



# Annual Council Meeting

Wednesday, 24th May, 2017 at 6.00 pm  
Conference Room, Parkside, Chart Way, Horsham

To: All Members of the Council

*(Please note that prayers will be taken by Father David Bouskill, Vicar of Holy Trinity Church, Horsham before the meeting commences)*

You are summoned to the meeting to transact the following business

Tom Crowley  
Chief Executive

## Agenda

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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. **Announcements**  
To receive any announcements from the Chairman of the Council, the Leader, Members of the Cabinet or the Chief Executive
6. **To appoint the Overview and Scrutiny Committee of the Council for the year (15 Members of the Council)**  
*(Note: 1. The Overview and Scrutiny Committee has the functions set out in Article 6 of the Council's Constitution.  
2. Neither Cabinet members nor the Chairman of the Council may be members of Overview and Scrutiny Committees.  
3. Political balance is determined by reference to the political balance on the Council as a whole.)*
7. **Constitution of the Planning and Employment Committees**  
Pursuant to the provisions of Section 17 (1) of the Local Government and Housing Act 1989, to approve arrangements for the Planning and Employment Committees to be constituted as set out in 8 and 9(b) below respectively rather than political balance

8. **To appoint the Planning Committees of the Council for the year, as follows:**

- (a) 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, Slinfold, Southwater and Warnham together with the Cabinet Member with responsibility for Planning and Development and the Chairman of the Planning Committee (South).
- (b) 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, Shipley, Steyning, Storrington & Sullington, Thakeham, Upper Beeding, Washington, West Chiltington, West Grinstead, Wiston and Woodmancote together with the Cabinet Member with responsibility for Planning and Development and the Chairman of the Planning Committee (North).

9. **To appoint the following ordinary Committees of the Council for the year:**

- (a) Audit Committee (7 Members of the Council)
- (b) Employment Committee (3 Members of the Council (Chairman of the Council, Leader of the Council and Leader of the Minority Group plus a substitute pool of five additional Members (3 Conservative and 2 Liberal Democrat))
- (c) Governance Committee (9 Members of the Council (including the Chairman of the Council, the Chairman of the Overview and Scrutiny Committee and one Member of the Cabinet))
- (d) Licensing Committee (15 Members of the Council)
- (e) Standards Committee (7 Members of the Council (including the Chairman of the Council and one member of the Cabinet)  
*(Note: Plus two Parish Council Representatives nominated by the Horsham Association of Local Councils (one to be appointed at this meeting (see agenda item 12 below) and one already appointed) and two independent persons already co-opted)*

*(Note: Political balance on ordinary committees is calculated by reference to the aggregate number of seats on all ordinary committees.)*

10. **To appoint Members to the following Joint Committees:**

- (a) Henfield Commons Joint Committee (3 Members of the Council)  
*(Note: The two Members for the Henfield Ward and one Member from the Bramber, Upper Beeding & Woodmancote Ward)*
- (b) CenSus Joint Committee  
2 Cabinet Members

11. **To appoint Members to the Cabinet Members' Policy Development Advisory Groups and agree their programme of meetings for the year**

12. **Appointment of a Parish Representative to the Standards Committee**

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13. **Ordinary meetings of the Council**

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

Wednesday 21<sup>st</sup> June 2017  
Wednesday 6<sup>th</sup> September 2017  
Wednesday 18<sup>th</sup> October 2017  
Wednesday 6<sup>th</sup> December 2017  
Wednesday 21<sup>st</sup> February 2018  
Wednesday 25<sup>th</sup> April 2018  
Wednesday 23<sup>rd</sup> May 2018 (Annual Meeting)

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