

**CHELMSFORD CITY COUNCIL**  
**MINUTES OF THE ANNUAL MEETING OF THE COUNCIL**  
**held on 15 May 2024 at 7pm**

**PRESENT:**

The Mayor, L Mascot  
The Deputy Mayor, J A Deakin

Councillors C Adutwim, J Armstrong, V Canning, D Clark, H Clark, P Clark, P Davey, A E Davidson, C K Davidson, S Dobson, N A Dudley, D Eley, K Franks, L Foster, I D Fuller, M C Goldman, S M Goldman, I S Grundy, S Hall, J Hawkins, R J Hyland, J Jeapes, A John, B Knight, J Lardge, R J Lee, L Mascot, B. Massey R J Moore, M O'Brien, G H J Pooley, J A Potter, S Rajesh, J M C Raven, S J Robinson, E Sampson, T Sherlock, M Sismey, A B Sosin, J E Sosin, M S Steel, S Sullivan, M Taylor, A Thompson, A G Thorpe-Apps, C Tron, N M Walsh, R T Whitehead, P Wilson, and S Young.

### 1. Apologies for Absence

Apologies for absence had been received from Councillors Bugbee, Chambers, Davis, Frascona, Pappa and Scott.

### 2. Mayor's Announcements

The Mayor confirmed that they had attended a total of 396 events in their mayoral term and announced that they had raised in excess of £14,000 raised for their charity, the YMCA. They acknowledged the support of representatives from the YMCA, present at the meeting.

The Mayor also presented a certificate to their cadet, Sargeant Iona Walladge, to thank them for their support throughout their Mayoral year.

### 3. Election of Mayor and Deputy Mayor

#### Election of Mayor

On the nomination of Councillor Whitehead, seconded by Councillor A Sosin, it was

RESOLVED that Councillor Potter be elected Mayor of the City of Chelmsford for the ensuing year.

#### Appointment of Deputy Mayor

On the nomination of the Mayor, seconded by Councillor Whitehead, it was

RESOLVED that Councillor Sullivan be appointed as the Deputy Mayor of the City of Chelmsford for the ensuing year.

#### 4. Declarations of Acceptance of Office

Councillor Potter made the declaration of acceptance of office as Mayor and took the chair.

Councillor Sullivan then made the declaration of acceptance of office as Deputy Mayor.

#### 5. Mayors Consort and Deputy Mayoress

The Mayor introduced to the Council the Mayoress for their year in office, Jackie Galley. The Deputy Mayor introduced the Deputy Mayors Consort, their husband, John Pioli.

The retiring Mayors Consort, Ian Mascot, congratulated the Mayoress, Jackie Galley, and invested them with the Chain of Office.

The retiring Deputy Mayoress, Helen Deakin, congratulated the Deputy Mayors Consort, John Pioli, and invested them with the Badge of Office.

#### 6. Address by the Mayor

The Mayor thanked the Council for electing them and expressed appreciation for the work of Councillor Mascot during their year in office.

#### 7. Retiring Mayor and Retiring Deputy Mayor

Councillor Robinson and Councillor Jeapes then thanked Councillor Mascot for their services as Mayor, highlighting the Mayors dedication to the community.

Councillor Mascot presented [a video reflecting on their time as Mayor](#) and expressed their appreciation for the support given to them by their family, Consort, Ian Mascot and Councillor Deakin as the Deputy Mayor.

#### 8. Mayor's Announcements

The Mayor informed the Council that their Chaplain for the forthcoming year would be the Reverend David Cattle of St Michael and All Angels Church, Galleywood and their Charity for the year would be Chelmsford Farleigh Hospice.

#### 9. Provision of substitutes for the Licensing and Regulatory Committees

The Council considered a report proposing an amendment to the constitution, allowing the appointment of substitutes to the Licensing and Regulatory Committees, following consultation with the Constitution Working Group.

RESOLVED that amendments to the Constitution, enabling the appointment of substitutes to the Licensing and Regulatory Committees, be approved.



Cabinet Deputy for Economic Development and Strategic Projects Cabinet Deputy for Sustainable Transport	Councillor Terry Sherlock
Deputy Leader and Cabinet Member for a Connected Chelmsford	Councillor Marie Goldman
Cabinet Member for a Greener Chelmsford	Councillor Rose Moore
Cabinet Member for an Active Chelmsford	Councillor Natacha Dudley
Cabinet Member for a Safer Chelmsford	Councillor Donna Eley
Cabinet Member for a Fairer Chelmsford	Councillor Lynne Foster
Cabinet Member for Finance	Councillor Chris Davidson

3. The following councillors be appointed as the Cabinet opposition spokespersons 2024/25 with the areas of responsibility shown:

<b>Function</b>	<b>Conservative Group</b>
Leader's Responsibilities	Councillor Roy Whitehead
Cabinet Deputy for Economic Development and Strategic Projects	Councillor James Raven
Cabinet Deputy for Sustainable Transport	Councillor Sue Dobson
Deputy Leader and Cabinet Member for a Connected Chelmsford	Councillor Thorpe-Apps
Cabinet Member for a Greener Chelmsford	Councillor James Armstrong
Cabinet Member for an Active Chelmsford	Councillor Julia Jeapes
Cabinet Member for a Safer Chelmsford	Councillor Philip Wilson
Cabinet Member for a Fairer Chelmsford	Councillor Mike Steel
Cabinet Member for Finance	Councillor Roy Whitehead

4. The following allocation, membership and Chairs for Committees and Sub-Committee for the year 2024/2025, be approved.

<i>Body</i>	<i>Seats</i>	<i>Allocation</i>	<i>Membership</i>
Audit and Risk Committee	9	Liberal Democrat – 6	Councillor Nora Walsh (Chair) Councillor Nicola Bugbee Councillor Hazel Clark

		Conservative - 3	<p>Councillor Natacha Dudley Councillor Kieron Franks Councillor Andrew Sosin</p> <p>Councillor James Raven Councillor Malcom Sismey (Vice Chair) Councillor Roy Whitehead</p>
Chelmsford Policy Board	13	<p>Liberal Democrat – 7</p> <p>Conservative – 5</p> <p>Chelmsford Independents Group – 1</p>	<p>Councillor Charlene Adutwim (Chair) Councillor Ian Fuller Councillor Graham Pooley Councillor Andrew Sosin (Vice Chair) Councillor Nora Walsh Councillor Sue Young Councillor Jude Deakin</p> <p>Councillor Julia Jeapes Councillor Bob Massey Councillor Murrough O'Brien Councillor Andrew Thorpe-Apps Councillor Roy Whitehead</p> <p>Councillor Paul Clark</p>
Employment Committee	5	<p>Liberal Democrat – 3</p> <p>Conservative - 2</p>	<p>Councillor Stephen Robinson Councillor Marie Goldman Councillor Rose Moore</p> <p>Councillor Andrew Thorpe-Apps Councillor Roy Whitehead</p>
Governance Committee	7	<p>Liberal Democrat – 5</p> <p>Conservative – 2</p>	<p>Councillor Kieron Franks (Chair) Councillor Ian Fuller Councillor Smita Rajesh (Vice Chair) Councillor Janetta Sosin Councillor Sue Young</p> <p><i>Councillor Donna Eley (SUB)</i></p> <p>Councillor Bob Massey Councillor Mike Steel</p> <p><i>Councillor Roy Whitehead (SUB)</i></p>

			<p>And two independent persons (appointed under section 28(7) of the Localism Act 2011)</p> <p>NOTE – There are also three Parish Council representatives on the Committee</p>
Licensing and Regulatory Committee (Depending on the matters to be considered this Committee will sit as either the Regulatory Committee or as the Licensing Committee)	13	<p>Liberal Democrat – 7</p> <p>Conservative – 5</p> <p>Chelmsford Independents Group - 1</p>	<p>Councillor Richard Lee (Chair) Councillor Dan Clark (Vice Chair) Councillor Hazel Clark Councillor Ann Davidson Councillor Julia Frascona Councillor Joanne Hawkins Councillor Linda Mascot</p> <p><i>Councillor Jennie Lardge (SUB)</i> <i>Councillor Ashley Thompson (SUB)</i></p> <p>Councillor Nicolette Chambers Councillor Ashley John Councillor Vetri Pappa Councillor Steph Scott Councillor Philip Wilson</p> <p><i>Two Substitutes to follow</i></p> <p>Councillor Steve Davis</p>
Overview and Scrutiny Committee	13	<p>Liberal Democrat – 7</p> <p>Conservative – 5</p> <p>Chelmsford Independents Group – 1</p>	<p>Councillor Ashley Thompson (Vice Chair) Councillor Dan Clark Councillor Hazel Clark Councillor Pete Davey Councillor Jude Deakin Councillor Kieron Franks Councillor Linda Mascot</p> <p>Councillor Julia Jeapes (Chair) Councillor Victoria Canning Councillor Sue Dobson Councillor Mike Steel Councillor Philip Wilson</p> <p>Councillor Steve Davis</p>
Planning Committee	13	Liberal Democrat – 7	<p>Councillor Janetta Sosin (Chair) Councillor Steve Hall</p>

		<p>Conservative – 5</p> <p>Chelmsford Independents Group – 1</p>	<p>Councillor Jennie Lardge Councillor Richard Lee Councillor Graham Pooley Councillor Eleanor Sampson Councillor Chloe Tron</p> <p><i>Councillor Hazel Clark (SUB)</i> <i>Councillor Julia Frasca (SUB)</i> <i>Councillor Nora Walsh (SUB)</i></p> <p>Councillor Jacob Armstrong Councillor Sue Dobson (Vice Chair) Councillor Vetri Pappa Councillor Andrew Thorpe-Apps Councillor Philip Wilson</p> <p><i>Councillor Murrough O'Brien (SUB)</i></p> <p>Councillor Richard Hyland</p>
Treasury Management and Investment Sub-Committee	7	<p>Liberal Democrat – 4</p> <p>Conservative – 2</p> <p>Chelmsford Independents Group – 1</p>	<p>Councillor Chris Davidson (Chair) Councillor Kieron Franks (Vice Chair) Councillor Steve Hall Councillor Andrew Sosin</p> <p>Councillor Malcolm Sismey Councillor Roy Whitehead</p> <p>Councillor Paul Clark</p>

5. Councillor Sherlock be appointed as the Council's representative on the South Essex Parking Partnership with Councillor A Sosin as substitute.
6. The persons named below be appointed as the Council's relevant Champions and Ambassadors.
7. The persons named below be appointed to represent the Council on the outside bodies referred to for the period indicated.

### **Equality, Diversity and Inclusion Champions**

Councillor Charlene Adutwim  
Councillor Ann Davidson  
Councillor Jude Deakin

### **Armed Forces Champion**

Councillor Jude Deakin

**Climate & Ecology Ambassador**

Councillor Terry Sherlock

**Health and Wellbeing Ambassador**

Councillor Ann Davidson

Body	Term of Office	No. of Representatives	Representative(s)
Chelmer and Blackwater Navigation Advisory Board	1 year	1	Councillor Richard Lee
Chelmsford Age Concern	1 year	1	Councillor Ann Davidson
Chelmsford Business Improvement District	1 year	1	Councillor Simon Goldman
Chelmsford CAB Trustee Board	1 year	2	Councillors Hazel Clark and Smita Rajesh
Chelmsford Council for Voluntary Service	1 year	1	Councillor Sue Young
Chelmsford Cultural Development Trust	1 year	1	Councillor Julia Frascona
Chelmsford Educational Foundation	3 years commencing May 2023	2	Councillor Julia Frascona and Sue Young
Chelmsford Fairtrade	1 year	1	Councillor Natacha Dudley
Chelmsford Local Highways Panel	1 year	2	Councillor Kieron Franks Councillor Steph Scott
Chelmsford YMCA	1 year	1	Councillor Jude Deakin
Danbury Lakes Country Park Forum	1 year	2	Councillor Richard Hyland
Essex Countywide Traveller Unit Joint Committee	No fixed term	1	Councillor Janetta Sosin



Essex Police, Fire and Crime Panel	1 year	1	Councillor Donna Eley
Essex Waste Partnership Member Board	1 year	1	Councillor Donna Eley
Flood Partnership Board	1 year	1	Councillor Rose Moore
Galleywood Heritage Centre	2 years commencing May 2023	1	Councillor Richard Hyland
King Edward VI Grammar School Historic Foundation Governors	3 years commencing 1st July 2023	2	Councillor Andrew Sosin and Mrs Myra Merchant
Local Government Association – Assembly and Conference - Delegate	1 year	1	Councillor Stephen Robinson
Local Government Association – District Councils Network	1 year	1	Councillor Stephen Robinson
Marsh Farm Country Park Forum	1 year	1	Councillor Terry Sherlock
Mid and South Essex ICS – Mid Essex Locality representative	1 year	1	Councillor Ann Davidson
One Chelmsford Partnership Strategic Board	1 year	1	Councillor Stephen Robinson (Substitute – Councillor Natacha Dudley)
PATROL (Parking and Traffic Regulations Outside London) Adjudication joint Committee.	1 year	1	Councillor Terry Sherlock
Springfield United Charities	4 years commencing May 2023	3	Councillors Ian Fuller and Chloe Tron and Mr R Stevens

Tech Ambassadors	1 year	2	Councillors Marie Goldman and Nora Walsh	
The Barge Susan Trust	2 years commencing May 2023	1	Mrs F B Mountain	

Bradwell Local Community Liaison Council	1 year	1	Director of Public Places or representative	Director of Public Places or representative
Essex Society for Archaeology and History	1 year	1	Director of Connected Chelmsford or representative	Director of Connected Chelmsford or representative

8. Part 3.2.3 of the Constitution be amended to reflect the changes to the number of places on the bodies referred to in Schedule C;
9. The Legal and Democratic Services Manager, after consulting the relevant Group Leaders, be authorised to:
  - (a) make appointments to an Employment Appeals Committee should the need for that Committee arise;
  - (b) make appointments to or approve other changes to the representation of other non-Executive bodies that become necessary during the municipal year, provided that the political balance of those bodies continues to be observed;
10. The Legal and Democratic Services Manager, after consulting the political Groups, be authorised to finalise, amend or add to the appointments to Outside Bodies and to make any changes to them during the municipal year.

The meeting closed at 8:03pm

Mayor