

**Minutes of the Annual Meeting of the Council held at the
Town Hall Chapel Road Worthing**

13 June 2014

12 noon

The Mayor, Councillor Bob Smytherman
The Deputy Mayor, Councillor Vic Walker

Councillor Noel Atkins	Councillor Heather Mercer
Councillor Roy Barraclough	Councillor Sean McDonald
Councillor Keith Bickers	Councillor Louise Murphy
Councillor Joan Bradley	Councillor Mark Nolan
*Councillor Callum Buxton	Councillor Roger Oakley
Councillor Michael Cloake	*Councillor David Potter
Councillor Edward Crouch	Councillor Luke Proudfoot
Councillor Michael Donin	*Councillor Clive Roberts
Councillor James Doyle	Councillor Elizabeth Sparkes
*Councillor Graham Fabes	Councillor Keith Sunderland
*Councillor Norah Fisher	Councillor Victoria Taylor
Councillor Diane Guest	Councillor Hazel Thorpe
Councillor Paul High	Councillor Bryan Turner
Councillor Paul Howard	Councillor Val Turner
Councillor Daniel Humphreys	Councillor Vicki Vaughan
Councillor Susan Jelliss	Councillor Vino Vinojan
*Councillor Kevin Jenkins	Councillor Paul Yallop
Councillor Mary Lermite	

*=absent

Councillor Barraclough arrived at 12.10pm during the recess between the items 'Election of the Mayor' and 'Appointment of the Deputy Mayor'.

C/001/14-15 Election of the Mayor

Proposed by Councillor Paul Yallop, seconded by Councillor Keith Sunderland

Resolved that Councillor Vic Walker be elected Mayor of the Borough of Worthing for the 2014/15 Municipal Year.

Councillor Walker made his Declaration of Acceptance of Office.

(The Mayor, Councillor Vic Walker, in the Chair)

C/002/14-15 Appointment of the Deputy Mayor

The Mayor proposed that Councillor Michael Donin be appointed to serve as Deputy Mayor in 2014/2015, this was seconded by Councillor Paul Howard.

Resolved that Councillor Michael Donin be appointed Deputy Mayor for the 2014/15 Municipal Year.

Councillor Donin made his Declaration of Acceptance of Office.

C/003/14-15 Declarations of Interest

There were no declarations of interest declared.

C/004/14-15 Confirmation of Minutes

Resolved that the minutes of the meeting held on 15 April 2014 be approved as a correct record and that they be signed by the Mayor.

C/005/14-15 Vote of thanks to outgoing Mayor and presentation of past Mayor and Mayoress' insignia

Proposed by Councillor Michael Donin, seconded by Councillor Heather Mercer and

Resolved that the Council places on record its sincere thanks to Councillor Bob Smytherman for the fine manner in which he upheld the tradition of the Office of Mayor of the Borough, for his service to the community of Worthing during the year, and for the fair businesslike way in which he presided over the meetings of the Council during the year; and that the Council also expresses its sincere thanks to Councillor Norah Fisher and Herbie the Mayoral Cadet for the dedicated and friendly manner in which she carried out the duties of Mayoress.

NB. "Herbie" is a support dog.

C/006/14-15 Apologies for absence

Apologies were received from Councillors Graham Fabes, Clive Roberts, Norah Fisher, Kevin Jenkins and Callum Buxton.

C/007/14-15 Returning Officers Return of Persons Elected

Council noted the Returning Officer's, Return of Persons elected as Councillors for the Borough of Worthing held on 22 May 2014.

C/008/14-15 Items Raised Under Urgency Provisions

There were no urgent items.

C/009/14-15 Announcements by the Mayor and / or Head of Paid Service

The Mayor made two announcements, the Mayoral Cricket match was to be held on Sunday 17 August and his Civic Service on Sunday 15th at 10.30am in St Pauls.

C/010/14-15 Structure of the Council Confirmation of Delegations and Terms of reference

The Council had before it a report from the Director for Communities, copy attached to the minutes as item 10.

Resolved that

- i. the Committee structure and numbers of seats applicable to each, in accordance with the Constitution as set out in paragraph (a) of Annex A to the report be confirmed;
- ii. the Terms of Reference of the Council, Cabinet, Committees and Sub Committees as outlined in the Constitution be confirmed;
- iii. the political groups and the number and proportion of seats held as set out in paragraph (b) of Annex A to the report be confirmed;

C/011/14-15 Appointments 2014/15: Appointment of Members to Non-Executive Committees; Notification of Group Leaders

Council considered a report by the Director for Communities, copy attached to these minutes as item 11, the report had been updated prior to the meeting; the report asked Council to agree various appointments for 2014/15.

Resolved that Council

- i. agrees the membership of the Council's Non-Executive Committees, and appointment of Chairman and Vice Chairman as appropriate, for 2014/15 as set out in the revised Annex A of the report, and attached to these minutes
- ii. That the Council note the Substitute Members List for 2014/15 as included in the revised Annex A;
- iii. notes the co-opted, independent appointments, and future recruitment process to various committees as set out in Annex A ,
- iv. notes the Group Leaders as identified to the Proper Officer, included in Annex A.

C/012/14-15 Youth Mayor

Council noted the appointment of the Youth Mayor and Deputy Youth Mayor for 2014/15, Jenny Hirst and Harry Williams

The Mayor declared the meeting closed at 1.09 pm

Mayor

**JOINT COMMITTEE MEMBERSHIP / NON-EXECUTIVE APPOINTMENTS
2014-2015**

Joint Standards Committee <i>(requirement for political balance)</i>		
No	Councillor	Political Group
Worthing Borough Council		
1	Kevin Jenkins	Conservative
2	Elizabeth Sparkes	Conservative
3	Robert Smytherman	Liberal Democrats
Adur District Council		
1		
2		
3		
Independent Members		
1	Tony Case	-
2	John Todd	-
3	Susan Clark	-
Parish Council Representatives		
1	TBA	Sompting Parish Councillor
2	TBA	Lancing Parish Councillor

Joint Governance and Audit Committee <i>(requirement for political balance)</i>		
No	Councillor	Political Group
Worthing Borough Council		
1	Chair: Noel Atkins	Conservative
2	Vice-Chair: Elizabeth Sparkes	Conservative
3	Sean McDonald	Conservative
4	Mark Nolan	Conservative
5	Hazel Thorpe	Liberal Democratic
6	Robert Smytherman	Liberal Democratic
Adur District Council		
1	Chair:	
2	Vice-Chair:	
3		
4		
5		
6		

Note: *Not more than one member to be an Executive Member*

Joint Staff Committee <i>(requirement for political balance)</i>		
No	Councillor	Political Group
Worthing Borough Council		
1	Chair: Keith Bickers	Conservative
2	Vice-Chair: Kevin Jenkins	Conservative
3	Keith Sunderland	Liberal Democrats
Adur District Council		
1	Chair:	
2	Vice-Chair:	
3		
Joint Senior Staff Committee <i>(requirement for political balance)</i>		
No	Councillor	Political Group
Worthing Borough Council		
1	Chair: Paul Yallop	Conservative
2	Vice-Chair: Bryan Turner	Conservative
3	Keith Sunderland	Liberal Democrats
Adur District Council		
1	Chair:	
2	Vice-Chair:	
3		

Note: Each Council must have one Executive member

Joint Overview & Scrutiny Committee <i>(requirement for political balance)</i>		
No	Councillor	Political Group
Worthing Borough Council		
1	Chair: Roy Barraclough	Conservative
2	Vice-Chair: Vino Vinojan	Conservative
3	Keith Bickers	Conservative
4	Edward Crouch	Conservative
5	Heather Mercer	Conservative
6	Mark Nolan	Conservative
7	Keith Sunderland	Liberal Democrats
8	Victoria Taylor	Liberal Democrats
Adur District Council		
1	Chair:	
2	Vice-Chair:	
3		
4		
5		
6		
7		
8		

Joint Member Appointments Committee <i>(requirement for political balance)</i>		
No	Councillor	Political Group
Worthing Borough Council		
1	Chair: Vino Vinojan	Conservative
2	Vice-Chair: Bryan Turner	Conservative
3	Graham Fabes	Ind Con
Adur District Council		
1	Chair:	
2	Vice Chair:	
3		

Note:

One Member to be an Executive Member

One Member to be a non-Executive Member

Joint Planning Committee <i>(requirement for political balance)</i>		
No	Councillor	Political Group
Worthing Borough Council		
1	Chair: Joan Bradley	Conservative
2	Vice-Chair: Vicky Vaughan	Conservative
3	Edward Crouch	Conservative
4	Roger Oakley	Conservative
5	Louise Murphy	Conservative
6	Luke Proudfoot	Conservative
7	Hazel Thorpe	Liberal Democrats
8	Michael Donin	Liberal Democrats
Substitute Member Nomination		
1	Noel Atkins	Conservative
2	Elizabeth Sparkes	Conservative
3	Robert Smytherman	Liberal Democrats
4	Victoria Taylor	Liberal Democrats
Adur District Council		
1	Chair:	
2	Vice-Chair:	
3		
4		
5		
6		
7		
8		
Substitute Member Nomination		
1		
2		
3		
4		

**NON EXECUTIVE COMMITTEE MEMBERSHIP / APPOINTMENTS
2014-2015**

Worthing Planning Committee (requirement for political balance)		
No	Councillor	Political Group
1	Chair: Joan Bradley	Conservative
2	Vice-Chair: Vicky Vaughan	Conservative
3	Michael Cloake	Conservative
4	Edward Crouch	Conservative
5	Diane Guest	Conservative
6	Kevin Jenkins	Conservative
7	Hazel Thorpe	Liberal Democrats
8	Michael Donin	Liberal Democrats
Substitute Member Nomination		Political Group
1	Noel Atkins	Conservative
2	Elizabeth Sparkes	Conservative
3	Robert Smytherman	Liberal Democrats
4	Victoria Taylor	Liberal Democrats

It is a requirement that Members of this Committee must receive appropriate training.

Overview and Scrutiny Committee (requirement for political balance)		
No	Councillor	Political Group
1	Chair: Roy Barraclough	Conservative
2	Vice-Chair: Vino Vinojay	Conservative
3	Noel Atkins	Conservative
4	Keith Bickers	Conservative
5	Callum Buxton	Conservative
6	Kevin Jenkins	Conservative
7	Sean McDonald	Conservative
8	Louise Murphy	Conservative
9	Roger Oakley	Conservative
10	Luke Proudfoot	Conservative
11	Vicky Vaughan	Conservative
12	Keith Sunderland	Liberal Democrats
13	Victoria Taylor	Liberal Democrats
14	Susan Jelliss	UKIP
15	James Doyle	Green

Licensing and Control Committees 'A' and 'B' (requirement for political balance)		
No	Councillor	Political Group
1	Chair: Paul High	Conservative
2	Vice-Chair: Mark Nolan	Conservative
3	Roy Barraclough	Conservative
4	Keith Bickers	Conservative
5	Callum Buxton	Conservative
6	Diane Guest	Conservative
7	Paul Howard	Conservative
8	Kevin Jenkins	Conservative
9	Sean McDonald	Conservative
10	Heather Mercer	Conservative
11	Louise Murphy	Conservative
12	Luke Proudfoot	Conservative
13	Norah Fisher	Liberal Democrats
14	James Doyle	Green
15	Susan Jelliss	UKIP
Substitute Member Nomination		Political Group
1	Joan Bradley	Conservative
2	Michael Cloake	Conservative
3	Robert Symtherman	Liberal Democrats
4	Michael Donin	Liberal Democrats

Note:

*** Chair for Sub-Committees*

Although two separate Committees operating under different rules, it is suggested that Membership/Chairman/Vice-Chairman are the same for both.

In exceptional cases e.g. where a named substitute is unable to attend due to illness, absence or some other sufficient reason, the respective Group Leaders may nominate another member to act as a substitute.

It is a requirement that Members of this Committee must receive appropriate training.

Substitutes are not permitted for 'B' Committee.

Requirement for Political balance is dependent on which Committee is meeting. Officers will ensure this is correct in each case.

Appointment of non-elected independent Co-Optees to

- (i) Joint Standards Committee 3 independent co-opted members and one co-opted member from each of the parish councils:
Mr Anthony Case (Independent Member)
Mr John Todd (Independent Member)
Mrs Susan Clarke (Independent Member)
*{One representative from Lancing Parish Council
*{One representative from Sompting Parish Council
- (ii) Joint Independent Remuneration Panel Sitting for parish matters only
As appointments to this Panel have now ended, a recruitment process will take place.

Group Leaders as Notified to the Proper Officer:

	Leader	Deputy Leader
Conservative Group	Paul Yallop	Bryan Turner
Liberal Democratic Group	Keith Sutherland	Victoria Taylor