

**MINUTES OF A MEETING OF NORTH HORSHAM PARISH COUNCIL
HELD ON THURSDAY 12th NOVEMBER 2015 AT 7.30pm
AT ROFFEY MILLENNIUM HALL**

Present: Councillors A. Britten, Mrs K. Burgess*, P. Burgess*, N. Butler, Mrs R. Ginn*, Mrs F. Haigh, R. Knight, M. Loates*, Miss H. Ralston, T. Rickett, D. Searle, S. Torn*, R. Turner, I. Wassell*, R. Wilton and Mrs S. Wilton

* denotes absence

In attendance: Sue Kemp, Parish Clerk
Ross McCartney, Roffey Millennium Hall staff

FC/056/15 PUBLIC FORUM

There were no members of the public present.

FC/057/15 APOLOGIES FOR ABSENCE

Apologies for absence were received and noted from Councillors Mrs K. Burgess, P. Burgess, M. Loates and S. Torn

FC/058/15 DECLARATIONS OF INTEREST

There were no Declarations of Interest made

FC/059/15 MINUTES OF THE PREVIOUS MEETING

The Minutes of the meeting of 3rd September 2015 were agreed and signed by the Chairman as being a true record

FC/060/15 COMMITTEE MINUTES

The following Committee Minutes were presented to Council –

- (a) **Planning, Environment and Transport Committee** – 10th September and 1st October 2015
- (b) **Personnel Committee** – 8th October 2015
- (c) **Finance and Administration Committee** – 22nd October 2015

- (d) Members noted that the Minutes of the **Property Committee** meeting held on 15th October 2015, were not yet available

IT WAS RESOLVED

That the Committee Minutes be adopted

FC/061/15 CASUAL VACANCIES

Members noted receipt of the Clerk's Report as to the current position regarding the three Casual Vacancies remaining on the Parish Council. Members noted receipt of an application from Mr Richard Millington. Following brief discussion

IT WAS RESOLVED

- (a) **That Mr Richard Millington be co-opted to the Parish Council for Holbrook West Ward**
- (b) **That the appropriate statutory notices be displayed with regard to the remaining two vacancies**

Mr Millington duly signed his Declaration of Acceptance of Office

FC/062/15 CHAIRMAN'S ANNOUNCEMENTS

- (a) **Horsham Matters – Community Youth Work project**
Members noted that a formal letter terminating the Agreement giving the required 90 days' notice had been sent to Horsham Matters Ltd. Members noted the response and that the Agreement was now being terminated on 31st March 2016.

- (b) **Horsham Cricket Club**
The Chairman advised Members that he had attended, as mediator, a meeting on 9th November between the Cricket Club and local residents who wished to express their concerns. Members noted that grant funding would be probably sought for increasing the height of the surrounding fence and possibly for repairs to the access road to the Club

IT WAS RESOLVED

To note the Chairman's Announcements

EMERGENCY CHAIRMAN'S ANNOUNCEMENT

- (c) **Earles Meadow – Girl Guiding event**
Members noted receipt of an email from Robert Brown regarding the 1st Harwood Guides request to him to hold an event on the edge of the woodland on 7th December 2015, which would involve the lighting of a number of small camp fires.

Members noted the total prohibition on the lighting of fires within the Parish Council's Open Spaces Policy. Councillor Searle commented generally on the inadvisability of unauthorized fires at the wrong time and that both the Fire Brigade and the Police should be notified of the event. Following discussion

IT WAS RESOLVED

- (a) **That a special dispensation be given to enable the 1st Harwood Guides to hold the event**
- (b) **That Mr Brown contact all residents of Earles Meadow to explain that this was a permitted 'one off' event and that fires of any description were not permitted on any of the Open Spaces within the ownership of the Parish Council**
- (c) **That Mr Brown contact both the Fire Brigade and the Police giving appropriate information relating to the event**

FC/063/15 PROPOSED DEVELOPMENT NORTH OF THE A264

Members noted the Clerk's comments that written Legal Advice had now been received, which would be circulated to all Members in due course. Members further noted that a telephone conference would take place on Wednesday 25th November at 11am with the Council's legal advisors and Members of the Local Plan Committee. Further, that this would be followed by a meeting of the Local Plan Committee on Thursday 26th November at 7.30pm

Following lengthy discussion

IT WAS RESOLVED

To note the Clerk's comments

FC/064/15 COUNCIL AND COMMITTEE BUDGET MONITORING to 30.6.2015

Members noted receipt of the internal spreadsheet detailing final Council and Committee Budget Monitoring at 30th September 2015.

IT WAS RESOLVED

To note the Budget Monitoring information

FC/065/15 COUNCIL AND COMMITTEE BUDGETS for 2016/2017 – first draft

Members noted receipt of the first draft of the Council and Committee Budgets for 2016/2017. Members noted that there had been no comments from any of the Committees.

IT WAS RESOLVED

To approve the first draft of the 2016/2017 Council and Committee Budgets

FC/066/15 NEIGHBOURHOOD PLAN

Members noted receipt of the Clerk's Report that a response from Chris Carey was still awaited. Members noted that the document was expected to be available for the next Council meeting.

IT WAS RESOLVED

To note the Clerk's Report

FC/067/15 REPORTS FROM OUTSIDE ORGANISATIONS

Members noted receipt of a written report from Councillor Searle regarding his attendance at BIFFA West Sussex Brookhurst Wood Local Liaison Group; Britaniacrest Waste Brookhurst Wood Local Liaison Group; Horsham Town Community Partnership; and the Horsham Burial Advisory Group. Members noted his comments expanding on his written Report.

Councillor Turner commented on his attendance at the Horsham in Bloom Awards ceremony and the achievements of Earles Meadow.

IT WAS RESOLVED

To note the comments of Councillors Searle and Turner

FC/068/15 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 £110,844.28 be authorised

FC/069/15 DATE OF NEXT COUNCIL MEETING

Thursday 7th January 2016

FC/070/15 EXCLUSION OF THE PRESS AND PUBLIC

Members considered that the Press and Public now be excluded 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

FC/071/15 STAFFING ESTABLISHMENT MATTERS

Members noted the comments of Councillor Rickett with regard to the meeting of the recent Interview Panel on 5th November. Members noted that as there was still work to be done in relation to this meeting, the comments would be made in Confidential Session

IT WAS RESOLVED

To note the comments of Councillor Rickett and the Chairman of Council

There being no other business, the Chairman closed the meeting at 8.40pm

..... Signed

.....Dated