



# **BOGNOR REGIS TOWN COUNCIL**

TOWN CLERK Glenna Frost, The Town Hall, Clarence Road,  
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Dear Sir/Madam,

## **MEETING OF THE MAYORALTY SELECTION COMMITTEE**

I hereby give you Notice that a Meeting of the Mayoralty Selection Committee of the Bognor Regis Town Council will be held in the Council Chamber, The Town Hall, Bognor Regis at **10am on WEDNESDAY 28<sup>th</sup> MARCH 2018**

All Members of the Mayoralty Selection Committee are **HEREBY SUMMONED** to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

**DATED this 19<sup>th</sup> day of MARCH 2018**

**TOWN CLERK**

## **AGENDA AND BUSINESS**

1. To appoint Chairman of the Committee
2. Welcome by Chairman and Apologies for Absence
3. Declarations of Interest
4. To Approve the Minutes of the Meeting held on 18<sup>th</sup> October 2017
5. To Resolve to Suspend Standing Orders (S. O. 16.1)
6. To consider nominations for Deputy Mayor 2018-19, in light of decision of previous nominee to withdraw, and make recommendation to Annual Council Meeting 2018

**Committee Members** : Cllrs J. Brooks, J. Cosgrove, P. Dillon and Mrs. J. Warr

**Distribution to other Councillors for information only**



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## **MINUTES OF THE MAYORALTY SELECTION COMMITTEE MEETING**

**HELD ON WEDNESDAY 18<sup>th</sup> OCTOBER 2017**

**PRESENT:** Cllrs: J. Brooks, P. Dillon and Mrs. J. Warr

**IN ATTENDANCE:** Mrs. S. Norman (Assistant Clerk)  
Mrs. J. Davis (Civic and Office Manager)

*The Meeting opened at 9.30am*

### **1. TO APPOINT CHAIRMAN OF THE COMMITTEE**

It was **RESOLVED** to appoint Cllr. Mrs. Warr as Chairman for this meeting.

### **2. WELCOME BY CHAIRMAN AND APOLOGIES FOR ABSENCE**

The Chairman welcomed all to the meeting. All Committee Members were in attendance.

### **3. DECLARATIONS OF INTEREST**

Members and Officers were reminded to make any declarations of Disclosable Pecuniary and/or Ordinary interests that they may have in relation to items on this Agenda.

Members and Officers should declare an interest by stating:-

- a) The item they have an interest in
- b) Whether it is an Ordinary interest and the nature of the interest
- c) Whether it is also a Disclosable Pecuniary interest

They then need to re-declare their interest and the nature of the interest at the commencement of the item or when the interest becomes apparent. They should request that it be recorded in the Minutes that they will leave the meeting and will neither take part in discussion, nor vote on the item.

In accordance with good practice, individual forms were available to those Councillors present in order that they could personally record their interests - both Disclosable Pecuniary and Ordinary. These forms should be returned to the Assistant Clerk at the end of the meeting to enable all declarations of interest to be accurately recorded in the Minutes. Members were reminded that it is their responsibility to notify the Monitoring Officer of all

Disclosable Pecuniary Interests, not already recorded on their Register of Interests Form, within 28 days.

The Committee noted that there were no Declarations of Interest made at this point in the Meeting.

4. **TO APPROVE THE MINUTES OF THE MEETING HELD ON 31<sup>st</sup> OCTOBER 2016**

The Committee **RESOLVED** to agree and approve the Minutes of the Meeting held on 31<sup>st</sup> October 2016 as an accurate record of the proceedings and the presiding Chairman signed them.

5. **TO CONSIDER REPLACEMENT NOMINEE FOR THE POSITION OF DEPUTY MAYOR 2017-2018, TOGETHER WITH NOMINATIONS FOR MAYOR AND DEPUTY MAYOR 2018-2019, AND MAKE RECOMMENDATION TO ANNUAL COUNCIL MEETING 2018**

It was noted that the current Deputy Mayor, Cllr. A. Cunard, had informed the Town Clerk that he did not wish to pursue the nomination for the position of Mayor for the 2018/19 municipal year due to unforeseen work and other commitments. Furthermore Cllr. Cunard had requested that, if possible, he be relieved of his position as Deputy Mayor as soon as possible.

Members were therefore being asked to make recommendations for the appointment of a replacement Deputy Mayor for the remainder of the current 2017/18 municipal year who would then be recommended as the Mayor for 2018/19 year. In addition, as is usual practice, a nomination for a Deputy Mayor for the 2018/19 municipal year would also need to be determined.

Members noted that Cllr. J. Cosgrove had written to the Town Clerk via email on 16<sup>th</sup> October 2017 requesting that the Mayoral Selection Committee consider him for the role made vacant by Cllr. Cunard and for the position of Mayor in 2018/19.

A nomination of Cllr. S. Reynolds for Deputy Mayor for the remainder of the current year and Mayor for 2018/19 municipal year was also put forward and was noted together with the proposal that Cllr. W. Toovey take the role of Deputy Mayor for the 2018/19 term.

Members discussed at length all nominations and subsequently **RESOLVED** to **RECOMMEND** that Cllr. S. Reynolds be appointed as Deputy Mayor for the remainder of the current year.

It was further **RESOLVED** to **RECOMMEND** that, in accordance with S.O. 2.6 (which states that it is a convention of the Council that the Deputy Mayor in any year shall, unless he/she resigns, becomes disqualified or is not re-elected as a councillor, be put forward by the Mayoralty Selection

Committee as Mayor for the following year) Cllr. Reynolds having taken on the appointment of Deputy Mayor for the remainder of the current year, should then be put forward by this Committee as Mayor for the 2018/19 municipal year with Cllr. W. Toovey appointed as Deputy Mayor for the 2018/19 term.

It was noted that for the appointment of Cllr. Reynolds as Deputy Mayor for the remainder of the current year to be effective immediately, this recommendation would need to be considered by Council at the next meeting in November with the remaining recommendations relating to the appointments of Mayor and Deputy Mayor for 2018/19 considered by Council as is usual at the Annual Council Meeting on 14<sup>th</sup> May 2018.

Finally, Members discussed the importance for the Mayor and their Deputy to receive training in the Chairmanship of Meetings and it was **AGREED** that the Clerk should arrange such training as soon as possible to ensure that this is undertaken prior to the recommendation to Council of their appointments as Mayor and Deputy Mayor in May next year.

***The Meeting closed at 9.59am***