

7th March 2016

Dear Councillor

You are hereby summoned to attend a meeting of North Horsham Parish Council to be held on **Thursday 17th March 2016 at 7.30pm** at Roffey Millennium Hall for the transaction of the business on the agenda below.

Yours sincerely,

Sue Kemp – Parish Clerk

AGENDA

- 1. Public Forum**
Members of the public are invited to put questions or draw relevant matters to the Committee's attention, prior to the commencement of business. This is for a period of up to 15 minutes and shall be limited to 3 minutes per person
- 2. To accept apologies for absence**
- 3. To receive any Declarations of Interest from Members of the Committee**
- 4. To approve and sign the Minutes of the Council Meeting held on 7th January 2016**
- 5. To receive and adopt the Minutes of -**
 - (a) Planning, Environment and Transport Committee – 14th January and 11th February 2016**
 - (b) Property Committee – 4th February 2016**
 - (c) Personnel Committee – 18th February 2016**
 - (d) Finance & Administration Committee – 25th February 2016**
- 6. Chairman's Announcements**
 - (a) Access to Parish owned land**
 - (b) Neighbourhood Plan**
 - (c) Change of Parish Council name**
 - (d) Visit of Fire Officer to Roffey Millennium Hall**

- 7. To consider the appointment of a new Parish Clerk**
- 8. To consider two Casual Vacancies to the Parish Council - Roffey North and South Wards**
- 9. To amend the Policy and Conditions of Hire in relation to Parish Council owned Premises**
- 10. To consider the outcome of the Visioning Event held on 11th February 2016**
- 11. To consider the renewal of the Memorandum of Understanding with Horsham Town Community Partnership**
- 12. To note arrangements for the Annual Meeting of the Electors of the Parish – 25th April 2016 at North Heath Hall**
- 13. To receive Reports from representatives on outside organisations**
- 14. To approve Accounts for Payment**
- 15. Date of next Meeting –
Thursday 12th May 2016 – Annual Meeting of Council**
- 16. Exclusion of the Press and Public**
'To consider whether to exclude the Press and Public from the meeting during the consideration of the following items in accordance with S1(2) of the Public Bodies (Admissions to Meetings) Act 1960 on the grounds that they involve the likely disclosure of exempt information'
- 17. To consider staffing establishment issues**