



North Horsham Parish Council

Roffey Millennium Hall,
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West Sussex, RH12 4DT

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4th November 2016

NOTICE OF A MEETING OF THE PARISH COUNCIL

Councillors are respectfully summoned to attend a meeting of North Horsham Parish Council to be held on **Thursday 10th November 2016 at 7.30pm** at Roffey Millennium Hall for the transaction of the business on the agenda below.

Members of the Press and public are welcome to attend.

Pauline Whitehead BA(Hons) FILCM
Clerk to the Council

AGENDA

1. **Public Forum.**
The Public Forum will last for a period of up to 15 minutes during which members of the public may put questions to the Council or draw attention to relevant matters relating to the business on the agenda. Each speaker is limited to 3 minutes. Business of the meeting will start immediately following the public forum or at 7.45pm whichever is the earlier.
2. **Apologies for absence.**
Recommendation:- To receive apologies for absence.
3. **Minutes.**
Recommendation:- To approve and sign the Minutes of the Council Meeting held on 1st September 2016 and the Extraordinary Parish Council Meeting held on 27th October 2016.
4. **Declarations of Interest.**
Recommendation:- To receive any Declarations of Interest from Members of the Council.
5. **Committees and Working Groups.**
Recommendations:-
 1. To receive and adopt the Minutes of -
 - (a) Planning, Environment and Transport Committee – 8th September 2016, 29th September 2016 and 3rd November 2016.
 - (b) Finance and Administration Committee – 20th October 2016.
 - (c) Property Committee - 13th October 2016.
 2. To note that the Internal Controls working group meeting scheduled for 3rd October 2016 and the Personnel Committee Meeting scheduled for 6th October 2016 were cancelled due to lack of business.

6. **Reports from Representatives on Outside Bodies.**
Recommendation:- To receive and note reports from representatives on outside bodies.
7. **Chairman's Announcements.**
Recommendation:- To receive the Chairman's announcements.
8. **Financial Matters.**
Recommendation:- To approve the expenditure list and Financial Report to 30th October 2016.
9. **Car Park in Godwin Way.**
Recommendation:- To submit comments to Horsham District Council on their option to introduce an annual permit scheme at Godwin Way Car Park.
10. **Electoral Review of Horsham**
Recommendation:- To consider a response to a consultation on an electoral review of Horsham District by the Local Government Boundary Commission for England.
11. **Removal of Telephones in North Horsham Parish**
 1. Adjacent to the shopping parade, North Heath Lane, Coltsfoot Drive
 2. Near 76 and 78 Pondtail Road
 3. By the bus stop at Church Road
 4. At the junction of Laughton Road and Hawkesbourne Road
 5. Outside Littlehaven Station on Rusper Road**Recommendation:- To respond to proposals to remove the above five telephones in North Horsham Parish.**
12. **Correspondence**
Recommendation:- To receive correspondence lists from 2nd September 2016 to 10th November 2016.
13. **Exclusion of press and public.**
Recommendation:- To resolve that the Press and Public be excluded from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, for reasons of confidentiality as the following discussion item relates to staff.
14. **Staff matters**
Recommendation:- To confirm appointment of Clerk, Deputy Clerk and one Caretaker at North Heath Hall.
15. **Date of next Meeting**
Thursday 5th January 2017 (scheduled).

Please note that the agenda and associated report can be found on the Parish Council website <http://www.northhorsham-pc.gov.uk/>