

Full Council

Report Title:	Committee Updates, Vacancies and Appointments
Meeting Date:	21 January 2025
Contact Officer:	Lizzie Fuller, Committee Services & Processes Officer

Action Required

- i) To **note** the updates in sections 1-3 within the report.
- ii) To **approve** that the vacancy on the Environment & Assets committee, Corporate Governance committee, Open Spaces Sub-Committee (subject to a review of the need for this committee), Personnel committee, and Planning committee be filled at the Annual Meeting on 13 May 2025.
- iii) To **appoint** a council representative to 21st Century Thame.
- iv) To **approve** that a Health and Social Care representative be added to the list of external organisation representatives.
- v) (subject to approval of iv)) To **appoint** a council representative for Health and Social Care.
- vi) To **consider** filling the vacancy on the TDHA Board.

Updates to Note

1. Following the Notice of Vacancy period for Helena Fickling (4 December – 27 December 2024 inclusive) there were no requests for a by-election and therefore the vacancy will be filled by co-option. Applications are now open until 24 February 2025 with a view to co-opt at the Full Council meeting on 4 March 2025
2. At the Planning Committee on 14 January 2025, the current Deputy Chair (and interim acting Chair), Cllr Baines, was formally appointed as Chair of the Planning Committee. Cllr McGarry was elected as Deputy Chair.
3. Officers have reviewed the Scheme of Delegations (Appendix A) and made minor changes to:
 - a. update current working groups / sub-committees
 - b. correct the references to Standing Orders
 - c. include a minor addition to Planning Committee report criteria regarding listed buildings and conservation area applications.

Committee Vacancies

Vacancy	Suggested Action
Environment & Assets committee	Appoint at Annual Meeting (May 2025) as only 1 meeting before then.
Corporate Governance committee	Appoint at Annual Meeting (May 2025) as only 1 meeting before then.

Open Spaces Sub-Committee	E&A Committee at their January meeting to review need for OSSC prior to Annual Meeting and appoint at Annual Meeting if necessary.
Personnel committee	Cllr Baines to be automatically appointed to Personnel as Chair of Planning Committee as per Personnel delegations and with his agreement.
Planning committee	Appoint at Annual Meeting (May 2025) – 4 meetings between now and then – unless any Councillors willing to fill vacancy now. New councillor once co-opted will be encouraged to sit on this committee.

External Organisations

4. 21st Century Thame

There is currently a vacancy as external representative for this organisation. Next report to council will be due at 4/3/25 Full Council (reports are due every 6 months). 21st Century Thame committee meetings are every 2 months usually on Friday mornings, but they organise a range of events and projects which the council representative could also get involved with.

The council is asked to consider appointing a representative to fill the vacancy.

5. Health & Social Care Representative

Thame Town Council has been approached by the Chair of the Friends of Thame Hospital who has suggested that Thame Town Council appoints a Health & Social Care Representative:

“My fellow trustees and I met recently and discussed the availability of reasonably substantial CIL money to be spent on healthcare and possibly also social care within Thame. Knowing that our GPs are desperately short of space, that the Hospital doesn’t have much to give them (if any), that there are plans for a potential new pharmacy on the Health centre site, and various other things going on, it seems to us that Thame Town Council could do with appointing a Health and Social Care Representative to get a conversation going between all interested parties to establish what is needed (and may be needed even more in the future) and how it may best be achieved. We as Friends also have some money at our disposal to help the patients and staff of the Hospital and potentially the wider community as well. Some ‘joined up thinking’ is required and we feel it would be best led by the Town Council. It would be a huge pity to lose the CIL money, or to spend it on something that doesn’t quite answer the needs of the people of Thame and surrounding villages.”

The council is asked to consider approving that a Health and Social Care representative be added to the list of external organisation representatives, and if so appoint a councillor to be this representative.

Non-Council Vacancies

- Thame Town Council is a shareholder in Thame & District Housing Association (TDHA). Although not a councillor position, there is a vacancy on the TDHA Board which Helena

Fickling previously held. TDHA have approached the council to identify if any councillor would be interested in joining the TDHA board.

Resource Appraisal

7. Only Officer time to progress outcomes.

Risk Assessment

8. All committees remain quorate however with reduced membership the likelihood of having to cancel the meeting increases with the increased likelihood of not being quorate.
9. Representation on external organisations improves accountability and relationships with the community.

Legal Powers:

- Local Government Act 1972, Section 101

Recommendation:

- To note the updates in sections 1-3 within the report.*
- To approve that the vacancies on the Environment & Assets committee, Corporate Governance committee, Open Spaces Sub-Committee (subject to a review of the need for this committee), Personnel committee, and Planning committee be filled at the Annual Meeting on 13 May 2025.*
- To appoint a council representative to 21st Century Thame.*
- To approve that a Health and Social Care representative be added to the list of external organisation representatives.*
- (subject to approval of iv)) To appoint a council representative for Health and Social Care.*
- To consider filling the vacancy on the TDHA Board.*