



# FARNHAM TOWN COUNCIL

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Report  
Full Council

29<sup>th</sup> April 2021

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## Election of Working Groups 2021/22

- 1 Councillors have identified preferences for the Working Groups for 2021/22 in accordance with Standing Order 15.1 e. These are attached at Annex 1, in order of preference for each Working Group as indicated by each councillor.
- 2 Some councillors expressed a preference for only the Working Groups for which they were interested whilst others have given a priority listing for all the Working Groups. This does not mean they are expected to serve on every Working Group and may wish not to take up a provisional allocation as the workload would be high.
- 3 Standing Order 15.1 f states that the overall membership of the Working Groups will reflect as closely as possible the political make-up of the Council with the intention that as broad a range of councillors as possible is represented. By convention the Mayor is not appointed to Working Groups and can attend any Group ex-officio.
- 4 There are four Working Groups plus two Standing Task Groups (HR Panel) and the Planning and Licensing Consultative Group. Standing Order 15 f suggests (not mandatory) how places are to be allocated to ensure that those who are not members of the majority group are fairly represented. As such, with currently 4 out of 18 councillors, those who are not part of the majority group should have [at least] 22% of the available places or five places between the four Working Groups and representation on the Panels and Task Groups where possible. In practice, the Council has normally chosen councillors willing to serve rather than managing places proportionately. If a Task Group has more councillors wishing to serve than places available one place will be prioritised for a councillor not part of the majority group.
- 5 Councillors are invited to opt for or nominate for the remaining places, or withdraw if this is appropriate where there are more places than candidates. If there are more candidates than places available an election will take place for the vacant places only.

## Working Groups

- 6 As a result of the preference exercise, Eight councillors expressed an interest in the Strategy & Finance Working Group, all of whom put the Working Group as a first preference. It is proposed that four of the five majority group councillors should be appointed and two of the three non-majority group be appointed. As a reminder, Lead Members of Working Groups are also Members of Strategy & Finance ex officio if not previously appointed.
- 7 In relation to the remaining Working Groups the following expressions of interest were received.

- **Community Enhancement Working Group** – Seven preferences for six places, three of whom put the Working Group as their first preference. Cllr Dunsmore would be deemed appointed as the only non-majority group councillor with a first preference, and the four majority group councillors expressing a preference would be appointed with a vote to select the remaining places from two other non-majority group councillors.
- **Cemeteries and Appeals Working Group** – There are seven preferences for six places. As such the proposal is that the six councillors expressing preferences 1-3 would be deemed to be appointed. Cllr Merryweather expressing a fourth preference would not be appointed.
- **Tourism and Events Working Group** – There are eight preferences for six places and as Cllr Mirylees would be deemed appointed as her first preference, and four of the five other majority group councillors should be appointed. One of the non-majority group councillors should be appointed – Cllr Cockburn as her fourth preference would not be appointed. A vote needs to be taken as to which four majority councillors expressing a second preference be appointed.
- **Planning & Licensing Consultative Group** – Six councillors have expressed a preference for the nine places available. The aim is, if possible, to have one councillor from each ward. Council may wish to appoint the nine councillors who have expressed a preference to be on the Consultative Group or elect one councillor per ward. The wards not currently represented are Castle, Shortheath & Boundstone, Weybourne & Badshot Lea.
- **HR Panel** – There are seven preferences for six places. The HR Panel has previously requested that the panel (as far as possible) retains consistency during the life of the Council. Six places should be appointed.
- **Services to Farnham Awards Panel.** The Panel meets to agree awards and to review nominations to external Trusts (such as the Dempster Trust, the Isabella Schroder Trust, the Hale Chapels Trust and the Farnham Parochial Charity) as and when vacancies occur for which the Council is to make appointments. The Mayor and Deputy Mayor are ex-officio members and there are places for two (normally) other councillors. Eddie Pearce is on the panel representing the Tindle News Group as the Awards were the Inspiration of Sir Ray Tindle CBE DL, and there is also provision for an additional independent representative.

Preferences have been received from three councillors. It is proposed that two of the three councillors be appointed.

- 8 As in previous years, it is proposed that Council is adjourned briefly so that each Working Group can elect its Lead Member to confirm the composition of the Strategy & Finance Working Group.

**Recommendation: It is recommended that Council be adjourned for the holding of meetings of the Working Groups to elect Lead Members.**

### **Task Groups**

- 9 All Task Groups cease at the end of a Council year Council needs to confirm if the Task Groups are to be reconvened. The HR Panel (technically a Task Group of both Strategy and Finance and Council) and the Services to Farnham Awards Panel are Standing Panels and are expected to continue whilst the remaining Task Groups need a formal resolution to be re-established.

**It is recommended that the following be re-established as there is work to be done:**

- **Assets Task Group**
- **Community Infrastructure Levy/Section 106 Task Group**
- **Infrastructure Planning Task Group**
- **Trees and Hedgerows Task Group**
- **Well-being Task Group**
- **Younger People Task Group**

10 Subject to Council's decision on Task Groups, the appointment to Task Groups will need to be agreed. In accordance with Standing Order 15 (f) membership of task groups does not need to conform to the political make-up of the council although in practice there should always be a space for the non-majority group on each Task Group. Other people outside the Council can be appointed to or co-opted onto Task Groups.

11 Subject to the decision on paragraph 8:

- The Well-being Task Group has two preferences for five places; Proposal that both be appointed with vacancies to be filled.
- The Infrastructure Planning Group has four councillors offering to fill five places; Proposal that all be appointed with the remaining vacancy to be filled.
- The Assets Task Group has six members for the five places; Proposal that council determine whether all six be appointed in view of workload in the year ahead or agree which five be appointed.
- The CIL/Section 106 Task Group has three preferences for the five places; Proposal that all three be appointed with the remaining two vacancies filled.
- The Trees and Hedgerow Strategy Task Group has one member offering to fill five places. Proposal that the work of the group be absorbed withing Strategy & Finance.
- Younger People Task Group. Five councillors for five places; Proposal all five be appointed.

Annex I has the proposals for each Task Group for consideration by Council.

## **Recommendation**

**It is recommended that:**

- 1) **the candidates for the Strategy & Finance, Cemeteries and Appeals, Community Enhancement and Tourism and Events Working Groups be appointed as set out in Annex I along with any additional councillors to fill the remaining vacancies as set out in paragraph 4 -7 above;**
- 2) **the councillors willing to be on the Planning and Licensing Consultative Group be appointed;**
- 3) **the Working Groups elect their Lead Members (in order to do which the meeting be adjourned briefly) in order to confirm the complement of Strategy and Finance Working Group Members; and**
- 4) **Council determines which Task Groups be reappointed and the size and membership of each Task Group as set out in Annex I.**

# Annex I

## WORKING GROUPS 2021/22 Member Preferences

Working Group	Preferences for 2021/22	Proposal
<p><b>Strategy &amp; Finance Working Group</b></p> <p><b>(6 members plus Lead Members (LM) from working groups not already appointed to this Working Group)</b></p>	<p>Cllr David Attfield (1) Cllr David Beaman (1) Cllr Roger Blishen (1) Cllr Carole Cockburn (1) Cllr Pat Evans (1) Cllr George Hesse (1) Cllr John Neale (1) Cllr Mark Merryweather (1)</p> <p>Plus Any appointed Lead Member not already elected</p>	<p><b>1) Four of the following five majority group members be appointed:</b> Cllr David Beaman Cllr Roger Blishen Cllr Pat Evans Cllr George Hesse Cllr John Neale</p> <p><b>2) Two of the three non majority Group councillors be appointed:</b>  Cllr David Attfield (1) Cllr Carole Cockburn (1) Cllr Mark Merryweather (1)</p> <p>Plus Any appointed Lead Member not already appointed</p>
<p><b>Community Enhancement Working Group (6 members)</b></p>	<p>Cllr Paula Dunsmore (1) Sally Dickson (1) Cllr Michaela Gray (1) Cllr Mark Merryweather (2) Cllr George Hesse (2) Cllr Carole Cockburn (3) Cllr Pat Evans (4)</p>	<p><b>Proposal:</b></p> <p><b>i) Cllr Dunsmore be appointed as a councillor not part of the majority group.</b></p> <p><b>ii) The Majority Group Councillors be appointed:</b> Sally Dickson (1) Cllr Michaela Gray (1) Cllr George Hesse (2) Cllr Pat Evans (4)</p> <p><b>iii) The final place be filled by Cllr Merryweather or Cllr Cockburn</b></p>

<p><b>Tourism &amp; Events Working Group (6 members)</b></p>	<p>Cllr Kika Mirylees (1)  Cllr Pat Evans (2)  Cllr David Beaman (2)  Cllr Roger Blishen (2)  Cllr Sally Dickson (2)  Cllr John Neale (2)  Cllr Mark Merryweather (3)</p> <p>Cllr Carole Cockburn (4)</p>	<p><b>Proposal.</b></p> <p><b>1) The following be appointed:</b>  Cllr Kika Mirylees</p> <p><b>2) One of the two minority Councillors be appointed:</b>  Cllr Mark Merryweather</p> <p><b>3) Four of the five majority councillors having a second preference be appointed</b>  Cllr David Beaman  Cllr Roger Blishen  Cllr Sally Dickson  Cllr Pat Evans  Cllr John Neale</p>
<p><b>Cemeteries &amp; Appeals Working Group (6 members)</b></p>	<p>Cllr David Attfield (1)  Cllr Michaela Martin (1)  Cllr J Scotty Fraser (1)  Cllr Kika Mirylees (2)  Cllr Carole Cockburn (2)  Cllr Pat Evans (3)</p> <p>Cllr Mark Merryweather (4)</p>	<p><b>Proposal. The following be appointed:</b>  Cllr David Attfield  Cllr Michaela Martin  Cllr J Scotty Fraser  Cllr Kika Mirylees  Cllr Carole Cockburn  Cllr Pat Evans</p>
<p><b>Planning &amp; Licensing Consultative Group (9 members – including one from each ward)</b></p>	<p>Cllr Roger Blishen (<i>Bourne</i>)  Cllr John Neale (<i>Firgrove</i>)  Cllr Michaela Gray (<i>Hale &amp; Heath End</i>)  Cllr Michaela Martin (<i>Moor Park</i>)  Cllr J Scotty Fraser (<i>Upper Hale</i>)  Cllr Brian Edmonds (<i>Wrecclesham &amp; Rowledge</i>)</p> <p>Wards not yet represented:</p> <ul style="list-style-type: none"> <li>• <i>Castle,</i></li> <li>• <i>Shortheath &amp; Boundstone, Weybourne &amp; Badshot Lea,</i></li> </ul>	<p><b>Proposal:</b></p> <p><b>1) All interested councillors be appointed</b></p> <p><b>2) Additional councillors from other wards be sought</b></p> <p>Cllr Roger Blishen (<i>Bourne</i>)  Cllr John Neale (<i>Firgrove</i>)  Cllr Michaela Gray (<i>Hale &amp; Heath End</i>)  Cllr Michaela Martin (<i>Moor Park</i>)  Cllr J Scotty Fraser (<i>Upper Hale</i>)  Cllr Brian Edmonds (<i>Wrecclesham &amp; Rowledge</i>)</p>

\* Ex officio if elected as mayor

## Standing Panels

<p><b>HR Panel (Task Group of Strategy and Finance)</b></p> <p><b>(6 Members)</b></p> <p>The preference is that the Panel remain as consistent as possible for the four year term of the Council</p>	<p>Cllr David Attfield Cllr Carole Cockburn Cllr Pat Evans (1) Cllr Michaela Gray Cllr Andy MacLeod Cllr Kika Mirylees Cllr John Neale</p>	<p><b>Proposal:</b> <b>A vote is taken to appoint six of the seven councillors offering to serve on the HR Panel.</b></p>
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<p><b>Services to Farnham Awards Panel (Task Group of Council)</b></p> <p><i>Meets twice a year or as required</i></p>	<p>Mayor Deputy Mayor Cllr David Attfield Cllr Kika Mirylees Cllr Pat Evans Mr Eddie Pearce (Tindle Newspapers)</p>	<p><b>Proposal:</b> <b>The Panel comprise:</b> Mayor Deputy Mayor Mr Eddie Pearce (Tindle Newspapers) A member of the community</p> <p>And two of the following: Cllr David Attfield Cllr Pat Evans Cllr Kika Mirylees</p>
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<p><b>Task Groups (Reappointed on an annual basis if agreed by Council. Meet as required)</b></p>	<p><b>Preference for 2021/2022</b></p>	<p><b>Proposal</b></p>
<p><b>Infrastructure Planning Group</b></p> <p><b>(normally 5 members)</b></p>	<p>Cllr Carole Cockburn (1) Cllr John “Scotty” Fraser (1) Cllr Andy MacLeod (1) Cllr John Neale (1)</p>	<p><b>The following councillors be appointed:</b> Cllr Carole Cockburn Cllr John “Scotty” Fraser Cllr Andy MacLeod Cllr John Neale</p>
<p><b>Assets Task Group (Task Group of Strategy and Finance)</b></p> <p><b>Meets as required (Normally 5 members)</b></p>	<p>Cllr David Attfield (1) Cllr Pat Evans (1) Cllr George Hesse (2) Cllr Paula Dunsmore (1) Cllr Mark Merryweather (2) Cllr John Neale (2)</p>	<p><b>Proposal:</b> <b>The following councillors be appointed:</b> Cllr David Attfield Cllr Paula Dunsmore Cllr Pat Evans Cllr George Hesse Cllr Mark Merryweather Cllr John Neale</p>

<p><b>Wellbeing Task Group (Task Group of Strategy and Finance)</b></p> <p><b>(Normally 5 members)</b></p>	<p>Cllr Michaela Gray (I) Cllr John “Scotty” Fraser</p>	<p><b>The Task Group comprise:</b> Cllr Michaela Gray Cllr John “Scotty” Fraser</p> <p><b>Three vacancies</b></p>
<p><b>Community Infrastructure Levy/ Section 106 Task Group (Task Group of Strategy and Finance)</b></p> <p><b>Meets as required (Normally 5 members)</b></p>	<p>Cllr Mark Merryweather (I) Cllr George Hesse (I) Cllr Paula Dunsmore</p>	<p><b>Proposal:</b> <b>The following councillors be appointed:</b> Cllr Mark Merryweather Cllr George Hesse Cllr Paula Dunsmore</p> <p><b>Two vacancies</b></p>
<p><b>Trees and Hedgerows Group (Task Group of Strategy and Finance)</b></p> <p><b>Meets as required (Normally 5 members).</b></p>	<p>Cllr John “Scotty” Fraser</p>	<p><b>Proposal</b> <b>If there is no additional interest, the work of the Task Group feed straight into Strategy &amp; Finance.</b></p>
<p><b>Younger People’s Task Group</b></p>	<p>Cllr Paula Dunsmore Cllr Pat Evans Cllr Michaela Martin Cllr Kika Mirylees Cllr John Neale</p>	<p><b>Proposal:</b> <b>The following councillors be appointed:</b> Cllr Paula Dunsmore Cllr Pat Evans Cllr Michaela Martin Cllr Kika Mirylees Cllr John Neale</p>