

# EAST DEVON DISTRICT COUNCIL

Minutes of the Annual Meeting of the Council held at  
Knowle, Sidmouth, on Wednesday, 19 May 2010

Present:

**Councillors:**

Vivienne Ash	Stuart Hughes
David Atkins	Douglas Hull
Ray Bloxham	John Humphreys
Roger Boote	Ben Ingham
Peter Bowden	John Jeffery
Graham Brown	Stephanie Jones
Derek Button	Ann Liverton
Bob Buxton	Graham Liverton
Geoff Chamberlain	Andrew Moulding
David Chapman	Frances Newth
Iain Chubb	Darryl Nicholas
Trevor Cope	Marion Olive
Andrew Dinnis	Helen Parr
Christine Drew	Bob Peachey
Vivien Duval Steer	Ken Potter
Jill Elson	Sara Randall Johnson
Malcolm Florey	Tony Reed
Ray Franklin	Philip Skinner
Chris Gibbings	Pauline Stott
Roger Giles	Brenda Taylor
Graham Godbeer	Ian Thomas
Pat Graham	Graham Troman
Mike Green	Mark Williamson
Steve Hall	Tim Wood
May Hardy	Steve Wragg

**Honorary Aldermen:**

Ron Mudge  
David Scott  
Jennifer Sharratt  
Dr Bill Waterworth  
Tony Wilkinson

Ted Brown, Chairman, Housing Review Board

**Officers:**

Mark Williams, Chief Executive  
Denise Lyon, Deputy Chief Executive  
Peter Jeffs, Corporate Director  
Karime Hassan, Corporate Director  
Diccon Pearse, Corporate Director  
Diana Vernon, Democratic Services Manager

**Apologies**

**Councillors:**

Peter Burrows	David Key
David Cox	Jim Knight
Paul Diviani	Stuart Luxton
Peter Halse	Eileen Wragg

Honorary Alderman Barry  
Willoughby

The meeting started at 6.30 pm and finished at 8.15 pm.

\*1 Election of Chairman

Councillor Graham Liverton (Chairman) invited nominations for the office of Chairman of the Council for the ensuing year.

Councillor Chris Gibbings proposed and Councillor Vivienne Ash seconded Councillor Graham Liverton being elected Chairman of the Council for a second year in office.

In proposing, Councillor Gibbings said that Councillor Liverton had served the Council well over the last year. Councillor Liverton was an experienced and fair Chairman who was an able ambassador for the Council and undertook his various roles with appropriate dignity but with welcome humour.

In seconding, Councillor Ash said that mutual respect between Councillors was not limited by party lines. She said that Councillor Liverton was dedicated to Sidmouth and the Council. She highlighted his support of the arts, leisure and the theatre. She believed that his appointment as Chairman was a fitting recognition of his commitment. She thanked both Graham and Ann Liverton for the support they had given her over the past year since her election as Mayor of Honiton. She agreed with the proposer's appreciation of the Chairman's sense of humour which she said had often been used to lighten tensions in the Chamber.

There were no other nominations.

**RESOLVED** that Councillor Graham Liverton be elected Chairman of the Council for the ensuing year.

Following the election Councillor Liverton read and signed the Declaration of Acceptance of Office.

The Chairman then spoke in response to his election. He thanked his proposer and seconder for their kind words and support for a second term of office. At the annual meeting in 2009, the Chairman had wondered if East Devon District Council would still be in existence in two years' time due to the unitary threat. He welcomed the Government decision to retain the district council which could now continue to listen to local voices and up-hold local values. He particularly recognised the valued work of the Chief Executive and Rachel Pocock (Head of Legal, Licensing and Democratic Services) in helping to achieve this result.

As Chairman he had attended a wealth of functions and local events. He had met people from all walks of life and had enjoyed every moment. He felt humbled and honoured to be representing all Councillors and the community. He asked Ward Members to let him know if they would like him to visit their area to meet local groups and find out about local initiatives. He believed that only good could be achieved through effective partnership working whilst putting the local community first.

He thanked the two Jills (Jill Humphreys and Jill Sentance) for their help during his first year of office. He also thanked his Vice Chairman for his support. He ended by sincerely thanking his wife for her love, support and understanding.

Councillor Douglas Hull congratulated the Chairman on his appointment.

\*2 Appointment of Vice Chairman

Councillor Graham Brown proposed and Councillor Andrew Dinnis seconded Councillor Tony Reed being appointed Vice-Chairman of the Council. Councillor Brown said that Councillor Reed had been an admirable Vice-Chairman and had no hesitation in proposing him for a second year of office.

In seconding, Councillor Dinnis referred to Councillor Reed as a friend and colleague from whom he had learnt a lot, particularly in respect of planning. He described Councillor Reed as a man of integrity and admired his strength of mind. He believed that he and Graham Liverton, as Chairman, made a good team.

There were no other nominations.

**RESOLVED** that Councillor Tony Reed be appointed Vice-Chairman of the Council for the ensuing year.

Following the election, Councillor Reed read and signed the Declaration of Acceptance of Office.

The Vice-Chairman then spoke in response to his appointment. He thanked his proposer and seconder. He said that he was humbled to be asked to serve a second term. He believed that the honour of being Vice Chairman in his final two years as Councillor was a wish come true. He was glad that EDDC now had a future without the threat of unitary government. He said that he felt privileged to represent the Council at the various events that the Chairman was unable to attend and looked forward to continuing in this role.

\*3 Prayer

The Chairman invited Revd Peter Letheron to lead the Council in prayer and seek God's guidance and blessing on its work.

\*4 Obituary – Honorary Alderman Doreen Webber

The Chairman reported with great sadness on the death last week of Honorary Alderman Doreen Webber.

Honorary Alderman Webber had represented the Newton Poppleford and Harpford Ward on this Council from May 1979 until 2003. During this time she served on all of the main Committees and at different times was Vice Chairman of the Public Health, Amenities and Property Services Committees. She was Vice Chairman and then Chairman of the Housing Tenancy Allocations Sub-Committee between 1991 and 1999. Honorary Alderman Webber was also Vice Chairman of the Council between 1992 and 1994 and again between 1999 and 2001. Hers was a remarkable record of service to the Council and the community. The Chairman said that she had been a great ambassador for this Council.

In July 2003, the title of Honorary Alderman was conferred on Doreen in recognition of her long and eminent service. The Chairman said that she would be remembered with genuine affection by the Councillors and Officers who worked with her. He advised Members of the funeral arrangements and then invited them to stand as a mark of respect.

## \*5 Public Questions

The Chairman welcomed Honorary Aldermen, Councillors' visitors and members of the public to the meeting and invited questions.

Christine Morrison, tenant member of the Housing Review Board (HRB) and a member of the Tenant and Leaseholder Customer Panel, referred specifically to agenda item 14(c). This was a proposal to amend the Council's Constitution so that the annual Council appointed the HRB's Chairman with the Board being given the power to elect its own Vice-Chairman. Mrs Morrison stated that when the HRB had been set up, appointed tenant members were advised that it would elect its own Chairman and Vice-Chairman. She believed this arrangement had worked well. The HRB did not have the power to make financial decisions but considered issues in depth, making wise and careful recommendations for debate by the Executive Board. She believed that the Chairmanship of the HRB did not need to be brought in line with current arrangements for Chairing the other Overview and Scrutiny Committees. The Board had a different composition from that of other Overview and Scrutiny Committees as it included tenant and independent representatives and could therefore be dealt with in a different way. She asked the Council to retain the existing arrangements for the HRB Chairmanship.

Sue Saunders, tenant member of the Housing Review Board (HRB) and a member of the Tenant and Leaseholder Customer Panel, again referred specifically to the proposed changes to the appointment of HRB Chairman. She advised that there had been no consultation with the Board about the proposed changes. She said that the HRB worked well with all members who had equal status whether elected members, tenant representative or independents. She believed that this equality was what made the Board special and was one of its main strengths. The Board saw its role as working in partnership with the Council to achieve 'best service at best price'. She advised that if the change to the Constitution was agreed by the Council, the Tenant and Leaseholder Customer Panel would ask for an immediate Equality Impact Assessment.

Vic Kemp, tenant member of the Housing Review Board (HRB) and a member of the Tenant and Leaseholder Customer Panel saw the Council's intention to appoint a Chairman as misguided. He said that any financial recommendations made by the HRB were considered by the Executive Board which had the decision-making power. The HRB was a consultation committee only making recommendations and suggestions. He believed that if the Council elected the HRB's Chairman, the Board's members would no longer feel that they had ownership. Fairness and democratic working which were key features of the Board could be lost. He asked the Council to look at what the Board had achieved through its current best practice approach.

Ted Brown, tenant member and current Chairman of the Housing Review Board (HRB) and a member of the Tenant and Leaseholder Customer Panel referred to the annual report of the Board which was included later in the agenda and added a number of comments. He reminded the Council that the HRB had been incepted in June 2006 and had been given the right to appoint its own Chairman and Vice Chairman. Representatives appointed to the Board (including elected Councillors) had a range of skills, experience and interests. Each Member had equal right to contribute to the debates and had been involved in necessary training. He said that changing the Council's Constitution in respect of the election of a Chairman to the HRB was undemocratic. He advised that there had been no consultation with the Board. He reminded Members that the Government was pioneering tenant empowerment and involvement in local decisions. He believed that tenant participation benefited the service provided by the Council. He felt that changing the current arrangements in respect of the election of Chairman implied that the Council did not value the skills of tenant representatives. He advised that financial and professional advice could be requested when required.

\*6 Minutes

The minutes of the meeting of the Council held on 14 April 2010 were confirmed and signed as a true record.

\*7 Seaton Ward Member

The Council formally received the report of the Returning Officer on the election of Councillor Peter Burrows for the Seaton Ward of the District.

Due to personal circumstances, Councillor Burrows had been unable to attend the annual meeting. In his absence, the Chairman of the Council and Leader of the Liberal Democrats Group extended their good wishes.

\*8 Extra Ordinary meeting

The Chairman advised Members that an Extra Ordinary meeting of the Council to consider conferring the title of Honorary Alderman on Margaret Rogers would be held at 6.15 pm on Wednesday 28 July, prior to the Ordinary meeting of the Council on that date.

\*9 Notices

The Chairman had pleasure in reporting that Councillor Trevor Cope had successfully completed the London Marathon in 5 hours 34 minutes and 17 seconds. Councillor Cope had run on behalf of Merlin, a frontline medical charity.

\*10 Election of Leader of the Council

Councillor Roger Boote proposed and Councillor Christine Drew seconded Councillor Sara Randall Johnson being elected Leader of the Council for the ensuing year.

The proposer thanked the Leader for her successful efforts in saving East Devon District Council from the unitary government threat. He believed that EDDC was best placed to serve the local community and promote democracy. He also acknowledged the Leader's personal situation and hoped that being elected Leader would help to further inspire her and not compromise her health.

The seconder said that she had known the Leader for eleven years and her first impression was that she was a tenacious lady. This first impression had proved correct in many ways. She said that she was happy to second the Leader's election.

There were no other nominations.

**RESOLVED** that Councillor Sara Randall Johnson be elected Leader of the Council for the ensuing year.

The Leader then spoke in response to her election. She congratulated the Chairman and Vice-Chairman and thanked her proposer and seconder for their kind words. She said that she was committed to the Council and what it stood for and, with fellow Councillors and Officers, had fought to keep the Council in business.

The Leader advised that the local MP, Hugo Swire, had confirmed that legislation was to go before Parliament to rescind the unitary proposal. She believed that this would give local councils the confidence to progress. She referred to the anticipated bitter pill to be swallowed by the Council which was facing budget deficits and major cuts in Government funding. She acknowledged that the Council would have to look very carefully at all expenditure. She thanked the Councillors for their support.

\*11 Election of Deputy Leader

Councillor Tim Wood proposed and Councillor Graham Godbeer seconded Councillor Graham Brown being elected Deputy Leader of the Council for the ensuing year. The proposer said that stability in the Council's future was welcome. He acknowledged that the Council was facing difficult times particularly in respect of the financial position. He referred to the work of the Rationalisation Panel which the Deputy Leader was ably Chairing. He believed that Councillor Brown would help the Council through the tough times ahead.

In seconding, Councillor Godbeer said that he was confident that the Deputy Leader would continue to do a good job.

There were no other nominations.

**RESOLVED** that Councillor Graham Brown be elected Deputy Leader of the Council for the ensuing year.

Councillor Brown spoke on his election, thanking his proposer and his seconder. He said that he was proud to carry on in the position of Deputy Leader. He was passionate about EDDC; the work of the Council and the way it was carried out. He anticipated hard times ahead and the need for Councillors to pull together. He spoke of the Leader's tenacity and strength and her personal health battle. He said he had enjoyed working with her over the last year and looked forward to this continuing for the benefit of the people of East Devon.

\*12 Executive Board Members and Portfolio Holders

The Leader thanked the Portfolio Holders for their valued work over the last Council year. She proposed no changes to the number and remit of the Portfolio Holders in the ensuing year but advised that Councillor Peter Halse had asked to step down from his position as Portfolio Holder – Economy and that Councillor Graham Godbeer would take his place. In his absence, she thanked Councillor Halse for his steadfast efforts to get the best outcomes for East Devon.

The Chairman added his thanks to those of the Leader, recognising the volume of work and responsibilities of Portfolio Holders who often had to undertake work and decisions in difficult circumstances.

The Leader proposed that the membership of the Executive Board continue to include the Leaders of the Liberal Democrats and Independent Groups.

**RESOLVED** that, (in compliance with Articles 6.02 and 6.04 of the Constitution), the following Members (additional to the Leader and Deputy Leader) be appointed to the Executive Board (**Appendix A**) namely:

Geoff Chamberlain (Leader of the Liberal Democrat Group),  
David Cox (Portfolio Holder Streetscene),  
Jill Elson (Portfolio Holder Communities),  
Ray Franklin (Portfolio Holder Strategic Planning and Regeneration)  
Graham Godbeer (Portfolio Holder Economy),  
Mike Green (Leader of the Independents Group),  
Stuart Hughes (Portfolio Holder Communications)  
Andrew Moulding (Portfolio Holder Resources)

with the Deputy Leader being appointed Environment Portfolio Holder.

\*13 Committees

Councillor Mike Green, Leader of the Independents Plus One Group, stated that he believed the Asset Management Forum to be under-resourced and hoped that consideration could be given to including a member from one of the opposition groups on the Forum to help it to progress.

**RESOLVED**

- (1) that Committees be established for the municipal year as set out in Articles 7, 8 and 9 of the Constitution ,
- (2) that the size and terms of reference for those Committees be as set out in Articles 7, 8 and 9 of the Constitution.
- (3) that the membership of the Standards Committee be confirmed, namely:

**Council representatives:** Chairman of the Council, Councillors Peter Bowden, Geoff Chamberlain and Ann Liverton.

**Independent representatives:** Mr E Butt, Mr R Davidson and Ms A Willan.

and **Parish/Town Council representatives:** Councillors S Pollentine and C Richards.

(There is currently a Parish/Town Council representative vacancy).

- (4) that the non-Councillor membership of the Housing Review Board be confirmed for a further term, namely,

**Tenant and/or Leaseholder representatives:** Mrs A Bickham, Mr T Brown, Mr V Kemp, Mrs C Morrison and Mrs S Saunders

and **Independent Community representatives:** Mr R Finch and Ms J Adkin

- \*14 Report of the Chief Executive in respect of:
- a) Allocation of seats to different political groups on Committees, Sub Committees, Advisory Panels/Forum
  - b) Proposed amendments to the Constitution
  - c) Annual report of the Corporate Overview and Scrutiny Committees, and the Housing Review Board
  - d) Feedback from Member Champions on key areas of work and future plans

b) Amendments to the Council's Constitution

Councillor Douglas Hull put forward a proposal contrary to the Officer's report, namely that the Housing Review Board (HRB) continue to elect its own Chairman and Vice Chairman. He asked the Council to take heed of the comments made by tenant members on the Housing Review Board earlier in the meeting. He said that the Housing Review Board had worked well and had presented well thought through recommendations to the Executive Board.

The proposal was seconded by Councillor Roger Giles who complimented Ted Brown on the comprehensive annual HRB report included in the agenda papers. He emphasised the importance of partnership working and the valued relationship between the Council and its tenants.

Councillor Jill Elson, Portfolio Holder – Communities advised that the Council was currently at a crossroads. She supported the work of the tenants and the partnership arrangement. Tenants would be further empowered through the new tenant scrutiny panel. However the Council had undertaken significant borrowing to finance building Council housing, it had to decide whether to retain its own Council stock and was to administer tenants' rent and how this was to be used. The current housing stock was a huge financial commitment and represented a calculated debt of £82M. As a result of this change in financial responsibility, the Council believed it was prudent to appoint an elected Councillor as Chairman to the HRB to provide leadership and direction in respect of these key housing decisions. The work of tenants to date was valued but it was the elected members who were accountable to the public.

Councillor Ann Liverton, former Chairman of the HRB was saddened by the proposed change. She referred to the dedication of the Tenant Chairman. She reminded the Council that the HRB did not have the power to make decisions, only recommendations for the Executive Board to consider. She said that Central Government was promoting 'grass roots' power within communities. She believed that the Council's HRB was an innovative example of partnership working and the proposed change to the way the Chairman was elected could damage this working relationship.

Councillor Vivienne Ash, current member of the HRB believed that changing the Constitution to enable the Council to elect the Chairman was a retrograde step and could undo the good work already achieved. She asked the Council to delay the decision and take time to consult with the Board.

Other speakers reiterated comments made and supported the work of the HRB and the importance of working with the public and gaining their trust.

Councillor Andrew Moulding, Portfolio Holder – Resources respected the work that the HRB had carried out to date but it now needed to be led by an elected member with collective responsibility.

- \*14 Report of the Chief Executive (cont)..  
b) Amendments to the Council's Constitution (cont)..

The Leader said that she was grateful to the tenant representatives for their commitment. She advised that the HRB had been set up under different circumstances than those of today. The complex financial issues to be considered by the HRB in the next few years required an elected member as Chairman. The intention was to continue the work of the Board and to work closely with tenant and independent members.

The proposal was put to the vote and lost.

The recommended changes to the Constitution as printed in the report were then put to the vote and were carried.

The following Councillors asked for their vote against the changes to the Constitution to be recorded:

Vivienne Ash, David Atkins, Derek Button, Geoff Chamberlain, Trevor Cope, Roger Giles, Pat Graham, Douglas Hull, Ben Ingham, John Jeffery, Marion Olive, Brenda Taylor and Steve Wragg.

The following Councillors asked for their abstention from voting in respect of changes to the Constitution to be recorded:

Bob Buxton, John Humphreys, Ann Liverton and Darryl Nicholas.

- c) Annual report of the Overview and Scrutiny Committees

The Chairman invited Councillor Ray Bloxham, Chairman of the Co-ordinating Committee to address the Council on the work carried out by the Overview and Scrutiny Committees during the year. Councillor Bloxham gave tribute to the Democratic Services Officers who very ably serviced the four Overview and Scrutiny Committee. He gave particular mention to Debbie Meakin who had helped promote and co-ordinate the Council's scrutiny function.

He thanked his Vice Chairman, Councillor Bob Peachey for his experience and help and the Chairmen and Vice Chairmen of the other Overview and Scrutiny Committees. They had worked well together and had earmarked issues to take forward for the benefit of the people of East Devon.

He acknowledged the Councillors who attended the meetings of the Overview and Scrutiny Committees as observers and thanked them for their interest and involvement.

In turn, the Chairman of the Council thanked Councillor Bloxham for the way he was co-ordinating the scrutiny function and for his excellent chairmanship. He also thanked the Chairman of the Housing Review Board for his report which was included within the agenda papers.

- d) Member Champions

The Member Champion reports had been included within the agenda papers.

In reply to a comment about the need for a Tourism Champion, Councillor Ray Franklin, Portfolio Holder – Strategic Planning and Regeneration advised that tourism was an important business within East Devon and therefore was dealt with appropriately and fully by the Business Champion. Councillor Graham Godbeer, Portfolio Holder – Economy confirmed that tourism was one of his key areas and had already spoken with the Business Champion about its promotion.

- \*14 Report of the Chief Executive (cont)..  
 d) Member Champions (cont)..

In reply to a comment, the Design and Heritage Champion confirmed that he worked well with the EDDC's Conservation Team with occasional healthy differences of opinion.

The Leader acknowledged the work of all of the Champions and thanked them for their valued input.

**RESOLVED**

- (1) (a) that the allocation to different political groups of seats to be filled by the Council, in accordance with political balance rules, be determined as follows in respect of Overview, Scrutiny, Regulatory and other Committees:

Conservative Group	(42 Members)	71.19%	86
Liberal Democrats Group	(10 Members)	16.95%	20
Independents Plus One	( 7 Members)	11.86%	16

**Total** **(59 Members)** **122**

(The political balance rules do not apply to the Executive Board or the Standards Committee).

- (b) that the allocation of seats on individual overview, scrutiny, regulatory and other committees be as set out on Page 18 of the agenda,
- (2) that the political balance for Advisory Panels/Forum/Steering Boards and Joint Bodies set out at Pages 19 and 20 of the agenda, (subject to reference to the Rationalisation Panel being corrected to read that the Panel is made up of 5 Councillors from the largest group and 2 from the other than largest groups), be agreed,
- (3) that the following amendments to the Constitution be approved with the Chief Executive being given delegated authority to make consequential drafting amendments to the Constitution in line with the report and keep it up-dated to reflect minor/consequential amendments required by legislative change,
- (a) The Constitution be up-dated to reflect changes in Corporate Director/Head of Service responsibilities already agreed in respect of Streetscene and Planning/Building Control services,
- (b) Article 3.01 (a) – Citizens Rights – voting and petitions – be amended to reflect the new legal rights and to note where the Council's scheme in respect of e-petitions may be found, once made,
- (c) Article 9 be amended to provide that independent and parish council members on the Standards Committee may serve for up to two terms of four years,

## \*14 Report of the Chief Executive (cont)..

- (d) Housing Review Board – the Chairman to be appointed at the annual meeting of the Council (similar arrangement to that already in place in respect of the other Overview and Scrutiny Committees) with the Housing Review Board appointing its own Vice Chairman,
  - (e) The Members' Planning Code of Good Practice be updated with the revised version and the Code of Conduct for employees up-dated with material relating to officer conduct,
- (4) that the annual reports of the Corporate Overview and Scrutiny Committees, the Housing Review Board be received and noted,
- (5) that the feedback from individual Member Champions on key areas of work that they had been involved with during the year and their future plans be noted.

## \*15 Chairmen and Vice Chairmen of Committees

The Leader proposed Chairmen and Vice Chairmen of the Committees as set out on Page 50 of the agenda, subject to Councillor Steve Wragg being the nominee for the position of Vice-Chairman of the Economy Overview/Scrutiny Committee.

**RESOLVED** that the following be appointed as the Chairmen and Vice-Chairmen of the Committees indicated below for the ensuing year:-

Committees	Chairman	Vice-Chairman
Overview and Scrutiny Co-ordinating	Ray Bloxham	Bob Peachey
Communities Overview/Scrutiny	Helen Parr	Darryl Nicholas
Economy Overview/Scrutiny	Graham Troman	Steve Wragg
Service Delivery/Performance Overview/Scrutiny	John Humphreys	Frances Newth
Housing Review Board	Pauline Stott	To be appointed by the HRB
Development Management and Planning Inspections	Paul Diviani	Andrew Dinnis
Audit and Governance	Ken Potter	Tim Wood
Interviewing (Chief Officers)	Leader	Deputy Leader
Employment Appeals	Andrew Moulding	Graham Godbeer
Licensing and Enforcement	Chris Gibbings	Steve Hall

**NOTE:** Under the Constitution, there are specified arrangements for chairing the Standards Committee.

\*16 Appointment of Member Champions

**RESOLVED** that the following Councillors be appointed as Member Champions to assist the Portfolio Holders in driving service improvements in key areas:

Asset Management	John Humphreys
Business	Iain Chubb
Community Safety	Bob Buxton
Culture	Vivienne Ash
Customer Services	Steve Hall
Data Quality	Graham Troman
Design	Andrew Dinnis
Equalities	Vivien Duval Steer
Exmouth Town	Darryl Nicholas
Member Development	Ann Liverton
Post Offices	Ken Potter
Procurement	Mark Williamson
Risk Management	Peter Bowden
Rural	Philip Skinner
Seaton Town	Stephanie Jones
Sustainability (Eco Issues)	Frances Newth
Young People	Christine Drew

\*17 Appointment of Members to Committees

Members of the Council considered the nominations, put forward by the political groups, for membership of various committees.

**RESOLVED** that the membership of Committees for 2010/11 be as set out on **Appendix A** to these minutes.

\*18 Appointment of Members to Leader’s/Portfolio Holders ‘think tanks’

**RESOLVED** that the membership of the Leader’s/Portfolio Holders ‘think tanks’ for 2010/11 be as set out on **Appendix B** to these minutes.

\*19 Council and Committee Meetings 2010/11

**RESOLVED** that the programme of ordinary meetings of the Council, Executive Board and Committee meetings for 2010/11 be approved as set out on **Appendix C** to these minutes.

\*20 Appointment of Steering Boards, Forum, Panels, and Joint Bodies

**RESOLVED** that appointments be made to Steering Boards, Forum, Panels, Joint Bodies for 2010/11 as set out on **Appendix D** to these minutes.

\*21 Outside Bodies

**RESOLVED** that appointments and nominations to various bodies be made for 2010/11 as set out in **Appendix E** to these minutes.

Chairman ..... Date .....