

## THREE RIVERS DISTRICT COUNCIL

**At a meeting of the Annual Council held in the Penn Chamber, Three Rivers House, Rickmansworth, on Tuesday, 20 May 2025 from Times Not Specified**

**Present:** Councillors , ,

Oliver Cooper, Ian Campbell, Stephen Cox, Harry Davies, Steve Drury, Vicky Edwards, Andrea Fraser, Elinor Gazzard, Stephen Giles-Medhurst, Rue Grewal, Philip Hearn, Lisa Hudson, Tony Humphreys, Raj Khuroya, Joan King, Stephen King, Chris Lloyd, David Major, Keith Martin, Abbas Merali, Chris Mitchell, Ian Morris, Sarah Nemes, Louise Price, Kevin Raeburn, Paul Rainbow, Reena Ranger, Ciaran Reed, Andrew Scarth, Narinder Sian, Mike Sims, Tom Smith, Cheryl Stungo, Jon Tankard, Chris Whately-Smith and Anne Winter

### **Officers in Attendance:**

Lucy Smith – Committee and Elections Manager

Stephen Rix

Joanne Wagstaffe - Chief Executive

### **CL1/25 APPOINTMENT OF THE CHAIR OF COUNCIL**

It was moved by Councillor Stephen Cox and seconded by Councillor Stephen Giles-Medhurst that Councillor Stephen King be elected Chair for the ensuing year. There being no further nominations, it was unanimously

**RESOLVED** that Councillor Stephen King be appointed as the Chair of Three Rivers District Council for the 2025/26 municipal year.

Councillor Stephen King made and signed the Declaration of Acceptance of Office of Chair and was invested with the Chair's Chain of Office

Note: Cllr Raj Khuroya arrived at 19:38

### **COUNCILLOR KING IN THE CHAIR**

### **CL2/25 VOTE OF THANKS TO RETIRING CHAIR**

Councillor Stephen Giles-Medhurst led the vote of thanks to the retiring Chair, Councillor Raj Khuroya, who had done a tremendous job as the Chair of the Council meetings.

Councillor Raj Khuroya received the scroll of record of appreciation from Councillor Stephen King.

The Immediate Past Chair gave a speech to the members stating that it was an honour and a privilege to be the chairman for the past two year and that last year the chair made a commitment to raise two thousand GBP for the Chairs Charity and that was achieved at the Chairs Quiz the previous week.

### **CL3/25 APPOINTMENT OF THE VICE-CHAIR OF COUNCIL**

It was moved by Councillor Sarah Nelmes and seconded by Councillor Andrew Scarth that Councillor Humphries be appointed Deputy Chair for the ensuing year. There being no further nominations, it was unanimously

**RESOLVED** that Councillor Tony Humphries be appointed Vice-Chair of Three Rivers District Council for the 2025/26 municipal year.

Councillor Humphries was invested with the Deputy Chair's Chain of Office.

#### **CL4/25 MINUTES OF THE PREVIOUS MEETING**

The minutes of the previous meetings held on 07 January 2025 and 25 February 2025 were confirmed as a correct record and signed by the Chair.

#### **CL5/25 APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Christopher Alley, Khalid Hussain and Debbie Morris.

#### **CL6/25 DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### **CL7/25 CHAIR'S ANNOUNCEMENTS**

The Chair thanked Council for the honour of investing him as Chair of the Council for the ensuing municipal year and welcomed newly elected councillors.

The Chair announced the Chair's charities EDS UK and Oxhey Jets Football Club.

#### **CL8/25 APPOINTMENT OF LEADER OF THE COUNCIL**

It was proposed by Councillor Sarah Nelmes, and seconded by Councillor Louise Price, that Councillor Stephen Giles-Medhurst be appointed as the Leader of the Council for the 2025/26 municipal year. There being no other nominations the proposal was agreed by general assent.

**RESOLVED** that Councillor Stephen Giles-Medhurst be appointed as Leader of the Council for the 2025/26 municipal year.

#### **CL9/25 TO APPOINT THE DEPUTY LEADER AND LEAD MEMBERS**

Council considered proposed appointments to the positions of Deputy Leader of the Council and Lead Members.

Councillor Ciaran Reed queried the change in Lead Members from 7 to 5 and could not find the change reflected in previous minutes. The Monitoring Officer clarified that the report on proportionality provided a delegation to the Monitoring Officer to make consequential changes to the constitution arising from the Annual General Meeting.

Councillors Chris Mitchell and Oliver Cooper both raised concern that they had not been contacted about the change to the lead member amounts prior to the meeting and stated a conversation should have taken place.

It was proposed by Councillor Stephen Giles-Medhurst and seconded by Councillor Kevin Raeburn to appoint Sarah Nelmes as deputy Leader of the Council

**RESOLVED** that:

- i. Councillor Sarah Nelmes be appointed Deputy Leader of the Council for the 2025/26 municipal year.
- ii. The following be appointed as Lead Members for the 2025/26 municipal year:
  - Councillor Louise Price, Lead Member Resources, Regeneration and Economic Development
  - Councillor Jon Tankard, Lead Member for Sustainability and Climate Change
  - Councillor Chris Lloyd, Lead Member for Leisure
  - Councillor Steve Drury, Lead Member Community Engagement, Public Safety and Housing
  - Councillor Sarah Nelmes, Lead Member for General Public Services

Councillor Giles-Medhurst gave thanks for Councillor Andrew Scarth's contribution to Community Safety and Partnerships.

#### **CL10/25 REVIEW OF POLITICAL PROPORTIONALITY AND APPOINTMENT OF COMMITTEES**

The Council was required by law to allocate seats in proportion to the political composition of the Council, with the aggregate membership of all the committees also being proportionate. The Council received a report setting out a proposed scheme of proportionality.

Members agreed by General Assent unanimously

**RESOLVED** that:

- (i) the committees as set out at Annex A of the agenda report be appointed with the committee sizes shown; and
- (ii) the scheme of proportionality as set out at Annex A of the agenda report be adopted for the ensuing municipal year.

#### **CL11/25 APPOINTMENT OF MEMBERS TO COMMITTEES**

Council considered the proposed nominations to the standing committees of the Council.

Members agreed by General Assent unanimously

**RESOLVED** that:

- i. the membership of the standing committees of the Council for 2025/26 be as follows:

##### **Policy and Resources Committee**

Councillors Oliver Cooper, Stephen Cox, Steve Drury, Vicky Edwards, Stephen Giles-Medhurst, Rue Grewal, Philip Hearn, Chris Lloyd, Chris Mitchell, Sarah Nelmes, Louise Price, Reena Ranger and Jon Tankard.

##### **Planning Committee**

Councillors Oliver Cooper, Harry Davies, Steve Drury, Elinor Gazzard, Philip Hearn, Stephen King, Chris Lloyd, Abbas Merali, Chris Mitchell, Debbie Morris and Chris Whately-Smith

Named substitutes

Councillors Stephen Cox, Vicky Edwards, Andrea Fraser, Stephen Giles-Medhurst, Keith Martin, Sarah Nelmes, Louise Price, Reena Ranger, Narinder Sian, Mike Sims, and Tom Smith

##### **Licensing Committee**

Councillors Stephen Cox, Harry Davies, Andrea Fraser, Raj Khiroya, Debbie Morris, Ciaran Reed, Andrew Scarth, Narinder Sian and Anne Winter.

**Regulatory Committee**

Councillors Stephen Cox, Harry Davies, Andrea Fraser, Raj Khiroya, Debbie Morris, Ciaran Reed, Andrew Scarth, Narinder Sian and Anne Winter.

**General Public Services, Community Safety and Infrastructure Committee**

Councillors Christopher Alley, Ian Campbell, Steve Drury, Lisa Hudson, Stephen King, Sarah Nelves, Paul Rainbow, Kevin Raeburn and Narinder Sian.

**Climate Change, Leisure and Housing Committee**

Councillors Raj Khiroya, Joan King, Chris Lloyd, Abbas Merali, Reena Ranger, Mike Sims, Tom Smith, Cheryl Stungo and Jon Tankard.

**Audit Committee**

Councillors Harry Davies, Lisa Hudson, Tony Humphries, Khalid Hussain, Stephen King, Keith Martin, Ciaran Reed, Mike Sims and Cheryl Stungo.

**Council Tax Setting Committee**

Councillors Oliver Cooper, Stephen Cox, Stephen Giles-Medhurst, Philip Hearn, Chris Mitchell, Sarah Nelves and Louise Price.

**CL12/25 NOMINATION OF THE CHAIRS AND VICE-CHAIRS OF COMMITTEES**

Council considered proposed nominations to the positions of Chairs and Vice-Chairs of the committees and sub-committees of the Council.

**RESOLVED** that councillors be appointed to the positions of Chair and Vice-Chair of the committees of the Council as set out below:

**Policy and Resources Committee**

Chair - Councillor Stephen Giles-Medhurst

Vice-chair - Councillor Sarah Nelves

**General Public Services, Community Engagement**

Chair – Councillor Sarah Nelves

Vice-chair – Councillor Steve Drury

**Planning Committee**

Chair – Chris Whately-Smith

Vice-chair – Elinor Gazzard

**Climate Change and Leisure Committee**

Chair - Councillor Jon Tankard

Vice-chair - Councillor Chris Lloyd

**Licensing Committee**

Chair - Councillor Harry Davies

Vice-chair - Councillor Raj Khiroya

**Audit Committee**

Chair - Councillor Tony Humphreys

Vice-chair - Councillor Anne Winter

**Council Tax Setting Committee**

Chair - Councillor Stephen Giles-Medhurst

Vice-chair - Councillor Sarah Nelves

**Local Plan Sub-Committee**

Chair - Councillor Stephen Giles-Medhurst

Vice Chair - Councillor Louise Price

**Shareholder and Commercial Ventures Scrutiny Panel Committee**

Chair - Councillor Stephen Giles-Medhurst

Vice-Chair - Councillor Louise Price

**Local Plan Sub-Committee**

Chair - Councillor Stephen Giles-Medhurst

Vice Chair - Councillor Louise Price

**Shareholder and Commercial Ventures Scrutiny Panel**

Chair - Councillor Stephen Giles-Medhurst

Vice-Chair - Councillor Matthew Bedford

**CL13/25 APPOINTMENTS TO OUTSIDE BODIES**

Council considered a report setting out its proposed appointments to Outside Bodies for the 2025/26 municipal year. It was noted that South Oxhey Community Board had been disbanded and so no councillors were allocated.

Clarification had been sought by Councillor Oliver Cooper in regard to Committees requesting two members with one to be a substitute member, it was clarified by the Monitoring Officer that one member would sit on the committee and the other member would be a substitute.

**RESOLVED** that the Council appoints representatives to outside bodies as set out below:

**East of England Local Government Association**

Councillor Stephen Giles-Medhurst

**Chilterns Conservation Board**

Councillor Louise Price

**Denham Aerodrome Consultative Committee**

Councillor Raj Khirya

**Herts Waste Partnership**

Councillor Sarah Nelmes

Councillor Stephen Giles-Medhurst (Substitute)

**LGA General Assembly**

Councillor Sarah Nelmes

Councillor Stephen Giles-Medhurst (Substitute)

**Hertfordshire Building Preservation Trust**

Councillor Elinor Gazzard

Councillor Jon Tankard (Substitute)

**Herts County Council Health Scrutiny Committee**

Councillor Tony Humphreys

Councillor Steve Drury (Substitute)

**Three Rivers Museum Trust**

Councillor Keith Martin

**Moor Park Mansion Heritage Foundation Trust**

Councillor Cheryl Stungo  
Councillor Andrew Scarth  
Councillor Stephen King  
Councillor Reena Ranger

**New Agreement Traffic Management Act 2004 Adjudication Joint Committee**

Councillor Sarah Nelmes  
Councillor Stephen Giles-Medhurst (Substitute)

**Abbots Langley Community Centre Management Committee**

Councillor David Major

**Hertfordshire Police and Crime Scrutiny Committee**

Councillor Andrew Scarth  
Councillor Rue Grewal (Substitute)

**Hertfordshire Armed Forces Covenant**

Councillor Sarah Nelmes

**Herts Climate Change and Sustainability Partnership**

Councillor Chris Mitchell  
Councillor Jon Tankard  
Councillor Chris Lloyd (Substitute)

**Herts Growth Board**

Councillor Stephen Giles-Medhurst  
Councillor Sarah Nelmes (Substitute)

**South West Herts Strategic Planning Members Group**

Councillor Stephen Giles Medhurst  
Councillor Louise Price (Substitute)

**Watford and Three Rivers Trust**

Councillor Narinder Sian (Observer)

**CL14/25 APPOINTMENT OF SUB-COMMITTEES AND OTHER BODIES OF COUNCIL**

Council considered proposed appointments to the Sub-Committees of the Council and other Council bodies for the ensuing municipal year.

It was noted that Three Rivers Community Safety Partnership Board and Three Rivers Local Strategic Partnership had been merged and renamed to Connecting Three Rivers. It was further noted that South Oxhey Community Board had been disbanded.

**RESOLVED**

- i. that appointments be made to the Sub Committees and other Bodies of the Council as set out below:

**Local Plan Sub Committee**

Councillors Oliver Cooper, Vicky Edwards, Philip Hearn, Chris Mitchell, Stephen King, Stephen Giles-Medhurst, Steve Drury and Louise Price

**Shareholder Scrutiny Panel**

Councillors Abbas Merali, Oliver Cooper, Ian Campbell, Narinder Sian, Stephen King, Stephen Giles-Medhurst, Keith Martin, Sarah Nelmes and Louise Price

**Appointments and Appeals Committees:**

To be constituted as 7 members, being 3 Liberal Democrats, 2 Conservatives, 1 Green and 1 Labour, to be nominated by group leaders if meetings are convened.

**Standards Committee:**

To be nominated as per the constitution if convened

**Three Rivers Community Safety Partnership Board**

Councillors Stephen Giles-Medhurst, Sarah Nelmes and Steve Drury

**Community Safety Board (Police and Crime Commissioner Board)**

Councillor Steve Drury

**Environmental Forum**

Chair – Councillor Jon Tankard

Vice Chair – Councillor Chris Lloyd

All members can attend

**Equalities Forum**

Chair – Councillor Kevin Raeburn

Vice Chair – Councillor Anne Winter

All members can attend.

**Seniors Forum**

Councillor Andrea Fraser Nominated by Councillor Oliver Cooper and Seconded by Councillor Ciaran Reed.

**Youth Council**

Councillors Narinder Sian, Jon Tankard, Stephen Cox and Ciaran Reed.

**Internal Complaints Panel**

To be notified on as required basis.

**Staff Employer Forum**

To be notified on as required basis

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**RESOLVED**

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All members can attend

**Equalities Forum**

Chair – Councillor Kevin Raeburn

Vice Chair – Councillor Anne Winter

All members can attend

**Seniors Forum**

Councillor Andrea Fraser

**Youth Council**

Councillors Narinder Sian, Jon Tankard, Stephen Cox and Ciaran Reed.

**Internal Complaints Panel**

To be notified on as required basis

**Staff Employer Forum**

To be notified on as required basis

**CL15/25 APPOINTMENT OF THE CHAIRS AND VICE-CHAIRS OF THE LOCAL AREA FORUMS**

Council considered the proposed appointments to the positions of Chair and Vice-Chair of the Local Area Forums for the ensuing municipal year.

As there were two nominees for Rickmansworth Chair, Chorleywood and Sarratt Vice Chair and Abbots Langley Vice Chair, a vote for each seat was undertaken and carried.

Rickmansworth Local Area Forum Chair

For Councillor Sarah Nelmes, **24 votes**.

For Councillor Andrea Fraser, **13 votes**

Abstaining **none**

The vote concluded it was agreed by General Assent Councillor Andrea Fraser become Rickmansworth Local Area Forum Vice Chair.

Chorleywood and Sarratt Local Area Forum Vice Chair

For Councillor Harry Davies, **24 Votes**

For Councillor Philip Hearn, **13 Votes**

Abstaining **none**

Abbots Langley Local Area Forum Vice Chair

For Councillor Jon Tankard, **24 Votes**

For Councillor Vicky Edwards, **13 Votes**

Abstaining **none**

The debate having concluded the substantive motion was put to General Assent and carried.

**RESOLVED** that:

- i. the following appointments be made to the Chair and Vice Chair positions on the Local Area Forums

	<u>Chair</u>	<u>Vice Chair</u>
Abbots Langley	Councillor Elinor Gazzard	Councillor Jon Tankard
Chorleywood and Sarratt	Councillor Louise Price	Councillor Harry Davies
Croxley Green	Councillor Steve Drury	Councillor Chris Mitchell
Rickmansworth	Councillor Sarah Nemes	Councillor Andrea Fraser
Watford Rural	Councillor Rue Grewal	Councillor Andrew Scarth

**CL16/25 BATCHWORTH NEIGHBOURHOOD DEVELOPMENT PLAN: RESULT OF REFERENDUM**

Members received a verbal update of the outcome of the Batchworth Neighbourhood Development Plan.

The Committee by General Assent agreed to adopt and make the Batchworth neighbourhood Development Plan.

**CL17/25 RECOMMENDATION FROM THE POLICY AND RESOURCES COMMITTEE: CONSTITUTION AMENDMENTS - CODE OF CONDUCT AND DEBT WRITE-OFFS**

The council received a report setting out changes to the code of conduct and debt write offs which had been recommended by the Policy and Resources Committee.

Councillor Oliver Cooper queried whether the council would write off all debts from companies that had become insolvent. The Chief Executive clarified that only irrecoverable debts would be written off.

Members agreed by General Assent that the proposed constitutional amendments set out in paragraph 2.3 and 2.5 on the Recommendation from the Policy and Resources Committee: Constitution Amendments report be **APPROVED**.

**CL18/25 NOTIFICATION OF ELECTION RESULTS**

Council received and noted a summary of the election results following the District Elections on 2 May 2024.

**CHAIRMAN**