



ANNUAL TOWN COUNCIL MEETING

SUNDAY 11TH MAY 2025

7th May 2025

Dear Councillor

You are summonsed to attend the Annual Town Council meeting on Sunday 11th May 2025, which will be held in the Ballroom at the Town Hall.

Please be seated by **11.45 am** - the meeting will commence at 12 noon.

Yours sincerely

Matthew Gleadell
TOWN CLERK

A G E N D A

Item No.	Agenda Item Description	Page No
1	To elect a Chairman/Town Mayor for the ensuing Civic Year 2025/2026.	
2	To elect a Deputy Chairman/Deputy Town Mayor for the ensuing Civic Year 2025/2026.	
3	In accordance with Standing Order 5, to announce the Group Leader and Opposition Spokespersons of the Council.	Page 5
4	To determine the composition of the Committees of the Town Council and to appoint the membership thereof for the Civic Year 2025/2026.	Page 7
5	To appoint the Chairmen and Vice-Chairmen of the Committees/Sub Committees of the Town Council from the membership appointed as a consequence of Agenda item 4.	
6	The Town Council will be advised by the Leader/ Group Spokesperson of their choice of Spokesperson on each of the Committees/Sub Committees.	

ANNUAL TOWN COUNCIL MEETING

SUBJECT:	Announcement of the Council Leader appointment and Opposition Spokespersons
REPORT BY:	Matthew Gleadell

1. Recommendations

- 1.1 That the respective Groups/Political parties declare their appointments to the following positions:
1. Leader of the Council – Independents for Newark and District
 2. Opposition Spokesperson – Labour
 3. Opposition Spokesperson – Conservative

2. Background

- 2.1 Standing Order 5 refers to Opposition Spokespersons. In recent years however these roles have also been known and referred to as ‘Group Leaders’.

3.0 Financial, Legal, Equality, Environmental & Risk Issues

- 3.1 Contained in the report.

Background Papers:	Working papers
Lead Officer:	Matthew Gleadell Tel: 01636 684801 Email: matthew.gleadell@newark.gov.uk

ANNUAL TOWN COUNCIL MEETING

SUBJECT:	Composition of and Appointment to Committees
REPORT BY:	Matthew Gleadell

1. Recommendations

- 1.1 That the members confirm the appointments to the Committees as set out in this report.

2. Background

- 2.1 **Standing Order 24 provides that the Council will, at its Annual Meeting, appoint such Committees as they are required to appoint under Standing Order 27.**

The current standing committees required to be appointed are:

- a) Finance and General Purposes*
- b) Planning*
- c) Personnel Sub Committee*
- d) Environmental Stewardship Sub Committee*
- e) Events, Arts, Culture and Twinning Sub Committee*

- 2.2 The Council is under no obligation to continue with the same composition of the membership of the Committees and Sub Committees as has been in place in the preceding Civic Year. The current appointments are detailed in Appendix 1.

- 2.3 The Council has in recent years sought to provide that the Committees and Sub Committees are proportionately represented by each group, with the number of members on each reflective of the overall political / group make-up of the entire Council. There is no legal obligation to do this however the attached Appendix 2 sets out the current proportionate representation numbers and suggested composition that as close as possible meets the proportional representation figures.

3.0 Financial, Legal, Equality, Environmental & Risk Issues

- 3.1 Contained in the report.

Background Papers:	Working papers
Lead Officer:	Matthew Gleadell Tel: 01636 684801 Email: matthew.gleadell@newark.gov.uk

Appendix 1 – 2024/2025 Appointments

Finance and General Purposes Committee

- All Town Councillors

Planning Committee

- 9 Town Councillors

No.	Name	Group / Party
1.	Cllr. Lisa Geary (Chairman)	Labour
2.	Cllr. Esther Cropper	IFND
3.	Cllr. Neil Ross	IFND
4.	Cllr. Sophie Dickinson	IFND
5.	Cllr. L Goff	Labour
6.	Cllr. Tom Collier	IFND
7.	Cllr. Barbara Corrigan	IFND
8.	Cllr. Matthew Skinner	Conservative
9.	Cllr. Lynn Roulstone	Labour

Personnel Sub Committee

- 5 Town Councillors

No.	Name	Group / Party
1.	Cllr. Paul Taylor	Labour
2.	Cllr. Irene Brown	Independent
3.	Cllr. Glenis Rix (Chairman)	Independent
4.	Cllr. Susan Crosby	IFND
5.	Cllr. Matthew Skinner	Conservative

Environmental Stewardship Sub Committee

- 5 Town Councillors

No.	Name	Group / Party
1.	Cllr. Lynn Roulstone (Chairman)	Labour
2.	Cllr. Esther Cropper	IFND
3.	Cllr. Susan Crosby	IFND
4.	Cllr. Glenis Rix	Independent
5.	Cllr. Mathew Skinner	Conservative

Events, Arts, Culture and Twinning Sub Committee

- 5 Town Councillors

No.	Name	Group / Party
1.	Cllr. Tom Collier (Chairman)	IFND
2.	Cllr. Sophie Dickinson	IFND
3.	Cllr. Dawn Campbell	IFND
4.	Cllr. Jack Kellas	Conservative
5.	Cllr. Lynn Roulstone	Labour

Appendix 2 – Proportional Representation

The overall composition of the Council is as follows:

Group / Party	No. of Councillors	Percentage of Seats
IFND	8	44.4%
Labour	4	22.2%
Unaligned Independents	3	16.6%
Conservative	2	11%
Green	1	5.5%

In the case of the Green party on smaller committees and sub committees of 5, their proportionate number of seats does not account to a whole seat. Members should consider if they wish to seek to incorporate all groups on all sub committees which in doing so does make the proportional representation academic.

Planning Committee

Assuming a committee of 9 as per present arrangements.

44.4% of 9 is 3.5

22.2% of 9 is 1.998

16.6% of 9 is 1.5

11% of 9 is 0.99

5.5% of 9 is 0.49

Based on the above the suggested make-up of the Committee to be as close as possible to being proportionate and also incorporate all groups would be :

IFND 3

Labour 2

Unaligned Independents 2

Conservative 1

Green 1

If the committee is increased to 10 members, the committee could be:

IFND 4

Labour 2

Unaligned Independents 2

Conservative 1

Green 1

Some groups may not wish to take their seats in which case the membership will appoint alternatives from other groups as has occurred previously.

Personnel Sub Committee

Assuming a sub committee of 5 members if all groups are to be represented then each group would have 1 seat (on the basis that unaligned independents are treated as a group for the purpose of this exercise).

IFND 1

Labour 1

Unaligned Independents 1

Conservative 1

Green 1

In the case of Personnel due to the nature of the business involved and consistency it is suggested that the same members continue if willing to do so albeit this would deny the Green group of a seat.

Environmental Stewardship Sub Committee and Events, Arts, Culture and Twinning Sub Committee

As Sub Committees of 5 members again to accommodate all groups each group would have a single seat.

It is expected that even if the membership do wish to offer a seat to every group that the Green member may not wish to take a seat on each sub committee in any event in which case the membership can seek nominations from other groups.