

4 October 2011

You are hereby summoned to attend an **EXTRAORDINARY MEETING** of the **TOWN COUNCIL** to be held in the **NEW MILLENNIUM CHAMBER, MANOR HOUSE, CHURCH STREET, LITTLEHAMPTON** on **THURSDAY 13 OCTOBER 2011** at **6.30pm**

**PETER HERBERT**  
Town Clerk

## **AGENDA**

**2011/2012**

**1. EVACUATION PROCEDURES**

**2. MOBILE PHONES**

Members are and the public reminded that the use of mobile phones (other than on silent) is prohibited at Town Council and Committee meetings.

**3. APOLOGIES**

**4. DECLARATIONS OF INTEREST**

Members and Officers are reminded to make any declaration of personal and/or prejudicial interests that they may have in relation to items on this Agenda.

You should declare your interest by stating:

- (a) the item you have the interest in
- (b) whether it is a personal interest and the nature of the interest
- (c) whether it is also a prejudicial interest
- (d) if it is a prejudicial interest, whether you will be exercising your right to speak under PUBLIC FORUM

You then need to re-declare your interest and the nature of the interest at the commencement of the item or when the interest becomes apparent.

5. **PUBLIC FORUM and RESUMPTION OF PROCEEDINGS**

Members of the public are invited to ask questions or raise issues which are relevant and are the concern of this Council. A period of 15 minutes is allocated for this purpose. If possible, notice of intention to address Council should be given to the Clerk by noon of the day of the meeting.

6. **APPOINTMENT TO VACANT POSITIONS FOLLOWING COUNCILLOR RESIGNATION**

Following the resignation of John Charles from the Council, the following vacancies need to be filled.

1. Chair of the Planning and Transportation Committee
2. Member of the Planning and Transportation Committee (River Ward)
3. Member of the Policy and Finance Committee (Conservative and Chair/Vice-Chair of Planning and Transportation)
4. Clymping Gap Advisory Group representative
5. West Sussex Association of Local Councils – LTC/Arun representative
6. The Community Resources Committee will need to consider its Working Groups when it meets.

7. **EXEMPT BUSINESS**

It is **RECOMMENDED** that:

***The public and accredited representatives of the press be excluded from the Meeting under Section 100 Local Government Act 1972 due to the confidential nature of the business to be conducted.***

8. **OFFICERS' REPORTS (CONFIDENTIAL)**

- 8.1 **Church Street/Housing Office - report herewith for Members of the Council only.**