



18 October 2011

Notice is hereby given that a **MEETING** of the **PROPERTY AND PERSONNEL COMMITTEE** will be held in the **NEW MILLENNIUM CHAMBER, MANOR HOUSE, CHURCH STREET, LITTLEHAMPTON** on **MONDAY 24 OCTOBER 2011** at **6.30PM** to consider matters set out in the following Agenda

**Committee:** Cllrs Britton (Chair), Ayres,  
Belchamber MBE, Bowyer,  
Emberson, Long and Squires

**PETER HERBERT**  
Town Clerk

## **AGENDA**

**2011/2012**

**1. EVACUATION PROCEDURES**

**2. MOBILE PHONES**

Members and the public are 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. MINUTES**

To confirm the Minutes of the meeting held on 6 September 2011, circulated herewith.

6. **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.

7. **CHAIR'S REPORT AND URGENT ITEMS**

8. **OFFICER'S REPORT**

8.1 **Southfields Community Centre** – verbal report

9. **MASTERPLAN – NORTH LITTLEHAMPTON**

10. **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.***

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

11.1 **Youth Services/Project 82 - report herewith for Members of the Council only.**

11.2 **Church Street Offices/Community Centre** – verbal report