

Elected Member Annual Report and Review 2012/13



Name of Member: Councillor Barbara Cobbold

Ward: Broadwater

Section 1: Attendance at Council/ Committee and Sub-Committee meetings

This section has been completed by Democratic Services and lists all Council and Committee meetings, including how many meetings of each, you attended for the period from Annual Council on 23 May 2012 to the end of April 2013.

Name of Committee	No. of meetings attended	No. of meetings held during the year
Full Council	5	6
Communities Cabinet Advisory Board	5	6
Licensing Committee	5	5
Licensing Sub-Committee (only 3 of the 15 members are called at any one time)	19	24
Western Area Planning Committee	12	12
Joint Eastern and Western Area Planning Committee	2	2
Cabinet (not a member)	1	15

Please list how many County Council, Parish/Town Council and Town Forum meetings you have attended.

County Council	Parish/Town Council	Town Forum
None	None	None

Section 2: Community Involvement

Please list details of organisations within the community with which you are involved, including any outside bodies that you have been appointed to by the Council in order to promote joint working and improved service delivery to the public.

Organisation	Brief description of your role
William Strong (Tonbridge)	Trustee
Commons Conservators	Member
Shopmobility	Trustee
Number One, Showfields	Trustee
Access Group	Member

Section 3: Assisting Constituents

Please give an illustration of the ways in which you have assisted or liaised with your constituents, or other residents of the Borough (i.e resolving problems), including details of any surgeries you have held.

I do not hold surgeries as such, but when I am at Number One, Showfields I talk and assist the users of the centre – which is at least twice a week.

I have helped some of my constituents with litter problems, pot-hole issues and assisted some families with form-filling and listening to complaints (sometimes this ends with a satisfactory conclusion). Many of my constituents appear grateful for my help and say thank you.

Section 4: Special Responsibilities

Please list any other positions of responsibility that you may hold within this Council (for example: Portfolio Holder, Chairman, Vice-Chairman, Lead Member, or Mayoral duties).

Responsibility	Nature of your duties
Chairman, Licensing Committee	As well as chairing the meetings of the Licensing Committee, I meet regularly with the Head of Environment and Street Scene to discuss any issues affecting his department. I am also in regular contact with the Licensing Team.

Section 5: Learning and Development

This section has been completed by Democratic Services and lists dates and details of attendance at training sessions, conferences, seminars etc during the period 23 May 2012 to the end of April 2013 which have supported you in your duties as a councillor. Please check this with your own records and contact Wendy Newton-May if you have any queries.

Details of event	Date attended
Planning Committee Training	28 May 2012
Media Training	29 May 2012
Licensing Committee Training	29 May 2012
Equality Act Training	14 June 2012
New Governance Briefing	19 June 2012
Short Bite - Q & A's	20 June 2012
Website Briefing	21 June 2012
Localism Act Training	9 July 2012
Member Briefing – Rate Relief	18 July 2012
Member Briefing - Benenden Hospital Briefing	28 August 2012
Member Briefing – Local Council Tax Discount Scheme	5 September 2012
Short Bite - Article 4 Directions	12 September 2012
Community Infrastructure Levy	20 September 2012
Member Briefing – Landscape Designations	3 October 2012
Member Briefing – Gypsy Awareness	16 October 2012
Code of Conduct and Register of Interests	25 October 2012
MKIP Partnership	1 November 2012
Introduction to Noise	4 December 2012
Affordable Housing	5 December 2012
Strategic Compass and Budget	12 December 2012
Residents Survey 2012 Results	17 January 2013
Licensing Training	22 January 2013

Planning Short Bite – Merger of Planning Committees and Changes to Permitted Development	13 February 2013
Policy Framework Briefing	20 February 2013
Members Questions and Answers and Planning Forums	6 March 2013
Site Allocations	21 March 2013
NPPF – 1 year on	27 March 2013
Update on the Business Delivery Unit	16 April 2013
Planning Short Bite – Planning Forums	17 April 2013

Do you have any other learning and development needs that have not been identified or met by the Council? If so, please set out below.

None at the present time.

Section 6: Internal Meetings Attended

Please give details of role and attendance at internal meetings, including Working Parties/Groups and Political Group meetings.

Details of event	Role and purpose
Conservative Group Meetings	Member – discuss council issues.
Various meetings with officers relating to planning and licensing matters	In relation to my role as Chairman of Licensing Committee
Visit to Sevenoaks Licensing Hub	In relation to my role as Chairman of Licensing Committee

Section 7: Supplementary Information

Please feel free to add any information you consider may assist in defining your role as an elected Member, any outside obligations that may impact on your role or any additional information you wish to add.

Dated:14 May 2013