
Apologies: Councillors: Paul Clarke, David Coldwell, Jonathan Dancer, Matthew French, David Jenkins, Tim Lloyd, Mike Morgan, Josh Murphy, Brian O’Connell, Connor Relleen, Ben Staines, Claire Vickers and Michael Willett

Before the official business of the meeting was transacted, the retiring Chairman addressed the Council regarding her year in office.

CO/1 TO ELECT A CHAIRMAN OF THE COUNCIL FOR THE ENSUING YEAR

It was moved by Councillor Toni Bradnum and seconded by Councillor Peter Burgess that Councillor Christian Mitchell be elected Chairman of the Council until the next annual meeting of the Council.

There being no other nominations, Councillor Mitchell was then declared elected as Chairman of the Council until the next annual meeting of the Council.

CO/2 TO MOVE A VOTE OF THANKS TO THE RETIRING CHAIRMAN

It was moved by Councillor Philip Circus, seconded by Councillor Liz Kitchen and

RESOLVED

That the Council's grateful thanks be extended to the retiring Chairman, Councillor Tricia Youtan, for her service as Chairman of the Council during the municipal year 2015/2016.

CO/3 TO APPOINT A VICE-CHAIRMAN OF THE COUNCIL FOR THE ENSUING YEAR

It was moved by Councillor Kate Rowbottom and seconded by Councillor John Chidlow that Councillor Roger Clarke be appointed Vice-Chairman of the Council until the next annual meeting of the Council.
There being no other nominations, Councillor Roger Clarke was declared appointed as Vice-Chairman of the Council for the ensuing Council year.

**CO/4**

**TO RECEIVE ANY ANNOUNCEMENTS FROM THE CHAIRMAN OF THE COUNCIL OR THE CHIEF EXECUTIVE**

The Chairman advised that the nominations from the Group Leaders for the membership of Committees and Policy Development Advisory Groups in 2016/17 were shown on the updated schedule circulated at the meeting.

**CO/5**

**TO APPOINT THE OVERVIEW AND SCRUTINY COMMITTEE OF THE COUNCIL FOR THE YEAR (15 MEMBERS OF THE COUNCIL)**

It was moved by Councillor Ray Dawe, seconded by Councillor David Skipp and **RESOLVED**

That the membership of the Overview and Scrutiny Committee of the Council for the municipal year 2016/17 be as follows:

- Cllr Toni Bradnum
- Cllr Nigel Jupp
- Cllr Alan Britten
- Cllr Tim Lloyd
- Cllr Paul Clarke
- Cllr Brian O'Connell
- Cllr Roger Clarke
- Cllr David Skipp
- Cllr David Coldwell
- Cllr Ben Staines
- Cllr Leonard Crosbie
- Cllr Michael Willett
- Cllr Jonathan Dancer
- Cllr Tricia Youtan
- Cllr Matthew French

**CO/6**

**CONSTITUTION OF THE DEVELOPMENT MANAGEMENT AND EMPLOYMENT COMMITTEES**

It was moved by Councillor Ray Dawe, seconded by Councillor David Skipp and **RESOLVED**

That, in accordance with Section 17 (1) of the Local Government and Housing Act 1989, the Development Management and Employment Committees be constituted on the basis set out in Minute No CO/7 below rather than political balance.

*(Note: The above resolution was adopted without any Member of the Council voting against)*
TO APPOINT THE DEVELOPMENT MANAGEMENT COMMITTEES OF THE COUNCIL FOR THE YEAR, AS FOLLOWS:

It was moved by Councillor Ray Dawe, seconded by Councillor David Skipp and RESOLVED

That the membership of the two Development Management Committees of the Council for the municipal year 2016/17 be as follows:

DEVELOPMENT MANAGEMENT (NORTH) COMMITTEE

Cllr John Bailey
Cllr Andrew Baldwin
Cllr Toni Bradnum
Cllr Alan Britten
Cllr Karen Burgess
Cllr Peter Burgess
Cllr John Chidlow
Cllr Roy Cornell
Cllr Christine Costin
Cllr Leonard Crosbie
Cllr Jonathan Dancer
Cllr Matthew French
Cllr Tony Hogben
Cllr Ian Howard
Cllr Liz Kitchen
Cllr Adrian Lee
Cllr Christian Mitchell
Cllr Josh Murphy
Cllr Godfrey Newman
Cllr Connor Relleen
Cllr Stuart Ritchie
Cllr David Skipp
Cllr Simon Torn
Cllr Claire Vickers
Cllr Tricia Youtan

plus the Cabinet Member with responsibility for strategic planning issues and the Chairman of Development Management (South) Committee

DEVELOPMENT MANAGEMENT (SOUTH) COMMITTEE

Cllr John Blackall
Cllr Jonathan Chowen
Cllr Philip Circus
Cllr Paul Clarke
Cllr Roger Clarke
Cllr David Coldwell
Cllr Ray Dawe
Cllr Brian Donnelly
Cllr David Jenkins
Cllr Nigel Jupp
Cllr Gordon Lindsay
Cllr Tim Lloyd
Cllr Paul Marshall
Cllr Mike Morgan
Cllr Brian O’Connell
Cllr Kate Rowbottom
Cllr Jim Sanson
Cllr Ben Staines
Cllr Michael Willett

plus the Cabinet Member with responsibility for strategic planning issues and the Chairman of Development Management (North) Committee
TO APPOINT THE FOLLOWING ORDINARY COMMITTEES OF THE COUNCIL FOR THE YEAR:

It was moved by Councillor Ray Dawe, seconded by Councillor David Skipp and RESOLVED

That the membership of the ordinary and joint committees of the Council for the municipal year 2016/17 be as follows:

ACCOUNTS, AUDIT & GOVERNANCE COMMITTEE

Cllr John Chidlow Cllr Paul Marshall
Cllr Brian Donnelly Cllr Godfrey Newman
Cllr Adrian Lee Cllr Stuart Ritchie
Cllr Tim Lloyd

EMPLOYMENT COMMITTEE

Chairman of Personnel Committee Leader of the Council
Leader of the Minority Group

plus a substitute pool of five additional Members:

Deputy Leader Cllr Godfrey Newman
Cllr Philip Circus Cllr Michael Willett
Cllr Leonard Crosbie

LICENSING COMMITTEE

Cllr John Blackall Cllr Paul Marshall
Cllr Karen Burgess Cllr Christian Mitchell
Cllr Peter Burgess Cllr Mike Morgan
Cllr Philip Circus Cllr Godfrey Newman
Cllr Roger Clarke Cllr Brian O’Connell
Cllr Tony Hogben Cllr Kate Rowbottom
Cllr Ian Howard Cllr Jim Sanson
Cllr Adrian Lee

PERSONNEL COMMITTEE

Cllr John Blackall Cllr Tony Hogben
Cllr Jonathan Chowen Cllr David Jenkins
Cllr Paul Clarke Cllr Liz Kitchen
Cllr Roger Clarke Cllr Tim Lloyd
Cllr Roy Cornell Cllr Mike Morgan
Cllr Christine Costin Cllr Kate Rowbottom
Cllr Jonathan Dancer Cllr Michael Willett
Cllr Ray Dawe
STANDARDS COMMITTEE

Cllr David Coldwell  
Cllr Brian Donnelly  
Cllr Ian Howard  
Cllr Christian Mitchell

Cllr Mike Morgan  
Cllr Godfrey Newman  
Cllr Tricia Youtan

Plus two co-opted Parish Council representatives, nominated by the Horsham Association of Local Councils, and two independent persons previously appointed by Council.

HENFIELD COMMONS JOINT COMMITTEE

Cllr David Coldwell  
Cllr Mike Morgan

Cllr Brian O'Connell

CENSUS JOINT COMMITTEE

Cllr Brian Donnelly  
Cllr Gordon Lindsay

TO APPOINT MEMBERS TO THE CABINET MEMBERS’ POLICY DEVELOPMENT ADVISORY GROUPS AND AGREE THEIR PROGRAMME OF MEETINGS FOR THE YEAR

It was moved by Councillor Ray Dawe, seconded by Councillor David Skipp and RESOLVED

That the membership of the Cabinet Members’ Policy Development Advisory Groups for the municipal year 2016/17 and their programme of meetings be as follows:

COMMUNITY AND WELLBEING POLICY DEVELOPMENT ADVISORY GROUP

<table>
<thead>
<tr>
<th>Members</th>
<th>Dates of Meetings</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cllr Kate Rowbottom</td>
<td>26th July 2016</td>
</tr>
<tr>
<td>Cllr Andrew Baldwin</td>
<td>27th September 2016</td>
</tr>
<tr>
<td>Cllr John Blackall</td>
<td>22nd November 2016</td>
</tr>
<tr>
<td>Cllr Toni Bradnum</td>
<td>31st January 2017</td>
</tr>
<tr>
<td>Cllr Alan Britten</td>
<td>28th March 2017</td>
</tr>
<tr>
<td>Cllr Karen Burgess</td>
<td>23rd May 2017</td>
</tr>
<tr>
<td>Cllr David Coldwell</td>
<td></td>
</tr>
<tr>
<td>Cllr Josh Murphy</td>
<td></td>
</tr>
<tr>
<td>Cllr Jim Sanson</td>
<td></td>
</tr>
<tr>
<td>Cllr David Skipp</td>
<td></td>
</tr>
<tr>
<td>Cllr Ben Staines</td>
<td></td>
</tr>
</tbody>
</table>
### FINANCE AND ASSETS POLICY DEVELOPMENT ADVISORY GROUP

<table>
<thead>
<tr>
<th>Members</th>
<th>Dates of Meetings</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cllr Brian Donnelly</td>
<td>4(^{th}) July 2016</td>
</tr>
<tr>
<td>Cllr John Bailey</td>
<td>31(^{st}) August 2016</td>
</tr>
<tr>
<td>Cllr John Chidlow</td>
<td>25(^{th}) October 2016</td>
</tr>
<tr>
<td>Cllr Paul Clarke</td>
<td>19(^{th}) December 2016</td>
</tr>
<tr>
<td>Cllr David Coldwell</td>
<td>1(^{st}) February 2017</td>
</tr>
<tr>
<td>Cllr Leonard Crosbie</td>
<td>11(^{th}) April 2017</td>
</tr>
<tr>
<td>Cllr Nigel Jupp</td>
<td></td>
</tr>
<tr>
<td>Cllr Adrian Lee</td>
<td></td>
</tr>
<tr>
<td>Cllr Tim Lloyd</td>
<td></td>
</tr>
<tr>
<td>Cllr Stuart Ritchie</td>
<td></td>
</tr>
<tr>
<td>Cllr Simon Torn</td>
<td></td>
</tr>
</tbody>
</table>

### HOUSING AND PUBLIC PROTECTION POLICY DEVELOPMENT ADVISORY GROUP

<table>
<thead>
<tr>
<th>Members</th>
<th>Dates of Meetings</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cllr Philip Circus</td>
<td>11(^{th}) July 2016</td>
</tr>
<tr>
<td>Cllr Andrew Baldwin</td>
<td>22(^{nd}) August 2016</td>
</tr>
<tr>
<td>Cllr Toni Bradnum</td>
<td>7(^{th}) November 2016</td>
</tr>
<tr>
<td>Cllr Alan Britten</td>
<td>23(^{rd}) January 2017</td>
</tr>
<tr>
<td>Cllr Matthew French</td>
<td>27(^{th}) March 2017</td>
</tr>
<tr>
<td>Cllr Nigel Jupp</td>
<td>15(^{th}) May 2017</td>
</tr>
<tr>
<td>Cllr Paul Marshall</td>
<td></td>
</tr>
<tr>
<td>Cllr Mike Morgan</td>
<td></td>
</tr>
<tr>
<td>Cllr Jim Sanson</td>
<td></td>
</tr>
<tr>
<td>Cllr David Skipp</td>
<td></td>
</tr>
<tr>
<td>Cllr Ben Staines</td>
<td></td>
</tr>
</tbody>
</table>

### LEISURE AND CULTURE POLICY DEVELOPMENT ADVISORY GROUP

<table>
<thead>
<tr>
<th>Members</th>
<th>Dates of Meetings</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cllr Jonathan Chowen</td>
<td>7(^{th}) July 2016</td>
</tr>
<tr>
<td>Cllr Roger Clarke</td>
<td>15(^{th}) September 2016</td>
</tr>
<tr>
<td>Cllr Christine Costin</td>
<td>10(^{th}) November 2016</td>
</tr>
<tr>
<td>Cllr Matthew French</td>
<td>5(^{th}) January 2017</td>
</tr>
<tr>
<td>Cllr Tony Hogben</td>
<td>9(^{th}) March 2017</td>
</tr>
<tr>
<td>Cllr Nigel Jupp</td>
<td>11(^{th}) May 2017</td>
</tr>
<tr>
<td>Cllr Adrian Lee</td>
<td></td>
</tr>
<tr>
<td>Cllr Christian Mitchell</td>
<td></td>
</tr>
<tr>
<td>Cllr Ben Staines</td>
<td></td>
</tr>
<tr>
<td>Cllr Michael Willett</td>
<td></td>
</tr>
<tr>
<td>Cllr Tricia Youtan</td>
<td></td>
</tr>
</tbody>
</table>
**LOCAL ECONOMY POLICY DEVELOPMENT ADVISORY GROUP**

**Members**
- Cllr Gordon Lindsay
- Cllr John Bailey
- Cllr Peter Burgess
- Cllr John Chidlow
- Cllr David Coldwell
- Cllr Leonard Crosbie
- Cllr Tony Hogben
- Cllr Liz Kitchen
- Cllr Adrian Lee
- Cllr Paul Marshall
- Cllr Stuart Ritchie

**Dates of Meetings**
- 22nd June 2016
- 5th October 2016
- 30th November 2016
- 11th January 2017
- 12th April 2017
- 17th May 2017

**PLANNING AND DEVELOPMENT POLICY DEVELOPMENT ADVISORY GROUP**

**Members**
- Cllr Claire Vickers
- Cllr Toni Bradnum
- Cllr Paul Clarke
- Cllr Ian Howard
- Cllr Liz Kitchen
- Cllr Paul Marshall
- Cllr Christian Mitchell
- Cllr Godfrey Newman
- Cllr Brian O’Connell
- Cllr Michael Willett
- Cllr Tricia Youtan

**Dates of Meetings**
- 14th July 2016
- 8th September 2016
- 3rd November 2016
- 12th January 2017
- 6th April 2017
- 1st June 2017

**WASTE, RECYCLING AND CLEANSING POLICY DEVELOPMENT ADVISORY GROUP**

**Members**
- Cllr Roy Cornell
- Cllr John Bailey
- Cllr John Blackall
- Cllr Toni Bradnum
- Cllr David Coldwell
- Cllr Matthew French
- Cllr Tim Lloyd
- Cllr Christian Mitchell
- Cllr Mike Morgan
- Cllr Godfrey Newman
- Cllr Simon Torn

**Dates of Meetings**
- 30th June 2016
- 29th September 2016
- 1st December 2016
- 19th January 2017
- 23rd March 2017
- 18th May 2017
ORDINARY MEETINGS OF THE COUNCIL

It was moved by Councillor Ray Dawe, seconded by Councillor David Skipp and

RESOLVED

(i) That the dates of ordinary meetings of the Council during the municipal year 2016/17 be:
   Wednesday 29th June 2016
   Wednesday 7th September 2016
   Wednesday 19th October 2016
   Wednesday 7th December 2016
   Wednesday 15th February 2017
   Wednesday 26th April 2017
   Wednesday 24th May 2017 (Annual Meeting)

(ii) That ordinary meetings of the Council during the municipal year 2016/17 commence at 6.00pm.

The meeting closed at 6.42 pm having commenced at 6.00 pm

CHAIRMAN