

MINUTES of a MEETING of the PROPERTY AND PERSONNEL COMMITTEE held in the NEW MILLENNIUM CHAMBER, MANOR HOUSE, CHURCH STREET, LITTLEHAMPTON on MONDAY 9 JUNE 2014 at 6.30PM

Present: Cllrs Bowyer (Chair), Ayres,
Belchamber MBE, Britton and
Squires
Cllr Emberson attended as a substitute for
Cllr Gammon

2014/2015

1. **EVACUATION PROCEDURES**
The evacuation procedures were noted.
2. **FILMING OF COUNCIL MEETINGS AND USE OF SOCIAL MEDIA**
The procedures were noted.
3. **MOBILE PHONES**
Members and the public were reminded that the use of mobile phones (other than on silent) was prohibited at Town Council and Committee meetings.
4. **APOLOGIES**
Apologies were received from Councillors Gammon and Dr Walsh KStJ.
5. **DECLARATIONS OF INTEREST**
Members and Officers were reminded to make any declarations of disclosable pecuniary or personal and/or prejudicial interests that they might have in relation to items on the Agenda. Councillors Britton, Bowyer, Squires and Emberson declared personal interests as Members of the District Council regarding the property update item where it referred to the Keystone Centre.
6. **MINUTES**
The Minutes of the meeting held on 28 April 2014 (previously circulated) were confirmed as a true record and signed by the Chair.
7. **PUBLIC FORUM**
No were no members of the public present.
8. **CHAIR'S REPORT AND URGENT ITEMS**
There were none.

9. OFFICERS REPORT

9.1 Staff Movements Report

The Committee considered a report (previously circulated) which set out the changes in staff between 1st April 2013 and 1st June 2014. It was **RESOLVED** that:

The report be noted.

10. FINANCE

10.1 Committee Finance Report

The Committee considered a report (previously circulated) setting out any significant variances from budget in income and expenditure relating to the Property and Personnel Committee budget for 2013/14. It was **RESOLVED** that:

The report be noted.

11. MASTERPLAN – NORTH LITTLEHAMPTON

The Town Clerk reported that there were no further matters to update Members upon.

12. EXEMPT BUSINESS

It was **RESOLVED** that:

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

13. Property Update

The Town Clerk updated the Committee on a meeting that he had had with the Chief Executive of the District Council looking at possible future options for both Project 82 and the Keystone Centre. These were broadly in line with the feasibility study previously undertaken. The Town Clerk explained some of the financial implications and Members considered possible locations and timescales. Members were supportive of the work being progressed by the Town Clerk and asked that they be kept informed. It was **RESOLVED** that:

The update be noted.

The meeting closed at 7.02pm

CHAIR