

**Tony Kershaw**

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25 February 2020

Deborah Urquhart  
Chairman,  
Joint Eastern Arun Area Committee

Dear Mrs Urquhart,

**Joint Eastern Arun Area Committee – Urgent Action Procedure:**

**Community Initiative Funding – Urgent Action**

I am writing to seek your agreement to an officer authorising the above matter that requires an urgent decision and I enclose a copy of a report prepared by the Director of Law and Assurance.

The report recommends that the application to the Community Initiative Fund (West Sussex Crowd), for £500 to The Littlehampton Community Fridge be pledged.

The urgency of this matter is due to the project requiring the funds before the next meeting of the Committee.

If you agree with an officer authorising the above recommendation, I should be grateful if you would kindly sign this letter and return it to me. A copy of this letter has also been sent to the Chairman of the Performance and Finance Scrutiny Committee as required under Standing Order 3.47.

The decision will be reported to the next meeting of the County Local Committee and through the Executive Decision Database and The Bulletin in the usual way.

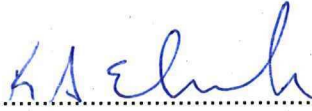
Yours sincerely

A handwritten signature in blue ink that reads 'Tony Kershaw'.

Tony Kershaw  
Director of Law and Assurance

cc Chairman of the Performance and Finance Scrutiny Committee  
Enc. 'Report Community Initiative Funding – Urgent Action'

**Agreed**



**Katharine Eberhart**

Director of Finance and Support  
Services

**Deborah Urquhart**

Chairman  
Joint Eastern Arun Area Committee



**Action Authorised**



**Tony Kershaw**

Director of Law and Assurance

Date.....

3/03/20