



Annual Council Meeting

Wednesday, 24th May, 2023 at 6.00 pm

Park Suite, Parkside, Chart Way, Horsham

To: All Members of the Council

(Please note that prayers will be taken by The Reverend Canon Lisa Barnett, Team Rector of Horsham, before the meeting commences)

You are summoned to the meeting to transact the following business

Jane Eaton
Chief Executive

Agenda

	Page No.
1. Apologies for absence	
2. To elect a Chairman of the Council for the ensuing year	
3. To move a vote of thanks to the retiring Chairman	
4. To appoint a Vice-Chairman of the Council for the ensuing year	
5. To receive any announcements from the Chairman of the Council or the Chief Executive	
6. Returning Officer's Return of Members Elected on 4 May 2023 To receive the report of the Returning Officer	5 - 10
7. Review of Political Balance and Allocation of Seats to Political Groups To receive the report of the Interim Monitoring Officer	11 - 14
8. To elect the Leader of the Council <i>Note: The elected Leader will subsequently</i> <ul style="list-style-type: none">• <i>Determine the number of Members to be appointed to their Cabinet</i>• <i>Appoint Members to the Cabinet</i>• <i>Appoint one of the Members of the Cabinet to be Deputy Leader</i>• <i>Determine the scope of the individual portfolios</i>• <i>Allocate the Cabinet Members to each portfolio</i>	

9. **To appoint the Overview and Scrutiny Committee of the Council for the ensuing year**

To appoint Members to the Overview and Scrutiny Committee for the year in accordance with the Political Balance report (15 Members)

Note: The Overview and Scrutiny Committee has the functions set out in Article 6 of the Council's Constitution

Neither Cabinet Members nor the Chairman of the Council may be members of Overview and Scrutiny Committees

10. **Constitution of the Planning and Employment Committees**

Note: Membership of the Planning and Employment Committees are constituted as set out in 10(a) and 10(b) below respectively rather than by political balance, in accordance with the Political Balance report

a) To appoint the Planning Committees of the Council and Members thereto for the year:

(i) Planning Committee (North) All Ward Members for the area of the Committee, namely: Horsham (unparished area) and the parishes of Broadbridge Heath, Colgate, Itchingfield, Lower Beeding, North Horsham, Nuthurst, Rudgwick, Rusper, Shipley, Slinfold, Southwater and Warnham together with the Cabinet Member with responsibility for Development Management and the Chairman of the Planning Committee (South)

(ii) Planning Committee (South) All Ward Members for the area of the Committee, namely: the parishes of Amberley, Ashington, Ashurst, Billingshurst, Bramber, Coldwaltham, Cowfold, Henfield, Parham, Pulborough, Shermanbury, Steyning, Storrington & Sullington, Thakeham, Upper Beeding, Washington, West Chiltington, West Grinstead, Wiston and Woodmancote together with the Cabinet Member with responsibility for Development Management and the Chairman of the Planning Committee (North)

b) To appoint the Employment Committee of the Council and Members thereto for the year:

The Chairman of the Council, Leader of the Council and Leader of the Minority Group (3 Members) plus a pool of six non-voting Member co-optees

11. **To appoint the ordinary Committees of the Council for the year**

To appoint the following ordinary Committees of the Council, and the Members to those Committees, for the year in accordance with the Political Balance report

(a) Audit Committee (7 Members)

(b) Governance Committee (to include the Chairman of the Council, the Chairman of the Overview and Scrutiny Committee and one Member of the Cabinet) (9 Members)

(c) Licensing Committee (15 Members)

(d) Standards Committee (7 Members **plus** two Parish Council Representatives nominated by the Horsham Association of Local Councils (HALC) and two independent persons already co-opted)

Note: One Parish Representative has already been co-opted, one to be nominated by HALC for recommendation to Council in September

12. **To appoint Members to the Henfield Commons Joint Committee (3 Members of the Council)**

To appoint two Members for the Henfield Ward and one Member for the Bramber, Upper Beeding & Woodmancote Ward

13. **Policy Development Advisory Groups**

To note that Cabinet Members' Policy Development Advisory Groups will be appointed after the Leader of the Council has confirmed their Cabinet and the scope of each portfolio

14. **Representatives on Outside Bodies**

To note that details of the appointment of representatives to outside bodies will be undertaken by the Leader of the Council, as set out under Part Three, paragraph three 3.3.2 (k) of the Constitution. The appointments will be noted at a future meeting of the Council.

15. **Ordinary meetings of the Council**

(a) To confirm the programme of ordinary meetings of the Council for the year, as follows:

Wednesday 21 June 2023
Wednesday 6 September 2023
Wednesday 11 October 2023
Wednesday 13 December 2023
Wednesday 21 February 2024
Wednesday 24 April 2024
Wednesday 29 May 2024 (Annual Meeting)

(b) To agree the time of ordinary meetings of the Council for the year