Office by the Vice Chairman**

The newly elected Vice Chairman subscribed the Declaration of Acceptance of Office of Chairman pursuant to the provisions of Section 83 of the Local Government Act 1972 and thanked Members of the Council for his appointment.

### **C.7 Minutes**

RESOLVED  
that the minutes of the meeting of the Council held on 15 April 2024, as now submitted, be received and approved.

## **C.8 Chairman and Head of Paid Service Announcements**

### Chairman of the Council

The Chairman, Councillor Arnie Hankin, advised the Chamber that his chosen charities for his forthcoming year in office were Parkinson's UK and the Alzheimer's Society.

### Leader of the Council

The Leader of the Council took the opportunity to present gifts/awards of gratitude and appreciation to the following:

1. Trevor Middleton, Former Markets and Town Centres Manager, for his long service to the Council and his unwavering commitment and dedication to improving the lives of Ashfield residents.
2. Councill Rachel Madden, Executive Lead Member for Finance, Revenues and Benefits, for her 25 years of loyal service as a Councillor.
3. Tony Delahunty, Radio Presenter at Mansfield 103.2, for his 25 years of exemplary radio broadcasting and serving the needs of Ashfield and Mansfield residents.

Members took the opportunity to celebrate each awardee in turn, offering their thanks, appreciation and anecdotes.

## **C.9 Composition of the Council**

### RESOLVED

that in accordance with Council Procedure Rule 1.1(viii) and (ix), Council noted that the Leader was making no changes to the composition of the Executive and the Scheme of Delegation for the forthcoming year.

## **C.10 Appointment of Committees**

Council was requested to determine the appointment of Committees including Chairmen, Vice Chairmen and membership seats for the ensuing year as per the Committee Membership Schedule as circulated.

### RESOLVED that

- a) in accordance with Council Procedure Rule 1.3 (i) and (iv), the following Committees be appointed for the ensuing year:-

- Principal Select Committee
- Environment and Communities Select Committee
- Place and Innovation Select Committee
- Planning Committee
- Licensing Committee
- Audit Committee
- Charities Committee
- Chief Officers' Employment Committee
- Standards and Personnel Appeals Committee

Local Plan Development Committee  
Local Joint Consultative Committee

- b) the following Members be appointed to the Polling Places and Polling Districts Review Working Group for the coming year:

Cllr. Samantha Deakin  
Cllr. Tom Hollis  
Cllr. Rachel Madden  
Cllr. Andy Meakin  
Cllr. Phil Rostance  
Cllr. Helen-Ann Smith  
Cllr. Jason Zadrozny (Chairman);

- c) as a result of (a) above, the following appointments for Chairmen, Vice Chairmen and membership seats be approved:-

**Principal Select Committee (7)**

**(6 Ashfield Independents, 1 Conservative)**

Kier Barsby (Chairman)  
Jamie Bell  
Jodine Cronshaw  
Julie Gregory (Vice Chairman)  
Warren Nuttall  
Phil Rostance  
John Smallridge

**Environment and Communities Select Committee (7)**

**(7 Ashfield Independents)**

Will Bostock  
Paul Grafton  
Sarah Lewsey (Vice Chairman)  
Trevor Locke  
Gordon Mann  
Dave Shaw (Chairman)  
Lee Waters

**Place and Innovation Select Committee (7)**

**(6 Ashfield Independents, 1 Labour)**

Ian Briggs  
Jodine Cronshaw  
Andy Gascoyne  
Oliver Hay (Chairman)  
Sarah Madigan  
Cathy Mason  
David Walters (Vice Chairman)

**Planning Committee (9)**

**(9 Ashfield Independents)**

Jamie Bell (Vice Chairman)  
Jodine Cronshaw  
Samantha Deakin  
Arnie Hankin

Rachel Madden  
Sarah Madigan (Chairman)  
Andy Meakin  
John Smallridge  
Helen-Ann Smith

**Licensing Committee (10)**  
**(9 Ashfield Independents, 1 Conservative)**

Jamie Bell  
Ian Briggs  
Jodine Cronshaw  
Paul Grafton  
Julie Gregory  
Dale Grounds  
Dawn Justice  
Sarah Madigan  
Warren Nuttall (Chairman)  
John Wilmott

**Audit Committee (7)**  
**(6 Ashfield Independents, 1 Conservative)**

Will Bostock (Chairman)  
Ian Briggs  
Dawn Justice  
Sarah Lewsey  
Sarah Madigan  
Nicholas Parvin  
John Smallridge

**Charities Committee (7)**  
**(6 Ashfield Independents, 1 Labour)**

Ian Briggs  
Julie Gregory  
Vicki Heslop  
Sarah Lewsey  
Gordon Mann (Chairman)  
Cathy Mason  
David Walters

**Chief Officers' Employment Committee (7)**  
**(7 Ashfield Independents)**

Jodine Cronshaw (Chairman)  
Samantha Deakin  
Tom Hollis  
Christopher Huskinson  
Rachel Madden  
Helen-Ann Smith  
Jason Zadrozny

**Standards and Personnel Appeals Committee (7)**

**(6 Ashfield Independents, 1 Conservative)**

Kier Barsby  
Jamie Bell  
Paul Grafton  
Oliver Hay  
Phil Rostance  
Dave Shaw  
Lee Waters (Chairman)

**Local Plan Development Committee (9)**

**(9 Ashfield Independents)**

Jamie Bell  
Samantha Deakin  
Dale Grounds (Vice Chairman)  
Arnie Hankin  
Christopher Huskinson  
Gordon Mann  
Matthew Relf  
John Smallridge (Chairman)  
Helen-Ann Smith

**Local Joint Consultative Committee (7)**

**(Not subject to political balance rules)**

Vicki Heslop  
Tom Hollis  
Christopher Huskinson  
Rachel Madden  
Andy Meakin  
Matthew Relf  
John Wilmott

(During consideration of the item and in accordance with Council Procedure Rule 30, it was moved by Councillor Jason Zadrozny and seconded by Councillor Helen-Ann Smith that Council Procedure Rule 23 [Conclusion of Proceedings] be suspended, for the duration of the meeting, to enable all matters on the agenda to be satisfactorily concluded. Having been put to the vote, the Council agreed with this course of action.)

(Following consideration of this item, Councillor Cathy Mason left the meeting at 8.45pm.)

**C.11 Schedule of Council, Cabinet and Committee Meetings**

Council was requested to approve the updated Schedule of Council, Cabinet and Committee Meetings for 2024/25 as appended to the agenda.

RESOLVED

that in accordance with Council Procedure Rule 1.1(x), the Schedule of Council, Cabinet and Committee meetings for 2024/25 as presented, be approved.

## C.12 Findings of the Independent Remuneration Panel Review

Council was presented with the final report of the Independent Remuneration Panel following a review of Ashfield District Council's Members' Allowances Scheme carried out in February 2024. Members were asked to consider the findings of the Independent Remuneration Panel and determine whether to accept the recommendations within the final report.

RESOLVED that

- a) the Basic Allowance is maintained at £7,884, subject to any indexation that may be applicable;
- b) the Basic Allowance continues to cover the cost of 'incidental' expenses Members may incur while carrying out their duties, such as telephone calls from their home landlines, calls on personal mobile phones, using broadband from home and printer and IT consumables, etc;
- c) the Basic Allowance continues to be deemed to cover in-authority travel and subsistence costs that Members may incur in carrying out their Council duties;
- d) the Special Responsibility Allowance (SRA) for the Leader be maintained at £23,301, subject to any applicable indexation;
- e) it be agreed that there is no change to the following SRAs:

Role	Number	Recommended SRA	Methodology
<b>Chairmen of:</b>			
Principal Select Committee	1	£9,321	40% X Leader's SRA
Inward and Outward Select Committees	2	£6,990	30% X Leader's SRA
Planning Committee	1	£9,321	40% X Leader's SRA
Audit Committee	1	£4,660	20% X Leader's SRA
<b>Vice Chairmen of:</b>			
Principal Select Committee	1	£3,495	15% X Leader's SRA
Inward and Outward Select Committees	2	£1,981	8.5% X Leader's SRA
Planning Committee	1	£3,495	15% X Leader's SRA
Local Plan Development Committee	1	£1,981	9% X Leader's SRA
<b>Opposition SRAs:</b>			
Leader of the Main Opposition Group (where Group has 7 or more Members)	0	£9,321	40% X Leader's SRA

Deputy Leader of the Main Opposition Group (where Group has 7 or more Members)	0	£1,398	15% X Group Leader's SRA (at top tier)
Leaders of Other Opposition Group[s] (where Group has at least 4 Members)	0	£365 per Member	NA

- f) the SRA for the two Deputy Leaders is maintained at 75 per cent of the Leader's SRA (£23,301) and paid at £17,476, subject to any applicable indexation;
- g) the SRA for the 7 Executive Lead Members is maintained at 60 per cent of the Leader's SRA (£23,301) and paid at £13,981, subject to any applicable indexation;
- h) the SRA for the Chairman of the Licensing Committee is maintained at 20 per cent of the Leader's SRA (£23,301) and paid at £4,660, subject to any applicable indexation;
- i) the SRA for the Chairman of the Local Plan Development Committee is maintained at 30 per cent of the Leader's SRA (£23,301) and paid at £6,990, subject to any applicable indexation;
- j) the SRA for the Vice Chairman of the Local Plan Development Committee is maintained at 8.5 per cent of the Leader's SRA (£23,301) and paid at £1,981, subject to any applicable indexation;
- k) the SRA for the Chairman of the Standards and Personnel Appeals Committee is maintained at 20 per cent of the Leader's SRA (£23,301) and paid at £4,660, subject to any applicable indexation;
- l) the SRA for the Leader of the Main Opposition Group, where the Group has less than 7 Members is maintained at 25 per cent of the Leader's SRA (£23,301) and paid at £5,825, subject to any applicable indexation;
- m) provision for Co-optees' Allowances is maintained and reset as follows:
- Co-optees appointed to the Standards & Personnel Appeals Committee to be reset at £540, subject to any applicable indexation;
  - If there are Co-optees appointed to the Audit Committee these will be paid at £1,080, subject to any applicable indexation;
- n) the allowances scheme be amended to clarify that where a Member is using an electric or hybrid vehicle on an approved duty outwith the Authority that they are able to claim mileage at HMRC AMAP rates, which is currently 45p per mile;
- o) the current rates and terms and conditions for claiming Travel and Subsistence Allowances outwith the Authority are maintained;



- p) the Dependants' Carers Allowance (DCA) be maintained with two claimable rates depending on the type of care as follows:
- Childcare element: maximum hourly rate claimable is maintained at the National Living Wage (NLW);
  - Other Dependents element maximum hourly rate claimable capped at £19.80 per hour; this rate may be claimed for dependants who require any type of specialised care including children;
- q) the current Civic Allowances paid to the Chair (£9,251) and Vice Chair (£5,309) is maintained, subject to any applicable indexation;
- r) the following indices are applied for the legal maximum of four years to the remuneration and allowances paid to Members of Ashfield District Council as follows:

**Basic Allowance, SRAs, Civic Allowances and Co-optees' Allowance:**

- Indexed to the annual percentage salary increase for local government staff (*at spinal column point 43*) as agreed each year by the National Joint Council (NJC) for Local Government Services; to be implemented from the start of the municipal year. Also known as the NJC index;

**Mileage Allowance (Outwith only):**

- Members' mileage allowances rates to continue to be indexed to HMRC AMAP rates;

**Subsistence Allowances (Outwith only):**

- The subsistence allowances should continue to be indexed to the same rates that are applicable to Officers;

**The Dependants' Carers Allowance:**

- Childcare: maximum rates to be indexed to the National Living Wage.
- Social/Medical care: maximum rates to be indexed to the annual percentage salary increase for local government staff (*at spinal column point 43*) as agreed each year by the National Joint Council (NJC) for Local Government Services.

### **C.13 Annual Constitution Review**

Council was requested to consider and approve the proposed changes to the Council's Constitution, as presented, and as recommended by the Standards and Personnel Appeals Committee.

RESOLVED that

- a) the proposed changes to the Council's Constitution for 2024/25, as outlined in the report, be received and approved;
- b) delegated authority be granted to the Executive Director for Governance and Monitoring Officer to make any necessary amendments to the Constitution, following any changing delegations as a result of the Decision Making Accountability (DMA) process.

## C.14 Appointments to Outside Bodies

Council was requested to nominate/appoint representatives to the Outside Bodies listed in the schedule as circulated at the meeting.

RESOLVED

that the following representatives be appointed to the under-mentioned bodies:-

<u>No.</u>	<u>Body</u>	<u>Representatives</u>	<u>New Term Ending</u>
1.	Ashfield Citizens' Advice Bureau Management Committee	<b>Cllr. Warren Nuttall (to replace Cllr. Jodine Cronshaw)</b>	31 May 2026  (mid-term change)
2.	Ashfield Community Safety Partnership Joint Strategic Group	<b>Cllr. John Wilmott Cllr. Helen-Ann Smith (substitute)</b>	31 May 2025
3.	Byron Charity	<b>Cllr. Ian Briggs Cllr. Trevor Locke Cllr. Gordon Mann Cllr. Phil Rostance Cllr. Dave Shaw Cllr. Lee Waters Cllrs. John Wilmott</b>	31 May 2027  (3 Year Term)
4.	Discover Ashfield Board	<b>Cllr. Matthew Relf Cllr. Helen-Ann Smith Cllr. Julie Gregory (Scrutiny Member)</b>	31 May 2025
5.	D2N2 Local Enterprise Partnership Board	<b>Cllr. Matthew Relf (to replace Cllr. Jason Zadrozny)</b>	31 May 2027  (mid-term change)
6.	East Midlands Councils	<b>Cllr. Matthew Relf (to replace Cllr. Jason Zadrozny)</b>	31 May 2027  (mid-term change)
7.	Economic Prosperity Committee	<b>Cllr. Matthew Relf Cllr. Jason Zadrozny (substitute)</b>	31 May 2027  (mid-term change)
8.	Greater Nottingham Joint Planning Advisory Board	<b>Cllr. Matthew Relf</b>	31 May 2025

9.	Greenwood Community Forest Steering Group	<b>Cllr. Matthew Relf</b>	31 May 2025
10.	Health and Wellbeing Board (County Council)	<b>Cllr. David Walters Cllr. Kier Barsby (substitute)</b>	31 May 2025
11.	Hucknall & District Voluntary Partnership (Under One Roof Project)	<b>Cllr. Ian Briggs</b>	31 May 2025
12.	Kirkby Towns Board	<b>Cllr. Chris Huskinson Cllr. Matthew Relf Cllr. Jason Zadrozny</b>	31 May 2025
13.	Mansfield & District Crematorium Joint Committee -	<b>Cllr. Tom Hollis Cllr. Chris Huskinson Cllr. Helen-Ann Smith</b>	31 May 2025
14.	Nottinghamshire Building Preservation Trust	<b>Cllr. Nicholas Parvin</b>	31 May 2025
15.	Nottinghamshire Joint Waste Management Committee	<b>Cllr. Helen-Ann Smith</b>	31 May 2025
16.	Nottinghamshire Wildlife Trust	<b>Cllr. Arnie Hankin</b>	31 May 2025
17.	PATROL Adjudication Joint Committee	<b>Cllr. Andy Meakin</b>	31 May 2025
18.	Rural Community Action Nottinghamshire	<b>Cllr. Arnie Hankin</b>	31 May 2025
19.	Sherwood Forest Hospitals NHS Foundation Trust	<b>Cllr. David Walters</b>	31 May 2025
20.	Teversal Grange Advisory Committee	<b>Cllr. Jodine Cronshaw Cllr. Tom Hollis Cllr. Helen-Ann Smith</b>	31 May 2025

### **C.15 Appointment of Electoral Registration Officer and Returning Officer**

In accordance with Council Procedure Rule 5.1 (Urgent Items), the Chairman had agreed to allow Council to consider the report as an urgent item.

Council was therefore requested to appoint Theresa Hodgkinson, Chief Executive as the Electoral Registration Officer and Returning Officer and to authorise nominated officers to act as Deputy Electoral Registration Officers for the purposes of signing Temporary Voter Authority Certificates.

(The Council's Chief Executive and Executive Director for Governance (and Monitoring Officer), had previously declared interests in respect of this item. Their interests were such that they left the room and took no part in the ensuing discussions regarding the matter.)

RESOLVED that

- a) with effect from 31 May 2024, Theresa Hodgkinson, Chief Executive, be appointed as the following for the purposes of the 2024 General Election only:
- the Electoral Registration Officer (ERO) for the Council pursuant to Section 8(2)(a) of the Representation of the People Act 1983;
  - the Returning Officer (RO) pursuant to Section 35(1) of the Representation of the People Act 1983 with authority to act in that capacity for elections to the Council and all or any Parish Councils within the Council's administrative area;
  - to act in respect of all related electoral, poll or referendum duties, including elections to the County Council, European Parliament and for national and regional polls or referenda;
- b) with effect from 31 May 2024, Ruth Dennis, Executive Director for Governance (and Monitoring Officer), be appointed as Deputy Electoral Registration Officer pursuant to Section 52(2) of the 1983 Act, for the purposes of the 2024 General Election only.

The meeting closed at 9.02 pm

Chairman.