

SPECIAL COUNCIL MEETING

To: All members of the Council

You are hereby summoned to attend a meeting of South Norfolk Council for the purpose of transacting the business set out in this agenda.

Yours sincerely



Trevor Holden
Managing Director

Mr G Minshull
Chairman of the Council

Mrs F Ellis
Vice-Chairman of the Council

Group Meetings

Conservatives:
Colman and Cavell Rooms at 6.00pm

Liberal Democrats:
Blomefield Room at 6.00pm

AGENDA

Date

Monday 15 July 2019

Time

8.00pm

Place

Council Chamber
South Norfolk House
Cygnet Court
Long Stratton
Norwich
NR15 2XE

Contact

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www.south-norfolk.gov.uk

This meeting may be filmed, recorded or photographed by the public; however, anyone who wishes to do so must inform the Chairman and ensure it is done in a non-disruptive and public manner. Please review the Council's guidance on filming and recording meetings available in the meeting room.

If you have any special requirements in order to attend this meeting,
please let us know in advance

Large print version can be made available

The Council's Prayer

A G E N D A

- 1 Apologies for absence**
- 2 To Receive Declarations of Interest from Members**
(please see guidance – pages 3 & 4)
- 3 Appointment of Honorary Aldermen;** (criteria attached – page 5)

A County, District or Unitary Council may, by a resolution passed by not less than two thirds of the voting members present at the meeting of the Council, confer the title of Honorary Alderman on an individual who, in the opinion of the Council, has rendered eminent service to the Council as a former councillor. The title Honorary Alderman does not confer any special privileges on the person but is intended to acknowledge the services of past Members of the Council.

South Norfolk Council has resolved to create the post of Honorary Alderman. In accordance with the agreed criteria and process (see attached), the Aldermanic Review Panel met on 3 June 2019 to make recommendations to Council, which are set out below.

Recommendation

Having reviewed the service of former South Norfolk Councillors, the Aldermanic Review Panel has nominated to the Council the following to be considered for the post of Honorary Alderman:

Vivienne Bell
David Goldson
Colin Gould
Murray Gray
Sue Thomson
Garry Wheatley

NOTE: IN ORDER TO CONFER THE TITLE OF HONORARY ALDERMAN ON AN INDIVIDUAL, NOT LESS THAN TWO THIRDS OF THE VOTING MEMBERS PRESENT AT THE MEETING OF THE COUNCIL WILL NEED TO VOTE IN FAVOUR OF THE NOMINATION

DECLARATIONS OF INTEREST AT MEETINGS

When declaring an interest at a meeting Members are asked to indicate whether their interest in the matter is pecuniary, or if the matter relates to, or affects a pecuniary interest they have, or if it is another type of interest. Members are required to identify the nature of the interest and the agenda item to which it relates. In the case of other interests, the member may speak and vote. If it is a pecuniary interest, the member must withdraw from the meeting when it is discussed. If it affects or relates to a pecuniary interest the member has, they have the right to make representations to the meeting as a member of the public but must then withdraw from the meeting. Members are also requested when appropriate to make any declarations under the Code of Practice on Planning and Judicial matters.

Have you declared the interest in the register of interests as a pecuniary interest? If Yes, you will need to withdraw from the room when it is discussed.

Does the interest directly:

1. affect yours, or your spouse / partner's financial position?
2. relate to the determining of any approval, consent, licence, permission or registration in relation to you or your spouse / partner?
3. Relate to a contract you, or your spouse / partner have with the Council
4. Affect land you or your spouse / partner own
5. Affect a company that you or your partner own, or have a shareholding in

If the answer is "yes" to any of the above, it is likely to be pecuniary.

Please refer to the guidance given on declaring pecuniary interests in the register of interest forms. If you have a pecuniary interest, you will need to inform the meeting and then withdraw from the room when it is discussed. If it has not been previously declared, you will also need to notify the Monitoring Officer within 28 days.

Does the interest indirectly affect or relate any pecuniary interest you have already declared, or an interest you have identified at 1-5 above?

If yes, you need to inform the meeting. When it is discussed, you will have the right to make representations to the meeting as would a member of the public, but you should not partake in general discussion, or vote.

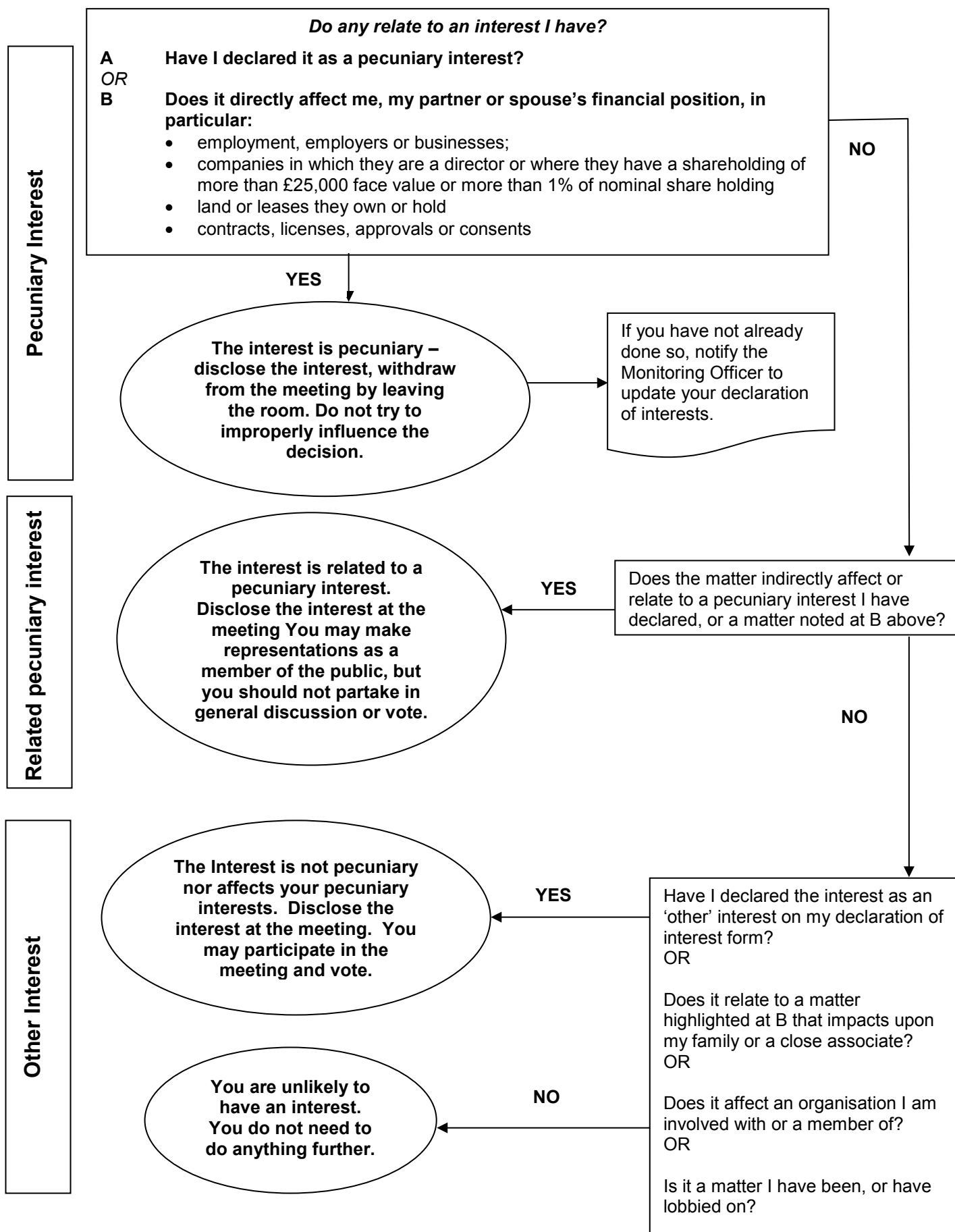
Is the interest not related to any of the above? If so, it is likely to be an 'other' interest. You will need to declare the interest but may participate in discussion and voting on the item.

Have you made any statements or undertaken any actions that would indicate that you have a closed mind on a matter under discussion? If so, you may be predetermined on the issue; you will need to inform the meeting, and when it is discussed, you will have the right to make representations to the meeting as a member of the public but must then withdraw from the meeting.

**FOR GUIDANCE REFER TO THE FLOWCHART OVERLEAF.
PLEASE REFER ANY QUERIES TO THE MONITORING OFFICER IN THE FIRST
INSTANCE**

DECLARING INTERESTS FLOWCHART – QUESTIONS TO ASK YOURSELF

What matters are being discussed at the meeting?



Criteria for Enrolment of Honorary Aldermen

1. **Qualifications Required for Enrolment**

A person shall be deemed to be eligible for consideration to be nominated to the position of Honorary Alderman if he or she:

- i) Is no longer a member of the Council and has indicated that they do not intend to stand again as a candidate for a seat on the Council, and
- ii) Has rendered eminent, or notable, service generally, or by service as Chairman, Cabinet Member, or a Chairman of a Council Committee or holding one or more senior positions on the Council in any political group.

2. **Method of Enrolment**

- 2.1 The Aldermanic Review Panel will report to Council with no more than 6 names recommended for conferment of the title of Honorary Alderman each 4 year term.
- 2.2 The Appointment of Honorary Aldermen will take place only once in every four year term of the Council, usually at a special meeting of the Council preceding the first ordinary meeting of the municipal year (i.e. July)
- 2.3 Applications for nomination as an Honorary Alderman shall be made by a Member of the Council and submitted, in writing, to Group Leaders for consideration by the Aldermanic Committee.
- 2.4 Prior to the publication of any recommendations for the award of Honorary Alderman to the special meeting of the Council, the person nominated shall be asked by the Chairman of the Council if he or she is willing to accept this recommendation for enrolment as an Honorary Alderman.

Election to the position of Honorary Alderman shall be by a resolution of the Council, passed on the recommendation of the Aldermanic Committee, by not less than two-thirds of the Members voting thereon at a meeting of the Council specially convened for the purpose by the Chairman.

3. Rights and Privileges

3.1 An Honorary Alderman shall be entitled to the following rights and privileges:

- i) to enjoy the courtesy title of “Honorary Alderman” and to be addressed as such;
- ii) to receive invitations to all Civic events to which members of the Council are invited;
- iii) to wear the Badge of Office of Honorary Alderman on Civic occasions.
- iv) on death, to have the Council flag flown at South Norfolk House at half mast.
- v) to enjoy such other privileges as the Council may confer upon them from time to time.

3.2 In the event of an Honorary Alderman resuming membership of the council, he or she shall cease to be entitled to be addressed as “Honorary Alderman” or to attend or take part in any Civic ceremonies of the Council as an Honorary Alderman.

3.3 The Council may withdraw the title of “Honorary Alderman” and the attached rights and privileges on the recommendation of the Aldermanic Committee. Such withdrawal of the title shall be by resolution of the Council, passed by not less than two-thirds of the Members voting thereon at a meeting of the Council specially convened for the purpose by the Chairman.