

# The Council Meeting

Council Chamber, Town Hall  
17 October 2012 at 6.00pm

# Information for Members of the Public

## Access to information and meetings

You have the right to attend all meetings of the Council, its Committees and Cabinet. You also have the right to see the agenda, which is usually published 5 working days before the meeting, and minutes once they are published. Dates of the meetings are available at [www.colchester.gov.uk](http://www.colchester.gov.uk) or from Democratic Services.

## Have Your Say!

The Council values contributions from members of the public. Under the Council's Have Your Say! policy you can ask questions or express a view to meetings, with the exception of Standards Committee meetings. If you wish to speak at a meeting or wish to find out more, please refer to Attending Meetings and "Have Your Say" at [www.colchester.gov.uk](http://www.colchester.gov.uk)

## Private Sessions

Occasionally meetings will need to discuss issues in private. This can only happen on a limited range of issues, which are set by law. When a committee does so, you will be asked to leave the meeting.

## Mobile phones, pagers, cameras, audio recorders

Please ensure that all mobile phones and pagers are turned off or switched to silent before the meeting begins and note that photography or audio recording is not permitted.

## Access

There is wheelchair access to the Town Hall from St Runwald Street. There is an induction loop in all the meeting rooms. If you need help with reading or understanding this document please take it to Angel Court Council offices, High Street, Colchester or telephone (01206) 282222 or textphone 18001 followed by the full number that you wish to call and we will try to provide a reading service, translation or other formats you may need.

## Facilities

Toilets with lift access, if required, are located on each floor of the Town Hall. A vending machine selling hot and cold drinks is located on the ground floor.

## Evacuation Procedures

Evacuate the building using the nearest available exit. Make your way to the assembly area in the car park in St Runwald Street behind the Town Hall. Do not re-enter the building until the Town Hall staff advise you that it is safe to do so.

Colchester Borough Council, Angel Court, High Street, Colchester  
telephone (01206) 282222 or textphone 18001 followed by the full number you wish  
to call

e-mail: [democratic.services@colchester.gov.uk](mailto:democratic.services@colchester.gov.uk)

[www.colchester.gov.uk](http://www.colchester.gov.uk)

# COLCHESTER BOROUGH COUNCIL

**TO ALL MEMBERS OF THE COUNCIL**

5 October 2012

You are hereby summoned to attend a meeting of the Council to be held at the Council Chamber, Town Hall on **17 October 2012 at 6:00pm** for the transaction of the business stated below.



Chief Executive

## AGENDA

**This is a Special Meeting of Council to consider the items of business set out below only.**

### **Apologies**

Honorary Alderman Mrs Joyce Brooks, Richard Gower, Rod Green, David Holt, Sir Bob Russell MP, Westley Sandford MBE, Jenny Stevens, Ivan Trusler, Tony Webb.

### **Pages**

#### **1. Welcome and Announcements**

(a) The Mayor to welcome members of the public and Councillors and to invite the Chaplain to address the meeting. The Mayor to remind all speakers of the requirement for microphones to be used at all times.

(b) At the Mayor's discretion, to announce information on:

- action in the event of an emergency;
- mobile phones switched to off or to silent;
- location of toilets;
- introduction of members of the meeting.

#### **2. Have Your Say!**

(a) The Mayor to ask members of the public to indicate if they wish to ask a question, make a statement or present a petition on any matter relating to the business of the Council – either on an item on the agenda for this meeting or on a general matter not on this agenda (Council Procedure Rule 6(2)).

(b) The Mayor to invite contributions from members of the public who wish to address the Council on a general matter not on this agenda.

(Note: A period of up to 15 minutes is available for general statements and questions under 'Have Your Say!').

### **3. Declarations of Interest**

The Chairman to invite Councillors to declare individually any interests they may have in the items on the agenda. Councillors should consult Meetings General Procedure Rule 7 for full guidance on the registration and declaration of interests. However Councillors may wish to note the following:-

- Where a Councillor has a disclosable pecuniary interest, other pecuniary interest or a non-pecuniary interest in any business of the authority and he/she is present at a meeting of the authority at which the business is considered, the Councillor must disclose to that meeting the existence and nature of that interest, whether or not such interest is registered on his/her register of Interests or if he/she has made a pending notification.
- If a Councillor has a disclosable pecuniary interest in a matter being considered at a meeting, he/she must not participate in any discussion or vote on the matter at the meeting. The Councillor must withdraw from the room where the meeting is being held unless he/she has received a dispensation from the Monitoring Officer.
- Where a Councillor has another pecuniary interest in a matter being considered at a meeting and where the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the Councillor's judgment of the public interest, the Councillor must disclose the existence and nature of the interest and withdraw from the room where the meeting is being held unless he/she has received a dispensation from the Monitoring Officer.
- Failure to comply with the arrangements regarding disclosable pecuniary interests without reasonable excuse is a criminal offence, with a penalty of up to £5,000 and disqualification from office for up to 5 years.

#### **4. Honorary Aldermen**

**1**

A... Motion that in pursuance of the provisions of Section 249 of the Local Government Act 1972, this Council confers the title of "Honorary Alderman" on former Councillors John Gordon Bouckley, John Christopher Garnett and William Henry Forester Spyvee in recognition of their loyal and eminent service as Members of the Council and its constituent authority.

B.. The Mayor to present an illuminated transcript of the resolution to Honorary Aldermen Bouckley, Garnett and Spyvee.

C... Honorary Aldermen Bouckley, Garnett and Spyvee to respond.

Details of the ceremony are attached for information.

#### **5. Exclusion of the Public**

In accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public, including the press, from the meeting so that any items containing exempt information (for example confidential personal, financial or legal advice), in Part B of this agenda (printed on yellow paper) can be decided. (Exempt information is defined in Section 100I and Schedule 12A of the Local Government Act 1972).



## **CEREMONY FOR THE APPOINTMENT OF HONORARY ALDERMEN**

- Former Councillors Bouckley, Garnett and Spyvee, Councillors and Honorary Aldermen to arrive at the Town Hall from around 5.30 pm. Robing will take place in the West Committee Room (for the ladies) and the North Committee Room (for the gentlemen). Councillors and Honorary Aldermen then proceed to the Council Chamber as for an ordinary Council meeting: i.e. not in procession.
- Seating will also be available in the Grand Jury Room prior to the meeting commencing.
- Former Councillors Bouckley, Garnett and Spyvee will be invited to the Mayor's Parlour and asked to participate in the procession into the Council Chamber behind the mace at 6 pm.
- The Mayor will process into the Council Chamber and open the Special Council meeting.
- Honorary Aldermen will be seated around the central well of the Council Chamber, facing the dais, former Councillors Bouckley, Garnett and Spyvee will be allocated seats with their backs to the dais and a microphone will be provided for the use of those wishing to speak.
- Seating will be available at the rear of the Council Chamber or in the public gallery for a limited number of personal guests of the former Councillors as well as members of the public and the media.
- Following any Have Your Say! contributions, the Mayor will invite Councillor Turrell, Leader of the Council, to propose the Motion to appoint the former Councillors as Honorary Aldermen (in one Motion), and other Councillors and Aldermen may speak on the Motion. The proposal will then be put to the vote.
- Guests may wish to take the opportunity at the next stage of the meeting to take photographs.
- On the Motion being declared carried, robes will be received from the Town Serjeant in turn by Honorary Alderman Garnett, followed by Honorary Alderman Bouckley and Honorary Alderman Spyvee. The Mayor will come forward below the dais to offer his congratulations and present the transcripts of the resolution in turn to Honorary Alderman Garnett, followed by Honorary Alderman Bouckley and Honorary Alderman Spyvee.
- The Mayor will return to his seat and invite the Honorary Aldermen to respond to the Council in turn and then return to their seats.
- The Mayor will declare the meeting closed and process out. Councillors and Honorary Aldermen then leave the Council Chamber (not in procession) to remove their robes. Councillors will then reconvene in the Council Chamber and the Mayor will process in and commence the ordinary Council meeting.

**NOTE 1:** Given the special circumstances, the Mayor has agreed to allow for the taking of photographs in the Council Chamber during the proceedings of the meeting.

**NOTE 2:** Being an honorary Office of the Council, the new Aldermen do not sign the declaration book nor make any declaration or oath.

