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**MINUTES OF A MEETING OF THE  
GOVERNANCE COMMITTEE  
Town Hall, Main Road, Romford  
19 November 2014 (7.30 - 7.40 pm)**

**Present:**

**COUNCILLORS**

**Conservative Group** Michael White (Chairman), Osman Dervish,  
Roger Ramsey, Damian White and +Robert Benham

**Residents' Group** Ray Morgon, Stephanie Nunn and Barry Mugglestone

**East Havering  
Residents' Group** Clarence Barrett (Vice-Chair) and Darren Wise

**UKIP Group** Ian de Wulverton

**Independent Residents  
Group** +David Durant

Apologies for absence were received from Councillors Melvin Wallace, Lawrence Webb, and Jeffrey Tucker. Councillor Wallace was substituted by Councillor +Benham and Councillor Tucker, by Councillor +Durant, respectively.

There were no disclosures of pecuniary interest

Decisions were taken without division unless otherwise stated.

**14 MINUTES**

The minutes of the meeting held on 14 October 2014 were agreed as a true record and signed by the Chairman.

**15 POLLING DISTRICT REVIEW**

The Committee was reminded that under the Electoral Administration Act 2006 the Council had to undertake a polling district and polling place review by the Acting Returning Officer in 2007 and every fourth year thereafter. The previous review had been carried out in 2011 and the 2014 review was currently being undertaken. Members were reminded that the aims of the review were to:

Ensure that:-

- (a) as far as possible polling places are accessible to all.
- (b) polling places fall within the polling district wherever possible.

- (c) account be taken of justifiable complaints by electors, and any responses received from this consultation.

Members' attention was drawn to the list of those consulted, and a summary of responses as a result of the review. A Member raised concerns about one of the Polling Stations. Specifically, the use of the Methodist Church Hall situated in Hall Lane in the Cranham 5 Polling District. The Committee was provided with comparative "turn-out" figures for polling stations in the area which showed that the local turn-out at this Polling Station was significantly lower than those around it.

Members considered that there might be more appropriate alternatives and asked for that to be explored and this Polling District to be re-reviewed. The Committee was mindful that a provisional recommendation to Council had already been published and directed that the recommendation be amended.

The Committee **RESOLVED** to amend the recommendation to Council that:

**The changes to the Polling Districts reviewed should be incorporated into the register published on 1 December 2014, and the alternative polling stations used at the Parliamentary elections in May 2015 in accordance with the Electoral Administration Act 2006 with the exception of CM5 Upminster Methodist Church Hall, Hall Lane for which a further review is to be undertaken and a recommendation brought back to a future meeting of the Council.**

16 **APPOINTMENT TO OUTSIDE BODIES AND OTHER ORGANISATIONS 2014/15**

The Committee was reminded about the responsibility it had to approve the nomination of candidates to the Romford Combined Charity. Two former councillors' terms of office expired on 3 November and as they did not wish to be re-nominated, new nominees were sought and Councillors Wendy Brice-Thompson and Dilip Patel had been nominated to replace them.

A third trustee – former councillor Wilf Mills had resigned and his term continued until 3 November 2016. Councillor Joshua Chapman had been nominated to fill this vacancy.

The Committee was invited to either accept and endorse the three nominees or propose alternative nominees.

The Committee **confirmed** the nomination of Councillors Wendy Brice-Thompson, Dilip Patel and Joshua Chapman to be trustees of the Romford Combined Charity. Councillor Chapman until 3 November 2016 and Councillors Brice-Thompson and Patel for a full five year term until 3 November 2019:

17 **MONITORING OFFICER NO 03 AMENDMENTS TO THE CONSTITUTION**

Members considered a report of the Monitoring Officer containing various changes to the Constitution.

The Committee **noted** the changes within the appendices to the report.

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**Chairman**

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