

# Public Document Pack



## EPSOM & EWELL BOROUGH COUNCIL

### TOWN HALL

### EPSOM

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04 December 2023

SIR OR MADAM

I hereby summon you to attend a Special meeting of the Council of the Borough of Epsom and Ewell which will be held at the Council Chamber, Epsom Town Hall, Epsom on **TUESDAY, 12TH DECEMBER, 2023 at 9.30 pm or at the rising of the Ordinary meeting of the Full Council on the same evening, whichever is the later.** The business to be transacted at the Meeting is set out on the Agenda overleaf. A link to the meeting is provided above.

Prayers will be said by the Mayor's Chaplain prior to the start of the meeting.



Chief Executive

## **EMERGENCY EVACUATION PROCEDURE**

No emergency drill is planned to take place during the meeting. If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest available exit. You will be directed to the nearest exit by council staff. It is vital that you follow their instructions.

- You should proceed calmly; do not run and do not use the lifts;
- Do not stop to collect personal belongings;
- Once you are outside, please do not wait immediately next to the building, but move to the assembly point at Dullshot Green and await further instructions; and
- Do not re-enter the building until told that it is safe to do so.

### **Public information**

**Please note that this meeting will be held at the Town Hall, Epsom and will be available to observe live on the internet.**

A link to the online address for this meeting is provided on the first page of this agenda and on the Council's website. A limited number of seats will also be available in the public gallery at the Town Hall. For further information please contact Democratic Services, email: [democraticservices@epsom-ewell.gov.uk](mailto:democraticservices@epsom-ewell.gov.uk), telephone: 01372 732000.

Information about the terms of reference and membership of this Committee are available on the [Council's website](#). The website also provides copies of agendas, reports and minutes.

Agendas, reports and minutes for this Committee are also available on the free Modern.Gov app for iPad, Android and Windows devices. For further information on how to access information regarding this Committee, please email us at [democraticservices@epsom-ewell.gov.uk](mailto:democraticservices@epsom-ewell.gov.uk).

### **Exclusion of the Press and the Public**

There are no matters scheduled to be discussed at this meeting that would appear to disclose confidential or exempt information under the provisions Schedule 12A of the Local Government Act 1972 (as amended). Should any such matters arise during the course of discussion of the below items or should the Mayor agree to discuss any other such matters on the grounds of urgency, the Council will wish to resolve to exclude the press and public by virtue of the private nature of the business to be transacted.

### **Questions and statements from the Public**

Questions and statements from the public are not permitted at meetings of the Council. [Annex 4.2](#) of the Epsom & Ewell Borough Council Operating Framework sets out which Committees are able to receive public questions and statements, and the procedure for doing so.

### **Filming and recording of meetings:**

The Council allows filming, recording and photography at its public meetings. By entering the Council Chamber and using the public gallery, you are consenting to being filmed and to the possible use of those images and sound recordings.

Members of the Press who wish to film, record or photograph a public meeting should contact the Council's Communications team prior to the meeting by email at: [communications@epsom-ewell.gov.uk](mailto:communications@epsom-ewell.gov.uk)

Filming or recording must be overt and persons filming should not move around the room whilst filming nor should they obstruct proceedings or the public from viewing the meeting. The use of flash photography, additional lighting or any non-handheld devices, including tripods, will not be allowed.

## **SPECIAL FULL COUNCIL MEETING**

**Tuesday 12 December 2023**

**Commencing at 9.30 pm or at the rising of the Ordinary meeting of the Full Council on the same evening, whichever is the later**

**Council Chamber - Epsom Town Hall,  
<https://www.youtube.com/@epsomandewellBC/playlists>**

For further information, please contact [democraticservices@epsom-ewell.gov.uk](mailto:democraticservices@epsom-ewell.gov.uk) or tel: 01372 732000

### **AGENDA**

#### **1. DECLARATIONS OF INTEREST**

To receive declarations of the existence and nature of any Disclosable Pecuniary Interests from Members in respect of any item to be considered at the meeting.

#### **2. CONFERRING THE TITLE OF HONORARY ALDERMAN (Pages 5 - 8)**

The report invites the Council to consider conferring the title of Honorary Alderman on

1. former Councillor Eber Kington
2. former Councillor Chris Frost, and
3. the late former Councillor Clive Smitheram (awarded posthumously)

in recognition of their eminent services to the Borough.

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## CONFERRING THE TITLE OF HONORARY ALDERMAN

<b>Head of Service:</b>	Piero Ionta, Head of Legal and Monitoring Officer
<b>Wards affected:</b>	(All Wards);
<b>Appendices (attached):</b>	Appendix 1 – citation for former Councillor Eber Kington <b>(to follow)</b> Appendix 2 – citation for former Councillor Chris Frost <b>(to follow)</b> Appendix 3 – citation for the late former Councillor Clive Smitheram <b>(to follow)</b>

### Summary

The report invites the Council to consider conferring the title of Honorary Alderman on

1. former Councillor Eber Kington
2. former Councillor Chris Frost, and
3. the late former Councillor Clive Smitheram (awarded posthumously)

in recognition of their eminent services to the Borough.

### Recommendation (s)

#### The Council is asked to:

- (1) **Agree to confer the title of Honorary Alderman on, and place on record its deep appreciation of the eminent services to the Council rendered by:**
  - a. **former Councillor Eber Kington**
  - b. **former Councillor Chris Frost, and**
  - c. **the late former Councillor Clive Smitheram (awarded posthumously)**

### 1 Reason for Recommendation

- 1.1 At its meeting of 14 November 2023, the Strategy and Resources Committee agreed to recommend that the Council confer the title of Honorary Alderman on former Councillor Eber Kington, former Councillor Chris Frost and the late former Councillor Clive Smitheram (awarded posthumously) in recognition of their eminent services to the Borough.

## 2 Background

- 2.1 Section 249 of the Local Government Act 1972 allows Local Authorities to appoint both Honorary Freemen and Honorary Aldermen. The criterion for appointment as Freemen is that an individual should be a “person of distinction” and have “rendered eminent service to the place or area”. The criterion for appointment as an Alderman is that an individual “should have rendered eminent service to the Council as [a] past Member of that Council”. There is no bar on an individual being both an Honorary Freeman and an Honorary Alderman.
- 2.2 The Local Government Act specifies that both Honorary Freemen and Honorary Aldermen must be appointed at a Special Meeting of Council specifically convened for that purpose (so no other business can be transacted at such a meeting), with the appointment being endorsed by a two thirds majority of those Members in attendance at the meeting.
- 2.3 Honorary Aldermen have no ‘legal or social precedence’ but it is custom and practice that they are invited to all Civic ceremonial events. The Aldermen have no right to attend meetings of the Council or its committees beyond those of the public, but the Council has recognised their attendance and allowing them to sit within the Chamber. The Aldermen status does not carry with it any allowances or payments to which serving councillors are entitled.
- 2.4 It is customary for the Council in the first year of a new municipal term to consider the possibility of the award of honours to Councillors who have given long and distinguished service and who have usually held the office of Mayor of the Borough.
- 2.5 Until consideration of this matter, no prior considerations of the title of Honorary Alderman have been awarded posthumously. It is recommended in light of his exceptional service to the council, that it is appropriate to confer the status of Honorary Alderman posthumously as a mark of the Council’s respect for the late former Councillor Clive Smitheram.
- 2.6 Former Councillor Eber Kington served as an Epsom and Ewell Borough Councillor for 36 years, from May 1987 to May 2023 and was Mayor of the Borough 1999-2000, and Deputy Mayor 2000-2001.
- 2.7 Former Councillor Chris Frost served as an Epsom and Ewell Borough Councillor for 24 years, from May 1999 to May 2023 and was Mayor of the Borough 2015-2016, and Deputy Mayor 2014-2015.
- 2.8 The late Former Councillor Clive Smitheram served as an Epsom and Ewell Borough Councillor for 23 years, from May 1999 to April 2022 and was Mayor of the Borough 2010-2011, and Deputy Mayor 2011-2012.

## 3 Risk Assessment

Legal or other duties

3.1 Equality Impact Assessment

3.1.1 Not applicable.

3.2 Crime & Disorder

3.2.1 Not applicable.

3.3 Safeguarding

3.3.1 Not applicable.

3.4 Dependencies

3.4.1 Not applicable.

3.5 Other

3.5.1 Not applicable.

#### 4 Financial Implications

4.1 Section 249(4A) of the Local Government Act 1972 provides that principal councils:

*‘ . . . may spend such reasonable sum as it thinks fit for the purpose of presenting an address, or a casket containing an address, to a person upon whom it has conferred the title of honorary alderman or honorary alderwoman.’*

4.2 There are costs of preparing the traditional scrolls and a photographer for the ceremony. It is also customary for the Council to cover the cost of any hospitality provided for the newly elected Alderman and a select number of guests. Hospitality will be held on a date to be confirmed in March 2024 at a Civic event held at Bourne Hall.

4.3 It is estimated that these costs will amount to £4,250 in total and will be met from existing budgets.

4.4 **Section 151 Officer’s comments:** None arising from the contents of this report.

#### 5 Legal Implications

5.1 The formal decision to confer the status of Honorary Alderman must be ratified by a Special Meeting of the Council.

5.2 **Legal Officer’s comments:** None arise from the content of this report.

## 6 Policies, Plans & Partnerships

- 6.1 **Council's Key Priorities:** This proposal does not engage any of the Council's Key Priorities.
- 6.2 **Service Plans:** The matter is not included within the current Service Delivery Plan.
- 6.3 **Climate & Environmental Impact of recommendations:** Not applicable.
- 6.4 **Sustainability Policy & Community Safety Implications:** Not applicable.
- 6.5 **Partnerships:** Not applicable.

## 7 Background papers

- 7.1 The documents referred to in compiling this report are as follows:

### **Previous reports:**

- [Report to Strategy and Resources Committee, 14 November 2023](#)

### **Other papers:**

- none