

**HORSHAM DISTRICT COUNCIL**  
**EXTRAORDINARY MEETING**  
**28<sup>TH</sup> JANUARY 2016**

Present: Councillors: Tricia Youtan (Chairman), Christian Mitchell (Vice-Chairman), Andrew Baldwin, John Blackall, Alan Britten, Karen Burgess, Peter Burgess, John Chidlow, Jonathan Chowen, Philip Circus, Roger Clarke, Roy Cornell, Leonard Crosbie, Ray Dawe, Brian Donnelly, Matthew French, Ian Howard, Nigel Jupp, Liz Kitchen, Adrian Lee, Tim Lloyd, Mike Morgan, Godfrey Newman, Stuart Ritchie, Kate Rowbottom, David Skipp, Simon Torn, Claire Vickers, Michael Willett

Apologies: Councillor: John Bailey, Toni Bradnum, Paul Clarke, David Coldwell, Christine Costin, Jonathan Dancer, Tony Hogben, David Jenkins, Gordon Lindsay, Paul Marshall, Josh Murphy, Brian O'Connell, Connor Relleen, Jim Sanson, Ben Staines

CO/68 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

CO/69 **ANNOUNCEMENTS**

The Chairman of the Council advised that she had sent congratulations to the following residents who had been recognised in the New Year's Honours List and made Members of the Order of the British Empire (MBE):

- Mr. Brian Doick from Steyning, for services to the National Association for Park Home Residents;
- Mr. Richard Groom from Shipley, for services to the community particularly Disabled Young People; and
- Mr. Robert Pooley from Steyning, for services to Business and Aviation.

CO/70 **TO RECEIVE THE MINUTES OF THE EMPLOYMENT COMMITTEE OF 20<sup>TH</sup> JANUARY 2016**

The Minutes of the meeting of the Employment Committee of 20<sup>th</sup> January 2016 were received and it was:

**RESOLVED**

That Jane Eaton be offered the appointment of Director of Corporate Resources and Chief Finance (s151) Officer, with effect from a date to be agreed.

CO/71 **APPOINTMENT OF AN INTERIM s151 OFFICER**

Section 151 of the Local Government Act 1972 required every local authority to make arrangements for the proper administration of their financial affairs and required one officer to be nominated to take responsibility for the administration of those affairs. The Section 151 officer had to be a qualified accountant belonging to one of the recognised chartered accountancy bodies. The Section 151 officer had a number of statutory duties, including the duty to report any unlawful financial activity involving the authority (past, present or proposed) or failure to set or keep to a balanced budget. The Section 151 officer also had a number of statutory powers in order to allow this role to be carried out, such as the right to insist that the local authority made sufficient financial provision for the cost of internal audit.

Katharine Eberhart, Director of Corporate Resources was the Council's s151 officer and would be leaving at the end of January 2016 to take up a new role as Director of Finance with West Sussex County Council. Pending the commencement of duties by the new Director it would therefore be necessary to appoint an interim s151 officer.

**RESOLVED**

That Peter Stuart, Head of Finance and HR at Mid Sussex District Council be appointed as the interim s151 officer for Horsham District Council until the commencement of duties by the new Director of Corporate Resources.

CO/72 **URGENT MATTERS**

There were no urgent matters to be considered.

*The meeting closed at 7.55pm having commenced at 7.50pm.*

CHAIRMAN