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Arun District Council
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This meeting will be live streamed – the link to watch the meeting will be published on the Full Council web page soon

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10 May 2022

ANNUAL COUNCIL MEETING

To all Members of the Council

You are summoned to attend the Annual Meeting of the ARUN DISTRICT COUNCIL to be held on **Wednesday 18 May 2022 at 6.00 pm** in the **Council Chamber at The Arun Civic Centre, Maltravers Road, Littlehampton BN17 5LF** to transact the business set out below:

A handwritten signature in cursive script, appearing to read "James Hassett".

James Hassett
Chief Executive

For further information on the items to be discussed, please contact Committees@arun.gov.uk

AGENDA

1. APOLOGIES FOR ABSENCE

2. RETIRING CHAIR'S ANNOUNCEMENTS

To receive such announcements as the retiring Chair may desire to lay before the council.

3. APPOINTMENT OF CHAIR OF THE COUNCIL

In accordance with Part 3 of the Constitution, to appoint Councillor Samantha-Jayne Staniforth as Chair of the Council for the ensuing year.

The newly elected Chair will then make and subscribe the statutory declaration of acceptance of office.

4. VOTE OF THANKS TO RETIRING CHAIR

To propose a vote of thanks to Councillor Jim Brooks for the services rendered by him as Chair of the Council during the last year.

5. APPOINTMENT OF VICE-CHAIR OF THE COUNCIL AND CHAIR ELECT

In accordance with Part 3 of the Constitution, to appoint Councillor Alison Cooper as Vice-Chair of the Council for the ensuing year and Chair Elect of the Council for 2023/24.

The newly elected Vice-Chair will then make and subscribe the statutory declaration of acceptance of office.

6. MINUTES

To approve as a correct record the Minutes of the Meeting of the Council held on 11 May 2022 (which will need to be circulated separately).

7. DECLARATIONS OF INTEREST

Members and Officers are invited to make any declarations of pecuniary, personal and/or prejudicial interests that they may have in relation to items on this agenda, and are reminded that they should re-declare their interest before consideration of the item or as soon as the interest becomes apparent.

Members and Officers should make their declaration by stating:

- a) the item they have the interest in
- b) whether it is a pecuniary, personal and/or prejudicial interest
- c) the nature of the interest
- d) if it is a pecuniary or prejudicial interest

8. NEW CHAIR'S ANNOUNCEMENTS

To receive such announcements as the Chair may desire to lay before the Council.

9. URGENT MATTERS

To deal with business not otherwise specified in the Council summons which, in the opinion of the Chairman of the Council (in consultation with the Chief Executive), is business of such urgency as to require immediate attention by the Council.

10. APPOINTMENT OF THE LEADER AND DEPUTY LEADER OF THE COUNCIL

To appoint the Leader and Deputy Leader of the Council in accordance with Article 6 (1) and (2) of the Constitution.

11. APPOINTMENT TO COMMITTEES

To agree the membership of the Council's Committees, Service Committees, Regulatory Committees, Working Parties and Panels, including the appointment of the Chair and Vice-Chair and any named substitutes. (This report will be circulated separately).

12. REPRESENTATION ON OUTSIDE BODIES

To appoint the Council's representatives on Outside Bodies in line with Council Procedure Rule 30.1 [Nominations to Outside Bodies]. (This report will be circulated separately).

13. APPOINTMENT OF COUNCILLOR DIRECTORS OF ANY COUNCIL OWNED PROPERTIES

There are no appointments to report.

14. APPOINTMENT OF OTHER GROUP LEADERS

To note the appointment of other Group Leaders. (This report will be circulated separately).

Note : If Members have any detailed questions, they are reminded that they need to inform the Chair and relevant Director in advance of the meeting.

Note : Filming, Photography and Recording at Council Meetings – The District Council supports the principles of openness and transparency in its decision making and permits filming, recording and the taking of photographs at its meetings that are open to the public. This meeting may therefore be recorded, filmed or broadcast by video or audio, by third parties. Arrangements for these activities should operate in accordance with guidelines agreed by the Council and as available via the following link [PART 8 - CP - Section 5 Filming Photographic Protocol.pdf \(arun.gov.uk\)](#).

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