

# Elected Member Annual Report and Review 2011/12



Name of Member: Councillor Ms Dianne Hill  
Ward: Southborough & High Brooms  
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
Environment, Health & Housing Select Committee	9	10
Licensing Committee	5	5
Licensing Sub-Committee (only 3 members required at any one time)	2	15
Joint Transportation Board (not a member)	3	5

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

County Council	Parish/Town Council	Town Forum
	<i>As a Southborough Town Councillor, there are many meetings.</i>	

## 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)
SHDOFA (twining ass.)	3		none
Southborough Society	6		
Friends of Barnett's Wood	6		
Southborough in Bloom	10 (planting up)		
Tw Civic Society	3		
School Gov St Matthew's	6 + visits		

## 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?*

Arranged a meeting for residents which resulted in Kibbles Lane having a bus service after contacting various bus Companies.

Helped and supported a homeless single mum through the systems now in temp housing.

Helped with quite a few T&C maintenance/repairs issues.

Contacted Royal Mail regarding Post box in Blackthorn Ave (only one in Barnett's Wood) which had been removed due to vandalism. Now to be re-instated in a more visible place.

I have dealt with many residents issues.

I have dealt with quite a few issues regarding allotments across the whole Borough.

My telephone numbers and address go out in the Southborough Newsletter 3 times a year as well as being easily accessible through many sources.

I am always available if not I will always return a call.

As the Southborough Town Council Labour group we hold surgeries in Bliss community café once a fortnight. I deal with any Borough issues.

## 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
Member Induction	20/05/11
1 to 1 IT Coaching	02/06/11
Induction for New Councillors	08/06/11
Licensing Training	15/06/11
Members' Briefing: Sherwood Vision	15/09/11
Members' Briefing: Ice Rink/Universal Credits	19/10/11
Member Development Charter Plus	28/10/11
Members' Briefing: Calling Planning Applications to Committee	17/11/11
Members' Briefing: Love Where We Live/ 2012 Year of Celebrations	14/12/11
Members' Briefing: Council Priorities for 2012	12/01/12
CCTV Visit	31/01/12
Members' Briefing: Empty Properties in the Borough	25/04/12

*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.*

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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 frequency of attendance
Grants for disabled facilities working group	6

**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.*

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**Date completed: 15<sup>th</sup> May 2012**

<p><b>PLEASE RETURN THIS FORM BY 18 MAY 2012 TO DEMOCRATIC SERVICES</b></p>
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