

AGENDA

GENERAL PURPOSES GROUP MEETING



Date: Monday 27 April 2015
Time: 10.00 am
Venue: Town Hall, High Street,
Maidstone

Membership:

Councillors Mrs Gooch, Mrs Hinder, Mrs Parvin,
Vizzard (Vice-Chairman) and P Watson

Page No.

1. Apologies for Absence
2. Notification of Substitute Members
3. Notification of Visiting Members
4. Election of Chairman
5. Disclosures by Members and Officers
6. Disclosures of Lobbying

Continued Over/:

Issued on 17 April 2015

The reports included in Part I of this agenda can be made available in **alternative formats**. For further information about this service, or to arrange for special facilities to be provided at the meeting, **please contact Poppy Brewer on 01622 602242**. To find out more about the work of the Committee, please visit www.maidstone.gov.uk

**Alison Broom, Chief Executive, Maidstone Borough Council,
Maidstone House, King Street, Maidstone, Kent ME15 6JQ**

7. To consider whether any items should be taken in private because of the possible disclosure of exempt information
8. Minutes of the Meeting Held on 8 December 2014 1 - 3
9. Nominations to Outside Bodies 4 - 14

MAIDSTONE BOROUGH COUNCIL

GENERAL PURPOSES GROUP

MINUTES OF THE MEETING HELD ON MONDAY 8 DECEMBER 2014

Present: Councillor Parvin (Chairman), and
Councillors Ash, Mrs Gooch, Mrs Hinder, Vizzard and
P Watson

34. **APOLOGIES FOR ABSENCE**

It was noted that apologies for absence had been received from Councillor Mrs Parvin.

35. **NOTIFICATION OF SUBSTITUTE MEMBERS**

The following Substitute Member was noted:

Councillor Ash for Councillor Mrs Parvin.

36. **NOTIFICATION OF VISITING MEMBERS**

There were no Visiting Members.

37. **DISCLOSURES BY MEMBERS AND OFFICERS**

There were no disclosures by Members or Officers.

38. **DISCLOSURES OF LOBBYING**

There were no disclosures of lobbying.

39. **EXEMPT ITEMS**

RESOLVED: That the items on Part II of the agenda be taken in private as proposed.

40. **MINUTES OF THE MEETING HELD ON FRIDAY 21 NOVEMBER 2014**

RESOLVED: That the Minutes of the meeting held on 21 November 2014 be approved as a correct record and signed.

41. **REPORT OF THE DIRECTOR OF REGENERATION AND COMMUNITIES -
COUNCIL TAX TAX BASE 2015 16**

The Head of Finance and Resources introduced a report setting out the information available on the Tax Base as at 6 October 2014 for Council Tax purposes. The report identified potential changes to that Tax Base which could be expected in the forthcoming year and recommended the Tax Base for 2015-16 as 56974.3.

In response to questions Members were informed that:

- Band D is taken to be the Council Tax Base rate, with other bands proportionally higher or lower as measured in ninths.
- With unemployment rates falling there was an expectation that claims for Council Tax Support would also decrease.
- The in-year collection rate for Council Tax was on average 97%, but arrears continued to be pursued into subsequent years, making the long term non-collection rate 1%.

RESOLVED:

1. That in accordance with the Local Authority (Calculation of Council Tax Base) (England) Regulations 2012, the amount calculated by this Authority as its Council Tax Base for the year 2015-16 shall be 56974.3.
 2. That in accordance with the Local Authority (Calculation of Council Tax Base) (England) Regulations 2012, the amount calculated by this Authority as the Council Tax Base for each Parish area as identified in Appendix B to the report of the Director of Regeneration and Communities for the year 2015-16 be approved.
42. **REPORT OF THE HEAD OF POLICY AND COMMUNICATIONS - JOINT INDEPENDENT REMUNERATION PANEL APPOINTMENT OF INDEPENDENT MEMBER**

The Group considered the report of the Head of Policy and Communications concerning the appointment of an Independent Member to serve on the Joint Independent Remuneration Panel, and setting out details of the recent appointment of a representative from the Chamber of Commerce.

The Group was asked to consider the application received, interview the candidate and appoint an Independent Member.

In order to consider the information contained in the exempt appendix to the report of the Head of Policy and Communications (the application form and reference), and interview the candidate in private, the Group:

RESOLVED: That the public be excluded from the meeting for the following items of business because of the likely disclosure of exempt information for the reason specified having applied the Public Interest Test:-

Head of Schedule 12 A and Brief Description

Exempt Appendix to the Report of the Head of Policy and Communications	1 - Individual
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Interview for the Appointment of Independent Member	1 - Individual
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Having considered the information contained in the application form and reference, and interviewed the candidate, the Group:

RESOLVED: That Mr Stephen Golding be appointed as an Independent Member of the Joint Independent Remuneration Panel until 7 December 2017.

43. DURATION OF MEETING

10.01 a.m. to 10.51 a.m.

Agenda Item 9

MAIDSTONE BOROUGH COUNCIL

GENERAL PURPOSES GROUP

27 APRIL 2015

REPORT OF HEAD OF FINANCE AND RESOURCES

Report prepared by Poppy Brewer

1. NOMINATIONS TO OUTSIDE BODIES

1.1 Issue for Decision

1.1.1 To consider nominations received for Outside Bodies.

1.2 Recommendation of the Head of Finance and Resources

That the nominations set out in the report be considered by the Group.

1.3 Reasons for Recommendation

1.3.1 The nominations to Outside Bodies to be made are listed below and copies of the Nomination Forms received are attached at Appendix A and the Job Specification Forms are attached at Appendix B.

1.3.2 Maidstone Area Arts Partnership

Vacancy: 1 x Committee Member

The term of office started 9 April 2015 for a term of one year.

A nomination has been received from Councillor David Pickett.

Recommended: That the Group make an appointment to the vacancy with Maidstone Area Arts Partnership.

1.3.3 Rochester Bridge Trust

Vacancy: 1 X Trustee

The term of office started 1 April 2015 for a term of four years.

A nomination has been received from Councillor Derek Butler.

Recommended: That the Group make an appointment to the vacancy with Rochester Bridge Trust.

1.4 Alternative Action and why not Recommended

- 1.4.1 The Group could decide not to appoint to Outside Bodies but this is not recommended as representation within the Community is an important role.

1.5 Impact on Corporate Objectives

- 1.5.1 Appointing to the Outside Bodies in the report will allow Councillors to act as advocates for community issues and represent the Council on bodies that make a difference to the local community. This supports the corporate values.

1.6 Risk Management

- 1.6.1 The Committee will need to consider the potential risk to the Council's reputation when making appointments to the bodies listed. A Scrutiny Review of Outside Bodies identified the importance of monitoring appointments and ensuring Members are fully aware of the role required.

1.7 Other Implications

1.7.1

1. Financial
2. Staffing
3. Legal
4. Equality Impact Needs Assessment
5. Environmental/Sustainable Development
6. Community Safety
7. Human Rights Act
8. Procurement
9. Asset Management

1.8 Relevant Documents

1.8.1 Appendices

1.8.2 Appendix A – Nomination Forms received

1.8.3 Appendix B – Job Specification forms

1.8.4 Background Documents

1.8.5 None.

IS THIS A KEY DECISION REPORT?

Yes

☐

No

☒

If yes, when did it first appear in the Forward Plan?

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This is a Key Decision because:

.....

Wards/Parishes affected:

.....

Date 09.04.2015

Appendix A

NAME:	David Pickett
ADDRESS:	140 BOWER STREET MAISTON KENT ME16 8BE
TELEPHONE NO:	01622 681889 / 07763 073600
NAME OF ORGANISATION APPLYING FOR:	MAISTON AREA ARTS PARTNERSHIP
ROLE APPLYING FOR:	MEMBER
REASON FOR APPLYING:	I HAVE BEEN A MEMBER SINCE 2002 TO 2014 AND WISH TO CONTINUE. MY NATURAL INCLINATION IS TO SUPPORT ALL ASPECTS OF ART AND CULTURE IN MAISTON. I AM KEEN THAT CULTURE IS BETTER PROMOTED IN THE BOROUGH.
WHAT SKILLS AND EXPERIENCE COULD YOU BRING TO THE ORGANISATION?:	} PLEASE SEE SEPARATE / CONTINUATION SHEET.

MEMBERS OF THE GENERAL PURPOSES GROUP REQUIRE THAT THIS FORM IS COMPLETED IN MUCH THE SAME WAY AS A JOB APPLICATION FORM. SO YOUR RESPONSES TO THE QUESTIONS NEED TO BE AS DETAILED AS POSSIBLE OR YOUR APPLICATION MAY NOT BE CONSIDERED BY THE GROUP

Please attach a continuation sheet if required

David Pickett: CV for MAAP [Continuation sheet]

- 1 I have been a MAAP member since 2002
- 2
- 3 Events and promotions organiser
- 4
- 5 Maker of amateur films 1967 -1978
- 6
- 7 Member of the English Civil War Society [re-enactments] 1973 – present day.
- 8
- 9 Special events catering Manager.
- 10
- 11 A member of the Maidstone River Festival Committee.
- 12
- 13 Organised and promoted with TCM / MBC the Battle of Maidstone [1648] in 2008
- 14
- 15 I have sponsored Art exhibitions at Maidstone Museum.
- 16
- 17 I am a member on the Maidstone Town Team [events]
- 18
- 19 I staged with Churches Together in Maidstone a special service to commemorate the start of WW1 in Brenchley Gardens [August 2014]
- 20
- 21 A member on the WW1 Steering group

Culture and the arts can be supported in many different ways and in many forms. Culture should be the life blood of the town as it can generate income and well-being for all participating residents in the Borough. A vibrant Culture is the key to a good economy and a good place to live and work.

- 22 David Pickett 2015

NOMINATION FORM TO OUTSIDE BODYDate ...9th April 2015.....

NAME:	Cllr Derek Butler
ADDRESS:	11, Celestine Close Walderslade, Chatham, Kent. ME5 9NG
TELEPHONE NO:	01634 684854 0773 9806793
NAME OF ORGANISATION APPLYING FOR:	Rochester Bridge Trust
ROLE APPLYING FOR:	MBC Representative on The Rochester Bridge Trust
REASON FOR APPLYING:	I have in-depth knowledge of The Rochester Bridge Trust. The significance, historically and economically, of the Trust for Maidstone and Medway. I have been the Treasurer of The Lower Medway Archaeological Research Group and I have frequently been invited to the Trust and equally have had members of The Trust give lectures to the Archaeology Group.
WHAT SKILLS AND EXPERIENCE COULD YOU BRING TO THE ORGANISATION?:	I have been involved in day to day banking when employed by British Coal and am fully aware of investment strategies to apply to superannuation funds – long term investments. The term of the appointment will coincide with me being Deputy Mayor and Mayor of Maidstone. I would like to promote The Trust during those appointments

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Please attach a continuation sheet if required

OUTSIDE BODIES – JOB SPECIFICATION FORM

DATE	27 April 2015
NAME OF ORGANISATION	Maidstone Area Arts Partnership
TYPE OF ORGANISATION, eg Charity	Charity
CONTACT DETAILS	NAME: Linda Anderson <hr/> ADDRESS 12 Cavendish Way, Bearsted Maidstone Kent ME15 8PN <hr/> TELEPHONE NO: 01622 631586 <hr/> EMAIL: 1@linjoy12.plus.com WEBSITE: www.maidstineareaartspartnership.org.uk
Mission and Objectives of Organisation	OUR VISION Individuals and communities in Maidstone flourishing through the contribution of Arts and Culture OUR MISSION To represent and promote arts and culture in Maidstone and participate as a proactive partner in its artistic and cultural development KEY OBJECTIVES <ul style="list-style-type: none"> • Help members flourish • Fully represent arts organisation in the Maidstone area • Improve public awareness of artistic and cultural activities and its benefits to individuals and communities • Contribute to development of artistic and cultural initiatives for individual and wider community benefit • Partner with key agencies to implement artistic and cultural initiatives for individual and wider community benefit • Secure financial viability
Role and responsibility of the Council representative eg Observer, Trustee, Director	Observer + To report to the partnership activities proposed or being undertaken by MBC that are pertinent to the aims and objectives of MAAP. To provide feedback and where appropriate take action on issues raised by MAAP members. To advise MAAP on proposed actions so that they are mutually beneficial to MBC, the wider community and MAAP
What do you hope to achieve	Recognition of the role that the arts can make to realising the

through the relationship?	aspirations of MBC and its residents. Mutual support in realising each others aims and objectives
How often does the Organisation meet?	Quarterly, plus ad hoc meetings of working parties
Desirable skills and experience from the Council's representative	Knowledge of a range of MBC activities including but not limited to community development and economic regeneration. Ability to communicate MBC position to partner organisations Support for the arts and an Aability and desire to present MAAP concerns effectively within MBC Ability to attend evening meetings
Terms of Reference Attached?	NO – Do not exist
Any other information the Organisation wishes to add?	MAAP take an active role in the Town Team, supporting all sub teams and taking a lead on most projects. MAAP are also promoting the use of the arts to enhance individual and community wellbeing. They are doing this in consultation with other voluntary groups and with MBC support(Sarah Robson and Zena Cooke)

OUTSIDE BODIES – JOB SPECIFICATION FORM

DATE	27 April 2015
NAME OF ORGANISATION	Rochester Bridge Trust
TYPE OF ORGANISATION, eg Charity	Charity
CONTACT DETAILS	<p>NAME: Mrs. Sue Threader</p> <hr/> <p>ADDRESS The Bridge Chamber 5 Esplanade Rochester ME1 1QE</p> <hr/> <p>TELEPHONE NO: 01634 843457 / 01634 846706</p> <hr/> <p>EMAIL: bridgeclerk@rbt.org.uk</p> <hr/> <p>WEBSITE: www.rbt.org.uk</p>
Mission and Objectives of Organisation	<p>To maintain and improve the road bridges at Rochester at no cost to the public</p> <p>Making of limited grants for education and historic building restoration</p>
Role and responsibility of the Council representative eg Observer, Trustee, Director	Trustee
What do you hope to achieve through the relationship?	Continuation of the historic representation of local people of Maidstone (since the 8 th century) in the provision of Rochester Bridge
How often does the Organisation meet?	Approx. 8-10 times p.a.
Desirable skills and experience from the Council's representative	<p>Commitment to work and history of the Trust</p> <p>Independence</p> <p>Specialism in investment management preferred</p>
Terms of Reference Attached?	1999 Charity Commission Scheme
Any other information the Organisation wishes to add?	

