

Elected Member Annual Report and Review 2011/12



Name of Member: Councillor Miss Caroline Derrick

Ward: St John's

Year elected: 2011

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 25 May 2011 to the end of April 2012.

Name of Committee	No. of meetings attended	No. of meetings held during the year
Council	6	6
Communities & Partnerships Select Committee (substitute)	3	7
Economy & Governance Select Committee	10	10
Licensing Committee	3	5
Licensing Sub-Committee (only three members appointed at any one point)	4	16
Western Area Planning Committee (substitute)	4	13

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

County Council	Parish/Town Council	Town Forum
Full Council July 2011 KEB Creative, Media & Communications Consultation February 2012	Southborough Town Council Annual AGM April	five

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 (please contact Democratic Services if you need any information on the number of meetings held by the Outside Bodies per year.

Organisation and brief description of your role	No. of meeting attended	No. or frequency of meetings held during the year	Council Appointment? (yes or no)
St Johns Branch Conservative Chairman	All		No
Six Skinners Road Resident Association Local Councillor	All		No
Four Roads Resident Association Local Councillor	All		No
Age Concern AGM	One		Yes
Friends of the Royal Victoria Hall Committee member	All		No
Camden Road Guild Helping with their community centre.	Just formed		No

Section 3: Assisting Constituents

Please give an illustration of the ways in which you have assisted your constituents, or other residents of the Borough (i.e ward walks, resolving problems in TWBC services), including details of any surgeries you have held. How do you make it easier for constituents to contact you?

Met and spoken to local residents on various issues including St Johns Park, Missing or mis-place road signs, potholes, road markings, parking issues in Residents roads, allotments, bollards outside Sainsbury, home help for people to stay in their own homes, environment health issue.

Worked with local residents in Stephens Road to have their missing trees replaced.

Personally removed graffiti from public items in seven different roads in St Johns ward.

I can be contacted anytime by phone, email and letter, also face to face meetings.

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, Champion, or Mayoral duties).

Responsibility	Nature of your duties

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 25 May 2011 to end of April 2012 which have supported you in your duties as a councillor. Please check this with your own records and contact Wendy Newton-May, Democratic Services, if you have any queries.

Details of event	Date attended
New Member Induction	20/05/11
1 to 1 IT coaching	02/06/11 & 23/11/11
New Member Induction	22/6/11
Licensing Training	15/06/11
Short Bite: Overview of National Planning Policy	24/8/11
Member Briefing: Sherwood Vision	15/09/11
Member Briefing: Ice Rink / Universal Credits	19/10/11
Member Briefing: Love Where We Live Awards/2012 Year of Celebrations	14/12/11
Member Briefing: Council Priorities for 2012	12/01/12
Social Media	01/02/12

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.

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 frequency of attendance
Tunbridge Wells Transport Forum	Member and all
Supporting local Business working group	Member, missed one
TWITA: Tunbridge Wells is Traffic aware	Chairman and all
Conservative Association Management and Executive	Member, most
Conservative Group	Member, missed two

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.

My first year has been a very deep learning curve, I have enjoyed meeting and working with residents in St Johns ward. I've been lucky to be invited to groups and organisations that I didn't know about before become a councillor and seeing how much they work in the best interest for Tunbridge Wells as a whole.

Another charity I'm involved with is The Lady Taverners which this year we hold three events in Tunbridge Wells.

Date completed: 23May 2012

**PLEASE RETURN THIS FORM BY 18 MAY 2012 TO
DEMOCRATIC SERVICES**