

Crawley Borough Council

Minutes of General Purposes Committee

1 February 2010 at 7.30pm

Present:

Councillor	R D Burrett (Chair)
Councillor	C R Eade (Vice-Chair)
Councillors	M L Ayling, ALI Burke, A C W Crane, D G Crow, R A Lanzer, A J E Quirk, J G Smith and L A Walker

Officers Present:

Ann-Maria Brown	Head of Legal and Democratic Services
Mez Matthews	Democratic Services Officer
Andrew Oakley	Electoral Services Manager

12. Minutes

The minutes of the meeting of the Committee held on 5 October 2009 were approved as a correct record and signed by the Chair.

13. Members' Disclosure of Interests

The following disclosures of interests were made by Members:-

Member	Minute Number	Subject	Nature of Disclosure
Councillor M L Ayling	Minute 14	Polling Stations for 2010 Elections	Personal and Non-Prejudicial Interest in the item as she worked at Bewbush Community Primary School.
Councillor R D Burrett	Minute 14	Polling Stations for 2010 Elections	Personal and Non-Prejudicial Interest in the item as he was the Chair of Governors at Bewbush Community Primary School.

14. Polling Arrangements for 2010

The Committee considered report LDS/15 of the Head of Legal and Democratic Services which considered the issues which had arisen following the last Polling District review and made recommendations for polling in advance of the General Election and Borough Council Elections. A review of the whole Borough would be undertaken in 2011.

Although the report considered the polling places in 5 wards, changes were only proposed for Bewbush, Northgate and Pound Hill South and Worth Wards. Issues had also been raised concerning West Green Ward and Three Bridges Ward but no changes were proposed for those wards at this stage.

The Electoral Services Manager informed the Committee that Ward Members had been fully consulted on the proposals and had raised no objection to the changes. The Committee considered the report and approved the proposed changes to the Scheme of Polling Places.

RESOLVED

That the following changes to the Scheme of Polling Places be made:

- (a) Bewbush (LA) – change from Bewbush Children and Family Centre, Dorsten Place to Bewbush Primary School, Dorsten Place until the new Bewbush Community Centre is available.
- (b) Northgate (LIA) – change from Northgate Primary School, Green Lane to Northgate Community Centre, Barnfield Road.
- (c) Pound Hill South and Worth (LKB) – change from Pupil Referral Unit, Turners Hill Road to St Edward the Confessor Church Hall, Hillcrest Close.

15. Changes to the Constitution

The Committee considered the changes to the Constitution before them along with the further report which had been circulated separately to the agenda, outlining a further amendment. It was agreed that the change proposed to bullet point (d) on page 154 in the supplemental report be amended slightly to read "Appointment of authorised officers to carry out the Council's responsibilities under the Sea Fishing (Illegal, Unreported and Unregulated Fishing) Order 2009".

RESOLVED

That the Full Council be recommended that, subject to any comments received from the Cabinet with regard to its functions, the amendments to the Constitution proposed in Appendix 1 to these minutes be agreed.

16. Closure of Meeting

With the business of the Committee concluded, the Chair declared the meeting closed at 7.55pm.

R D BURRETT
Chair

APPENDIX 1

CHANGES TO THE CONSTITUTION

Function	Proposed amendment	Reason for amendment
Article 4 – the Full Council – Page 16	<p>Amend the wording of the 5th Policy Framework Document as follows:</p> <p>“Adopting, approving, amending, modifying, revising, varying, withdrawing or revoking alterations and development plan documents (under Section 17 of the Planning and Compulsory Purchase Act 2004) which together form the Local Development Plan including</p> <p>(i) the approval for the purposes of public consultation in accordance with regulation 27 of the Town and Country Planning (Local Development) (England) (Amendment) Regulations 2008, of draft proposals associated with the preparation of alterations to, or the replacement of, a development plan</p> <p>(ii) the adoption of Local Development Documents in accordance with Section 17(8) of the Planning and Compulsory Purchase Act 2004.</p> <p>Functions relating to Supplementary Planning Documents remain the responsibility of the Cabinet.”</p>	<p>To reflect the Town and Country Planning (Local Development) (England) (Amendment) Regulations 2008.</p> <p>Amended wording in bold.</p>
Article 15 – Review and Revision of the Constitution - Page 44	<p>Amend paragraph 15.2 (1) to read as follows:</p> <p><u>Approval</u> Changes to the Constitution may be considered by the General Purposes Committee or, where appropriate, the Cabinet or any other committee of the Council, but in any event shall be referred to the Council for determination.”</p>	<p>To accord with function 4(c) of the General Purposes Committee.</p>

Function	Proposed amendment	Reason for amendment
* Cabinet Functions – Page 148	<p>Amend the wording of the 5th Policy Framework Document as follows:</p> <p>“Adopting, approving, amending, modifying, revising, varying, withdrawing or revoking alterations and development plan documents (under Section 17 of the Planning and Compulsory Purchase Act 2004) which together form the Local Development Plan including</p> <p>(i) the approval for the purposes of public consultation in accordance with regulation 27 of the Town and Country Planning (Local Development) (England) (Amendment) Regulations 2008, of draft proposals associated with the preparation of alterations to, or the replacement of, a development plan</p> <p>(ii) the adoption of Local Development Documents in accordance with Section 17(8) of the Planning and Compulsory Purchase Act 2004.</p> <p>Functions relating to Supplementary Planning Documents remain the responsibility of the Cabinet.”</p>	<p>To reflect the Town and Country Planning (Local Development) (England) (Amendment) Regulations 2008.</p> <p>Amended wording in bold.</p>
* Environmental Matters delegated to Cabinet Members and officers – Page 154	<p>Amend function A9 to read as follows:</p> <p><u>“The following functions are delegated to the Head of Planning and Environmental Services</u></p> <p>(a) Appointment of officers to carry out the Council’s responsibilities under the Products of Animal Origin (Third Country Imports) (England) Regulations 2006 (as amended)</p> <p>(b) Appointment of authorised officers under the Official Feed and Food Controls (England) Regulations 2009</p> <p>(c) Appointment of officers to carry out the Council’s responsibilities under the Products of Animal Origin (Import and Export) Regulations 1996 (as amended)</p>	<p>Updated regulations.</p>

Function	Proposed amendment	Reason for amendment
* Environmental Matters delegated to Cabinet Members and officers – Page 154 (continued...)	(d) Appointment of officers to carry out the Council’s responsibilities under the Sea Fishing (Illegal, Unreported and Unregulated Fishing) Order 2009	New delegation. Amended wording in bold.
* Planning Functions Delegated to Cabinet Members and Officers – Page 180	Add the following delegation: <u>“The following function is delegated to the Head of Strategic Housing and Planning in consultation with the Cabinet Member for Planning and Economic Development:</u> The submission of Development Plan Documents to the Secretary of State under Regulation 30 of the Town and Country Planning (Local Development) (England) (Amendment) Regulations 2008.”	New delegation.
Council Procedure Rules – Page 230	Amend the first sentence to read as follows: “The Chief Executive, following consultation with the Committee Chair and the appropriate Head of Service, will then determine:...”	Clerical correction.
Policy Framework Procedure Rules – Page 257	Amend the wording of the 5 th Policy Framework Document as follows: “Adopting, approving, amending, modifying, revising, varying, withdrawing or revoking alterations and development plan documents (under Section 17 of the Planning and Compulsory Purchase Act 2004) which together form the Local Development Plan including (i) the approval for the purposes of public consultation in accordance with regulation 27 of the Town and Country Planning (Local Development) (England) (Amendment)	To reflect the Town and Country Planning (Local Development) (England) (Amendment) Regulations 2008. Amended wording in bold.

Function	Proposed amendment	Reason for amendment
Policy Framework Procedure Rules – Page 257 (continued...)	<p>Regulations 2008, of draft proposals associated with the preparation of alterations to, or the replacement of, a development plan</p> <p>(ii) the adoption of Local Development Documents in accordance with Section 17(8) of the Planning and Compulsory Purchase Act 2004.</p> <p>Functions relating to Supplementary Planning Documents remain the responsibility of the Cabinet.”</p>	
* Cabinet Procedure Rules – Cabinet Portfolios – Page 273	Under the responsibilities of the Chair of the Cabinet / Leader of the Council amend ‘CPA’ to read ‘CAA’.	To reflect the change in name of the assessment.
Where relevant	Replace each occurrence of “Regulatory Services” with “Planning and Environmental Services”.	To reflect the change in name of Division.
Where relevant	Replace each occurrence of “Head of Regulatory Services” with “Head of Planning and Environmental Services”.	To reflect the change in name of Division.

* These changes will also be considered by the Cabinet on 10 February 2010.