

Title of Report	APPOINTMENT OF PARISH REPRESENTATIVES TO THE AUDIT AND GOVERNANCE COMMITTEE	
Presented by	Councillor K Merrie Infrastructure Portfolio Holder	
Background Papers	Council report dated November 2023 Localism Act 2011	Public Report: Yes
Financial Implications	None.	
	Signed off by the Section 151 Officer: Yes	
Legal Implications	None	
	Signed off by the Monitoring Officer: Yes	
Staffing and Corporate Implications	None	
	Signed off by the Head of Paid Service: Yes	
Purpose of Report	To seek Council’s approval to the proposed nominations of parish representatives for the Audit and Governance Committee to sit on sub-committees as and when required.	
Recommendations	THAT COUNCIL APPROVES THE APPOINTMENTS OF PARISH REPRESENTATIVES AS DETAILED AT PARAGRAPH 2.4 OF THE REPORT.	

1.0 BACKGROUND

- 1.1 Members will be aware the Audit and Governance Committee can establish sub-committees to determine matters concerning allegations of both District and Parish member conduct. The sub-committee may co-opt at least one Parish Council Member when decisions are taken concerning a parish matter.
- 1.2 It was agreed at the Council meeting in June 2012, that a pool of four parish representatives be appointed to sit on such sub-committees. Appointments to the pool would be sought following each Parish election or as when required.
- 1.3 The Town and Parish Council elections were held in May 2023 and therefore the process for appointing to the seats originally commenced in July 2023. During this round of recruitment only two nominations were received, therefore a further round of recruitment commenced in September 2023 and no nominations were received.

1.4 In November 2023, Council formally approved the appointment of Parish Councillors Russell Johnson and Lorraine Upton as Parish Representatives to the Audit and Governance Committee and noted the next steps to fill the remaining seats by seeking nominations once again from all Town and Parish Council's.

2.0 NOMINATIONS AND BALLOT

2.1 Nominations were sought in January 2024, and this resulted in four nominations. As more nominations were received than seats available, the process required a ballot to be held. Each candidate was advised of the ballot and given the opportunity to submit a statement as to why they were suitable for the role. Democratic Services then sent each Town and Parish Council a ballot pack asking them to vote for no more than two candidates.

2.2 13 ballot papers were received, and the count was held on 4 June in the presence of Councillor P Moulton, Chair of the Audit and Governance Committee and Elizabeth Warhurst, Monitoring Officer.

2.3 The results were as follows:

Parish Councillor Nicholas Antill-Holmes: 3
Parish Councillor Mark Kitchener: 2
Parish Councillor Mike McIntyre: 11
Parish Councillor Ray Woodward: 3

2.4 As Councillors Nick Antill-Holmes and Ray Woodward had an equal number of votes for second place, the Chairman and the Monitoring Officer agreed to determine the outcome by the fairest way possible, in this case, the toss of a coin.

2.5 Therefore, Council is asked to approve that the following Parish Councillors are appointed as Parish Representatives to the Audit and Governance Committee:

Parish Councillor Mike McIntyre
Parish Councillor Ray Woodward

Policies and other considerations, as appropriate	
Council Priorities:	A well-run council
Policy Considerations:	Localism Act 2011 Council's Constitution
Safeguarding:	None
Equalities/Diversity:	Nominations were invited from all Town and Parish Councillors and ballot packs were sent to all Town and Parish Councils.
Customer Impact:	None
Economic and Social Impact:	None
Environment, Climate Change and zero carbon:	None
Consultation/Community Engagement:	All Town and Parish Councils
Risks:	The Council's governance arrangements are a fundamental part of the Authority's management of risk and contribute towards good corporate governance.
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