

21st July 2016

Notice is hereby given that an **EXTRAORDINARY MEETING** of the **PROPERTY AND PERSONNEL COMMITTEE** will be held in the **NEW MILLENNIUM CHAMBER, MANOR HOUSE, CHURCH STREET, LITTLEHAMPTON** on **WEDNESDAY 27TH JULY 2016** at **6.30PM** to consider matters set out in the following Agenda

Committee: Cllrs Squires (Chair), Ayres Belchamber MBE, Blanchard-Chester, Cooper, Rickeard and Tandy

PETER HERBERT
Town Clerk

AGENDA

2016/2017

- 1. EVACUATION PROCEDURES**
- 2. FILMING OF COUNCIL MEETINGS, USE OF SOCIAL MEDIA AND MOBILE PHONES**

During this meeting the public are allowed to film the Town Council and Committee meetings and officers only from the front of the public gallery, providing it does not disrupt the meeting. Any items in the Exempt Part of an agenda cannot be filmed. If another member of the public objects to being recorded, the person(s) filming must stop doing so until that member of the public has finished speaking. The use of social media is permitted but Members and the public are requested to switch their mobile devices to silent for the duration of the meeting.
- 3. APOLOGIES**
- 4. DECLARATIONS OF INTEREST**

Members and Officers are reminded to make any declaration of disclosable pecuniary or 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 disclosable pecuniary interest, whereupon you will be taking no part in the discussions on that matter, or
- (c) (i) whether it is a personal interest and the nature of the interest

- (ii) whether it is also a prejudicial interest
- (iii) 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

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

6. CHAIR'S REPORT AND URGENT ITEMS

7. MASTERPLAN – NORTH LITTLEHAMPTON

8. 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.

9. OFFICER'S REPORTS (EXEMPT)

The following item is a confidential report for Members of the Council only in accordance with Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972, being information relating any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority and employees of, or office holders under, the authority.

9.1 STAFFING UPDATE – oral report from the Town Clerk

9.2 RECRUITMENT – Report for Members of the Council only to follow.