

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

20 May 2016

12 noon

The Mayor, Michael Donin
The Deputy Mayor, Councillor Sean McDonald

Councillor Noel Atkins	Councillor Nigel Morgan
*Councillor Antony Baker	Councillor Louise Murphy
Councillor Paul Baker	Councillor Mark Nolan
*Councillor Roy Barraclough	*Councillor Luke Proudfoot
Councillor Keith Bickers	Councillor Clive Roberts
* Councillor Joan Bradley	Councillor Jane Sim
Councillor Callum Buxton	Councillor Bob Smytherman
Councillor Edward Crouch	Councillor Elizabeth Sparkes
Councillor James Doyle	Councillor Hazel Thorpe
Councillor Diane Guest	Councillor Bryan Turner
Councillor Alex Harman	Councillor Val Turner
Councillor Lionel Harman	Councillor Vicky Vaughan
Councillor Joshua High	Councillor Steve Waight
Councillor Paul High	Councillor Paul Westover
Councillor Daniel Humphreys	Councillor Steve Wills
Councillor Susan Jelliss	Councillor Mark Withers
Councillor Kevin Jenkins	Councillor Tom Wye
Councillor Heather Mercer	Councillor Paul Yallop

* = absent

(The Mayor, Michael Donin in the Chair)

C/001/16-17 Apologies for absence

Apologies were received from Councillors Joan Bradley, Luke Proudfoot and Roy Barraclough.

C/002/16-17 Election of the Mayor

Proposed by Councillor Louise Murphy, seconded by Councillor Bob Smytherman.

Resolved that Councillor Sean McDonald be elected Mayor of the Borough of Worthing for the 2016-17 Municipal Year.

Councillor McDonald made his Declaration of Acceptance of Office.

(The Mayor, Councillor Sean McDonald, in the Chair)

C/003/16-17 Appointment of the Deputy Mayor

The Mayor proposed that Councillor Alex Harman be appointed to serve as Deputy Mayor in 2016/17, this was seconded by Councillor Bob Smytherman.

Resolved that Councillor Alex Harman be appointed Deputy Mayor for the 2016-17 Municipal Year.

Councillor Alex Harman made his Declaration of Acceptance of Office.

C/004/16-17 Declarations of Interest

There were no declarations of interest declared.

C/005/16-17 Confirmation of Minutes

Resolved that the minutes of the meeting held on 19 April 2016 be approved as a correct record and that they be signed by the Mayor.

C/006/16-17 Vote of thanks to outgoing Mayor and presentation of past Mayor and Mayoress' insignia

Proposed by the Mayor, seconded by Councillor Alex Harman and

Resolved that the Council places on record its sincere thanks to Michael Donin 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 business like way in which he presided over the meetings of the Council during the year; and that the Council also expresses its sincere thanks to Linda Williams for the dedicated and friendly manner in which she carried out the duties of Mayoress.

The Mayor presented the outgoing Mayor with his past mayor insignia and Linda Williams with her past Mayoress' insignia

C/007/16-17 Returning Officers Return of Persons Elected

Council noted the Return of Persons Elected as Councillors for the Borough of Worthing held on 5 May 2016, circulated as item 7.

C/008/16-17 Items Raised Under Urgency Provisions

There were no urgent items.

C/009/16-17 Announcements by the Mayor and/or Head of Paid Service

The Mayor invited those present to his Civic Service on Sunday 22 May at the Salvation Army Church, Crescent Road, beginning 10 am.

The Mayor also announced that the 30th June would see the 100th anniversary of the Battle of the Boars Head. He would be attending the commemorative events in Richebourg

in France to represent the Council. Simultaneously at the Town Hall there would be a drumhead service at 5pm commemorating the Worthing men and boys killed during the battle. The Deputy Mayor would be attending this event on his behalf, and an invite is extended to all councillors to attend. Full details are available from Councillor Wye or the Civic Office.

C/010/16-17 Political Balance on the Council

Council received a report by the Director for Communities, copy attached to these minutes as item 10, the report asked Council to note the political balance on the Council following the recent elections.

The recommendations were proposed by the Mayor, seconded by Councillor Mercer and on a Vote : For 30, Against 0, Abstention 2

Resolved

- i That the Council noted 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;
- ii That the Council confirmed the political groups and the number and proportion of seats held as set out in paragraph (b) of Annex A to the report;

C/011/16-17 Appointments 2016-17: Appointment of Leader of the Main Opposition; 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 13, the report asked Council to agree various appointments for 2016-17. Details of the appointments had been emailed to Members and were also provided in the Chamber.

Councillor Humphreys detailed the nominations for the seat on the Joint Overview and Scrutiny Committee (Councillor Jane Sim) and for the Overview and Scrutiny representative to sit on the West Sussex Adult and Social Care Committee (Councillor Keith Bickers).

Councillor Humphreys proposed the recommendations for which Councillor Baker was the seconder.

On a vote it was, For 31, Against 0, Abstention 2

Resolved that Council

- i. Notes that in accordance with Council Procedure Rule 39, there is no appointment to the position of Leader of the Main Opposition for 2016/17.
- ii. agrees the membership of the Council's Non-Executive Committees, and appointment of Chairman and Vice Chairman as appropriate, for 2016-17 as set out in the revised Annex A of the report, and attached to these minutes
- iii. That the Council note the Substitute Members Listed for 2016-17 as included in the Annex A;
- iv. notes the Group Leaders as identified to the Proper Officer, included in Annex A.

- v. appoints Councillor Keith Bickers as it's representative on the West Sussex Health and Adult Social Care committee to the Annual Meeting in 2017.

C/012/16-17 Councillor Joan Bradley

Council had before it a report from the Director for Communities seeking approval for Councillor Joan Bradley to be absent from official duties and attendance at meetings until 25 October 2016. The report is attached to the minutes as item 12.

The recommendation was proposed by Councillor Crouch, seconded by Councillor Doyle. On a vote For 33 Against 0 Abstain 1

Resolved that in accordance with Section 85 of the Local Government Act 1972 Councillor Bradley's continuing absence is approved until the meeting of the Council on 25 october 2016.

C/013/16-17 Youth Mayor

Council noted the appointment of the Youth Mayor and Deputy Youth Mayor for 2016-17, David Price and Josh Davies.

The Mayor declared the meeting closed at 1 pm

Mayor

**JOINT COMMITTEE MEMBERSHIP / APPOINTMENTS
2016-2017**

Joint Strategic Committee Membership is the Leader and their Executive <i>(no requirement for political balance)</i>		
No	Councillor	Political Group
Worthing Borough Council		
1	Chair: Dan Humphreys	Conservative
2	Vice-Chair: Bryan Turner	Conservative
3	Clive Roberts	Conservative
4	Val Turner	Conservative
5	Mark Nolan	Conservative
6	Heather Mercer	Conservative
Adur District Council		
1		Conservative
2		Conservative
3		Conservative
4		Conservative
5		Conservative
6		Conservative

Joint Governance Committee <i>(requirement for political balance)</i>		
No	Councillor	Political Group
Worthing Borough Council		
1	Chair: Elizabeth Sparkes	Conservative
2	Vice-Chair: Paul Yallop	Conservative
3	Paul Baker	Conservative
4	Lionel Harman	Conservative
5	Steve Wills	Conservative
6	Joan Bradley	Conservative
7	Alex Harman	Conservative
8	Mark Withers	UKIP
Adur District Council		
1		Conservative
2		Conservative
3		Conservative
4		Conservative
5		Conservative
6		UKIP
7		UKIP
8		Labour

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

For Standards matters:

Independent Members: Tony Case, John Todd, Susan Clarke (to October 2016)

Parish representatives: Lancing Parish Council (1) – Sompting Parish Council (1)

Joint Staff Committee <i>(requirement for political balance)</i>		
No	Councillor	Political Group
Worthing Borough Council		
1	Chair: Keith Bickers	Conservative
2	Vice-Chair: Vicky Vaughan	Conservative
3	James Doyle	Green
Adur District Council		
1		Conservative
2		Conservative
3		Labour

Joint Senior Staff Committee <i>(requirement for political balance)</i>		
No	Councillor	Political Group
Worthing Borough Council		
1	Chair: Daniel Humphreys	Conservative
2	Vice-Chair: Bryan Turner	Conservative
3	Hazel Thorpe	Lib Dem
Adur District Council		
1		Conservative
2		Conservative
3		UKIP

Note: *Each Council must have one Executive member*

Joint Senior Staff Appeals Committee <i>(requirement for political balance)</i>		
No	Councillor	Political Group
Worthing Borough Council		
1	Chair: Daniel Humphreys	Conservative
2	Vice-Chair: Bryan Turner	Conservative
3	Susan Jelliss	UKIP
Adur District Council		
1		Conservative
2		Conservative
3		UKIP

Note:

Each Council must have one Executive Member

Each Council must have one non-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: Keith Bickers	Conservative
3	Nigel Morgan	Conservative
4	Luke Proudfoot	Conservative
5	Steve Waight	Conservative
6	Louise Murphy	Conservative
7	Jane Sim	Conservative
8	Bob Smytherman	Lib Dem
Adur District Council		
1		Conservative
2		Conservative
3		Conservative
4		Conservative
5		Conservative
6		UKIP
7		UKIP
8		Shoreham Beach Residents' Association



**EXECUTIVE / NON-EXECUTIVE COMMITTEE
MEMBERSHIPS
2016-2017**

Executive, appointed by the Leader (on 13.5.2016)		
No	Councillor	Title
1	Neil Parkin	Leader (to 2018)
2	Angus Dunn	Deputy Leader Executive Member for Resources
3	Brian Boggis	Executive Member for Regeneration
4	Carson Albury	Executive Member for Customer Services (20.5.2016)
5	Emma Evans	Executive Member for Environment
6	David Simmons	Executive Member for Health & Wellbeing
Policy Advisors to Executive Members		
<small>These are not Council appointments; these are made by the individual Executive Member, advised to the Director of Communities.</small>		
1		To Leader
2		To Executive Member for Customer Services (Homelessness)
3		To Executive Member for Regeneration
4		To Executive Member for Customer Services (Adur Homes)
5		Executive Member for Health & Wellbeing
6	Carol Albury	Executive Member for Environment

CenSus Committee (With Worthing Borough Council, Mid Sussex District Council and Horsham District Council (membership is from the Executive))	
Carson Albury	Executive Member for Customer Services
Neil Parkin	Leader

<p style="text-align: center;">Adur Planning Committee (requirement for political balance)</p>		
No	Councillor	Political Group
1	Chair: Peter Metcalfe	Conservative
2	Vice-Chair: Carol Albury	Conservative
3	Stephen Chipp	Conservative
4	Brian Coomber	Conservative
5	George Barton	Conservative
6	Ken Bishop	UKIP
7	Geoff Patmore	UKIP
8	Les Alden	Labour
	<i>Substitute Members List</i>	
1	Brian Boggis	Conservative
2	Emma Evans	Conservative
3	Angus Dunn	Conservative
4	David Simmons	Conservative
5	David Lambourne	UKIP
6	Sami Zeglam	Labour
7	Barry Mear	Labour

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

Licensing Committee (requirement for political balance)		
No	Councillor	Political Group
1	Chair: Brian Coomber	Conservative
2	Vice-Chair: David Simmons	Conservative
3	Emma Evans	Conservative
4	Stephen Chipp	Conservative
5	James Butcher	Conservative
6	Peter Metcalfe	Conservative
7	Lyn Phillips	UKIP
8	David Lambourne	UKIP
9	Liz Haywood	UKIP
10	Ben Stride	SBRA

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: Stephen Chipp	Conservative
2	Vice-Chairman: James Butcher	Conservative
3	Kevin Boram	Conservative
4	Carol Albury	Conservative
5	George Barton	Conservative
6	Clive Burghard	UKIP
7	Robin Monk	UKIP
8	Joss Loader	SBRA

This membership becomes the Adur membership on the Joint Overview and Scrutiny Committee

Adur representative on the West Sussex Adult and Social Care Select Committee (membership is from the Scrutiny Committee)	
Councillor George Barton	Conservative

Notified Group Leaders (Regulation 8(3))

Conservative Group - Cllr Neil Parkin (Leader) Cllr Angus Dunn (Deputy)
UKIP - Cllr Paul Graysmark (Leader) Cllr Geoff Patmore (Deputy)
Labour - Cllr Les Alden (Leader) Cllr Barry Mear (Deputy)
SBRA - Cllr Joss Loader (Leader) Cllr Ben Stride (Deputy)

**COMMITTEE MEMBERSHIP / APPOINTMENTS
2016-2017**

Executive, appointed by the Leader		
	Councillor	Title
1	Daniel Humphreys	Leader
2	Bryan Turner	Deputy Leader Executive Member for Regeneration
3	Mark Nolan	Executive Member for Resources
4	Heather Mercer	Executive Member for Customer Services
5	Clive Roberts	Executive Member for Environment
6	Val Turner	Executive Member for Health and Wellbeing
Policy Advisors to Executive Members		
<p>These are not Council appointments; these are made by the individual Executive Member, advised to the Director of Communities.</p>		
1	Vicky Vaughan	Leader
2		Executive Member for Regeneration
3		Executive Member for Resources
4		Executive Member for Customer Services
5		Executive Member for Environment
6		Executive Member for Health and Wellbeing

CenSus Committee (With Adur District Council, Mid Sussex District Council and Horsham District Council) (membership is from the Executive)	
Councillor	
Daniel Humphreys	Leader
Mark Nolan	Executive Member for Resources

Worthing Planning Committee (requirement for political balance)		
No	Councillor	Political Group
1	Chair: Kevin Jenkins	Conservative
2	Vice-Chair: Vicky Vaughan	Conservative
3	Paul Westover	Conservative
4	Diane Guest	Conservative
5	Edward Crouch	Conservative
6	Paul Yallop	Conservative
7	Noel Atkins	Conservative
8	Hazel Thorpe	LibDem
Substitute Member Nomination		Political Group
	Councillors with relevant training as listed on the website	Conservative
	Bob Smytherman	Lid Dem

It is a requirement that Members, and substitute members, of this Committee must receive appropriate training.

Overview and Scrutiny Committee (requirement for political balance)		
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No	Councillor	Political Group
1	Chair: Roy Barraclough	Conservative
2	Vice-Chair: Keith Bickers	Conservative
3	Paul Baker	Conservative
4	Nigel Morgan	Conservative
5	Luke Proudfoot	Conservative
6	Jane Sim	Conservative
7	Kevin Jenkins	Conservative
8	Louise Murphy	Conservative
9	Steve Waight	Conservative
10	Noel Atkins	Conservative
11	Callum Buxton	Conservative
12	Tom Wye	Conservative
13	Alex Harman	Conservative
14	James Doyle	Green
15	Susan Jelliss	UKIP

Worthing representative on the West Sussex Adult and Social Care Select Committee (membership is from the Scrutiny Committee)	
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Councillor Keith Bickers	Conservative
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Licensing and Control Committees 'A' and 'B' (requirement for political balance)		
No	Councillor	Political Group
1	Chair: Paul High	Conservative
2	Vice-Chair: Diane Guest	Conservative
3	Paul Baker	Conservative
4	Lionel Harman	Conservative
5	Steve Wills	Conservative
6	Paul Westover	Conservative
7	Jane Sim	Conservative
8	Joshua High	Conservative
9	Joan Bradley	Conservative
10	Edward Crouch	Conservative
11	Keith Bickers	Conservative
12	Callum Buxton	Conservative
13	Tom Wye	Conservative
14	Bob Smytherman	Lib Dem
15	Susan Jelliss	UKIP
Substitute Member Nomination		Political Group
1	Hazel Thorpe	Lib Dem
2	Mark Withers	UKIP

Note:

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

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.

Notified Group Leaders (Regulation 8(3))

Conservative Group - Cllr Dan Humphreys (Leader)

UKIP - Cllr Susan Jelliss (Leader)

Lib Dem - Cllr Hazel Thorpe (Leader)

Cllr Bryan Turner(Deputy)

Cllr Mark Withers (Deputy)

Cllr Bob Smytherman (Deputy)