

**MINUTES OF A MEETING OF NORTH HORSHAM PARISH COUNCIL
HELD ON THURSDAY 4th SEPTEMBER 2014 AT 7.30pm
AT ROFFEY MILLENNIUM HALL**

Present: Councillors M. Brakes, Mrs K. Burgess, P. Burgess, N. Butler, Mrs R. Ginn, N. Grant*, R. Knight, M. Loates*, G. Porter*, T. Rickett*, Mrs P. Rutherford*, D. Searle*, M. Senior, S. Torn, R. Turner, Ms B. Walters*, Wassell, R. Wilton and Mrs S. Wilton

* denotes absence

In attendance: Sue Kemp, Parish Clerk

FC/042/14 PUBLIC FORUM

There were no members of the public present

FC/043/14 APOLOGIES FOR ABSENCE

Apologies for absence were received and approved from Councillors Grant, Loates, Porter, Rickett, Mrs Rutherford, Searle and Mrs Walters

FC/044/14 MINUTES OF THE PREVIOUS MEETING

The Minutes of the meeting of 26th June 2014 were agreed and signed by the Chairman as being a true record

FC/045/14 COMMITTEE MINUTES

The following Committee Minutes were presented to Council –

- (a) **Personnel Committee** – 3rd July 2014
- (b) **Planning, Environment and Transport Committee** – 10th July and 7th August 2014
- (c) **Finance and Administration Committee** – 24th July 2014
- (d) **Property Committee** – 31st July 2014

IT WAS RESOLVED

That the Committee Minutes be adopted

FC/046/14 HOLBROOK COMMUNITY GROUP NOTES

Members noted receipt of the notes of the Holbrook Community Group meeting of 30th June 2014, and that there were no requests.

IT WAS RESOLVED

To note the Meeting Notes

FC/047/14 DECLARATIONS OF INTEREST

There were no Declarations of Interest made

FC/048/14 CHAIRMAN'S ANNOUNCEMENTS

There were no Chairman's Announcements

FC/049/14 NEIGHBOURHOOD PLAN

Members noted receipt of the Clerk's Report and noted that an initial meeting, with Chris Carey (formerly of Horsham District Council) to begin the process was arranged for Tuesday 16th September 2014 at 7pm to be attended by the Chairman and Vice-Chairman of Council, the Chairman of the Planning, Environment and Transport Committee, the Chairman of the Finance and Administration Committee and the Clerk.

IT WAS RESOLVED

To note the Clerk's Report

FC/050/14 PROPOSED DEVELOPMENT NORTH OF THE A264

Councillor Torn commented that the Examination in Public was due to be held at some time in mid-November. The instructed Counsel was currently working on the Parish Council's responses and a meeting of the Local Plan Committee would be held in due course, to discuss those responses.

IT WAS RESOLVED

To note Councillor Torn's comments

FC/051/14 HOLBROOK TYTHE BARN AND NORTH HEATH HALL

Members noted receipt of the Clerk's Report. Members were further advised by the Clerk of activity in the last 48 hours as follows –

Since writing the Report for this meeting, the last 48 hours has seen an unprecedented flurry of activity. This was initiated by the Clerk receiving a telephone call asking for help. After some consideration, the Clerk made a telephone call to Natalie Brahma-Pearl, acting as CEO in Tom Crowley's absence, at Horsham District Council.

The reason for the telephone call was –

- (a) because a number of significant payments had not been made, both to the Parish Council's advisors and Westrock's Project Managers and the main contractors and many of these people had suspended their services due to non-payment; and
- (b) to draw this to the attention of HDC because of the potential impact on the Town Centre flagship Project; and
- (c) embarrassment was being caused to two local authorities

The telephone call was followed up by an email to Natalie Brahma-Pearl. The email concluded by stating the following – 'Overall, on behalf of the Parish Council, I would like to express disappointment that it has taken this level of 'interference' to get to where we are now. It would seem from Robin Barton's email that they are 'opposing' any further work (see my comment above) but this has been somewhat 'salvaged' by HR Projects response. The Parish Council's main objective now is to ensure that all works are completed as quickly as possible, to the appropriate standard and the Parish Council's facilities can open fully to the community; and I really do hope that this can be achieved without any further actions, such as this. It is such a shame that the entire experience has been tarnished by Westrock and, by association, those associated with them. As Westrock is undertaking Horsham District's flagship Project in the Town Centre it is hoped that the District Council will not be embarrassed by Westrock, as the Parish Council has been; and does not experience the same problems and issues that the Parish Council has'.

In the last 24 hours –

- (a) Yesterday, Wednesday, an unofficial visit was made to the Barn by a member of the Project Management team and was attended by the Clerk and Premises Manager, resulting in a definitive list of outstanding works and defects being drawn up
- (b) payment in full has been made to the Parish Council's legal advisors and monitoring surveyor
- (c) a part payment has been made to the main contractor
- (d) payment has been promised next week to Westrock's Project Management Team
- (e) Despite the Clerk being advised in an email from Westrock yesterday that the main contractors had advised that there were no items to be included on a snagging list, after contact was made with the main contractors, a meeting took place early this morning with one of the Directors and such was the level of concern that the main director was called to the site.

The outcome of this meeting is that work has already begun on the now agreed snagging list.

Following discussion

IT WAS RESOLVED

- (a) **To ratify the action of the Clerk in instructing MacConvilles to assist with an assessment of the current situation, at a cost of £150**
- (b) **To monitor the current situation**

FC/052/14 THINK FAMILY – THINK SOUTH HOLMES PROJECT

Members noted receipt of the Clerk's Report, with regard to the current status of the project. Members noted that Sussex Police were seeking the involvement of the Parish Council by adopting the BT Telephone Boxes in Hawkesbourne Road and Church Road.

Members further noted that the Project would be holding a Community Event at Roffey Millennium Hall on Wednesday 15th October 2014 from 7pm to 9pm, when a wide range of information from a number of providers will be on display. Members noted that further information would be available in due course.

IT WAS RESOLVED

- (a) **To approve the adoption of the two BT Telephone Boxes in Church Road and Hawkesbourne Road**
- (b) **To note the current details for the Roffey Community Event on 15th October 2014**

FC/053/14 HOLBROOK AND ROFFEY COMMUNITY GROUPS

Members noted receipt of the Clerk's Report as to how the two Community Groups came into their current form and putting forward reasons for the decline in attendance at meetings, across the board. Following discussion

IT WAS RESOLVED

That the Holbrook and Roffey Community Groups be disbanded with immediate effect

FC/054/14 OLDER PERSON'S AFTERNOON EVENT

Members noted receipt of the Clerk's Report and the intention to arrange an Older Person's Event on Thursday 18th September from 2pm to 3.30pm to gauge the level of interest for a self-managing social group being formed. Following discussion

IT WAS RESOLVED

That the Parish Council would support this staff initiative

FC/055/14 REPORTS FROM OUTSIDE ORGANISATIONS

Members noted the comments of Councillor Brakes, who had attended a fact-finding meeting with Councillor Grant at Age UK Horsham. It was noted that there would be no place for Council representation on the Board, as there had been in the past. Following discussion

IT WAS RESOLVED

To note Councillor Brakes' comments and continue involvement with Age UK Horsham by way of the Council's Grants Procedure

There were no other Reports available

FC/056/14 ACCOUNTS FOR PAYMENT

Members noted the list of invoices for approval and payment tabled at the meeting.

IT WAS RESOLVED

That the schedule of accounts for payment, totalling £95,000.88, be authorised

FC/057/14 DATE OF NEXT COUNCIL MEETING

Thursday 13th November 2014

There being no other business, the Chairman closed the meeting at 8.50pm

..... Signed

.....Dated