



Email: [committeeservices@horsham.gov.uk](mailto:committeeservices@horsham.gov.uk)  
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# Governance Committee

Tuesday, 17th March, 2020 at 6.15 pm  
Conference Room, Parkside, Chart Way, Horsham

Councillors: Andrew Baldwin (Chairman)  
Toni Bradnum (Vice-Chairman)  
Philip Circus  
Leonard Crosbie  
Tim Lloyd  
Christian Mitchell  
Kate Rowbottom  
David Skipp

You are summoned to the meeting to transact the following business

Glen Chipp  
Chief Executive

## Agenda

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	Page No.
1. <b>Apologies for absence</b>	
2. <b>Minutes</b> To approve as correct the minutes of the meeting held on 26 November 2019 <i>(Note: If any Member wishes to propose an amendment to the minutes they should submit this in writing to <a href="mailto:committeeservices@horsham.gov.uk">committeeservices@horsham.gov.uk</a> at least 24 hours before the meeting. Where applicable, the audio recording of the meeting will be checked to ensure the accuracy of the proposed amendment.)</i>	3 - 4
3. <b>Declaration of Members' Interests</b> To receive any declarations of interest from Members of the Committee	
4. <b>Announcements</b> To receive any announcements from the Chairman of the Committee or the Chief Executive	
5. <b>Polling Station Review - use of schools</b> To receive an update from the Monitoring Officer	

6. **Alterations to the Constitution**

To consider the following change to the Constitution:

- (a) Public speaking at Cabinet

7. **Urgent Business**

Items not on the agenda which the Chairman of the meeting is of the opinion should be considered as urgent because of the special circumstances

**Governance Committee**  
**26 NOVEMBER 2019**

Present: Councillors: Andrew Baldwin, Toni Bradnum, Tim Lloyd,  
Christian Mitchell, Kate Rowbottom and David Skipp

Apologies: Councillors: Philip Circus and Leonard Crosbie

GO/16 **MINUTES**

The Minutes of the meeting held on the 29<sup>th</sup> October 2019 were approved and signed as a correct record.

GO/17 **DECLARATION OF MEMBERS' INTERESTS**

There were no declarations of interests.

GO/18 **ANNOUNCEMENTS**

None.

GO/19 **REVIEW OF POLLING DISTRICTS, POLLING PLACES AND POLLING STATIONS**

The Monitoring Officer presented a report and said that the Electoral Registration and Administration Act 2013 required a review of all polling districts and polling places to be completed by 31 January 2020. Subsequent compulsory reviews had to be started and completed within the period of 16 months that starts on 1 October of every fifth year after 1 October 2018.

A major review of polling districts and polling places had been undertaken last year to take account of the new District wards introduced with effect from May 2019. For this reason few changes to polling places and no changes to polling districts were proposed in the current review. An additional mini-review would be conducted prior to the May 2020 elections in order to take account of any issues that arose from the forthcoming Parliamentary General election.

The consultation process in respect of the current review was now complete and the recommendations were set out in Appendix 3 of the report.

After a brief discussion, it was RESOLVED:

That:

- (i) A recommendation to Council to approve the revised schedule of polling districts, polling places and polling stations, as set out in Appendix 3, following the review carried out this year be approved; and;

- (ii) An additional mini-review would be conducted prior to the May 2020 elections to take account of any issues arising from the forthcoming Parliamentary General election.

GO/20 **URGENT BUSINESS**

None.

*The meeting closed at 18.05 having commenced at 17.34*

CHAIRMAN