

24th June 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 30th June 2016 at 7.30pm** at Roffey Millennium Hall for the transaction of the business on the agenda below.

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 12th May 2016.
- 4. Declarations of Interest.**
Recommendation:- To receive any Declarations of Interest from Members of the Council.
- 5. Councillor Vacancy in Roffey North.**
The meeting will be adjourned during a presentation from the applicant.
Recommendation:- To consider an application to become a Councillor for Roffey North through co-option.
- 6. Committees and Working Groups.**
Recommendations:-
 - 1. To receive and adopt the Minutes of -**
 - (a) Planning, Environment and Transport Committees – 19th May 2016; 16th June 2016.**
 - (b) Finance and Administration (Grants) – 2nd June 2016.**
 - (c) Property - 9th June 2016.**

2. To reschedule the Personnel Meeting (cancelled on 30th June 2016) for 6pm on Thursday 28th July 2016.
3. To note that the Internal Controls working group scheduled for 13th June was cancelled due to lack of business. An informal Visioning evening was held instead.
7. **Reports from Representatives on Outside Bodies.**
Recommendations:-
 1. To receive and note reports from representatives on outside bodies.
 2. To confirm the representative on the Horsham Town Community Partnership.
8. **Chairman's Announcements.**
Recommendation:- To receive the Chairman's announcements.
9. **Financial Matters.**
Recommendations:-
 1. To approve expenditure lists.
 2. To note that the dates for the inspection period for the Annual Return had to be changed to 27th June 2016 to 5th August 2016 to allow time to verify necessary information.
 3. To note the final position of reserves at 31st March 2016.
10. **General Power of Competence.**
Recommendations:-
 1. To confirm that at least two thirds of the members of the council hold office as a result of being declared elected.
 2. To confirm that the clerk holds the certificate in local Council Administration and has completed training in the exercise of the General Power of Competence .
 3. To resolve that the Council meets the criteria to use the General Power of Competence.
11. **Visioning.**
Recommendation:- To consider the draft document and agree the proposed suggestions to be included in a business plan.
12. **Land in St Marks Lane.**
Recommendation:- To confirm ownership of land in St Mark's Close and to consider how a portion of the land is managed in the future.
13. **Car Park in Godwin Way.**
Recommendations:-
 1. To form a closed ended working party to gather information and explore ways in which the Godwin Way Car Park could be managed in the future.
 2. To bring a report to the Parish Council Meeting on 1st September 2016 in readiness for a meeting with Horsham District Council in September 2016.
14. **Consultations.**
Manor Fields Play Area – idea to create a new play space which is linked into the landscape. Ideas and information about the history and name of the site is welcomed. Deadline 11th July 2016.
Electoral Review of West Sussex relating to amended proposals to reflect community

identities and provide for effective and convenient local government in Crawley. The response date was 6th June 2016 but late responses will be accepted.

Recommendation:- To agree responses, if any, to consultations.

15. Grass verge cutting by West Sussex County Council

Recommendation:- To consider if NHPC wishes to make a comment to WSCC.

16. Correspondence list.

(An additional list will be circulated at the meeting if required)

Recommendation:- To note correspondence sent to Councillors between 23rd May 2016 to the date of the Parish Council Meeting.

17. Date of next Meeting – Thursday 1st September 2016 (Scheduled)

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