

# Elected Member Annual Report and Review 2015



Name of Member: Councillor David Elliott

Ward: Southborough North

## 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 January to December 2015.*

1 January – 27 May

Name of Committee	No. of meetings attended	No. of meetings held during the year
Full Council	4	4
Planning Committee	6	6
Finance & Governance Cabinet Advisory Board	1	2
Planning & Transportation Cabinet Advisory Board	2	2

28 May – 31 December

Name of Committee	No. of meetings attended	No. of meetings held during the year
Full Council	3	3
General Purposes Committee	0	0

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

County Council	Parish/Town Council	Town Forum
Nil	31 – I am a member of Southborough Town Council and serve on the Parks & Cemetery and Planning & Transportation Committees.	Nil

## **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
The Southborough Society	Member
Southborough and High Brooms District Overseas Friendship Association	Committee Member
T.S.Brilliant Sea Cadet Unit	Fund raising Committee Member. I organise a Classic Car Show for the annual Funday Sunday event in May on the Ridgewaye Playing fields in Southborough.
Southborough Lions	I organise a Classic Car show for their annual Gala Day in June at Meadows School in Southborough.
Southborough and High Brooms Cycling Working 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 have not held any surgeries but I have a very high profile in the community.

I have assisted constituents with various housing and planning issues.

I have reported highways issues such as potholes to KCC.

I helped a neighbour to obtain a replacement wheelie bin which had been stolen.

### 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
Mayor (from May 2015)	Carrying out the full duties and responsibility of the role concentrating my activities on functions within the Borough and the rural areas such as Cranbrook.
Deputy Mayor (until May 2015)	Assisting and substituting for the Mayor. Vice-chairman of the Council.
Chairman of Tunbridge Wells in Bloom	Ensuring that the Parks team have the necessary resources from the Borough and support from the Community. We won two Gold Awards in 2014.
Secretary of the Conservative Group on the Borough Council (until May 2015)	Arranging Group meetings, taking minutes, writing them up and circulating them to the Group. Sending out Agendas.
Borough Representative on the Kent Flood Risk Management Committee (until May 2015)	See that the Borough's interests are represented. Attend meetings at County Hall as required. Go on site visits.
Borough Representative on the Southborough Hub Project	Ensuring that the Borough's interests are represented.

## 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 January to December 2015 which have supported you in your duties as a councillor. Please check this with your own records and contact Emily Metcalf if you have any queries.*

Details of event	Date attended
Planning Short Bites Prior Notifications	21 January 2015
Member Briefing 5 year Plan Transforming the Museum	25 February 2015
Member Briefing Local Policing in TW	18 March 2015
Planning Short Bites -Heritage Assets	25 March 2015
Planning Committee Short Bite - pd/eia regulations	08 April 2015
Planning Committee Short Bite - "Call-In" and Update on Enforcement	29 April 2015
Counting the Cost of Difficult Planning Decisions	22 July 2015
Health Matters	17 September 2015
Community Safety	13 October 2015
Re-development at RVP	27 October 2015
Update of Review of Care Quality	19 November 2015
Transformation Challenge Award	3 December 2015

*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.*

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## 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	Group Secretary
Community Grants' Assessment Panel	Member
Development Advisory Panel	Member
Sewerage Capacity and New Development Task and Finish Group – Overview and Scrutiny Committee	Member

**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: 2 January 2016