

**MINUTES OF A MEETING OF NORTH HORSHAM PARISH COUNCIL
HELD ON THURSDAY 25th JUNE 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, T. Rickett, D. Searle, S. Torn, R. Turner*, I. Wassell*, R. Wilton* and Mrs S. Wilton

* denotes absence

In attendance: Sue Kemp, Parish Clerk

In the absence of both the Chairman and Vice Chairman of Council, it was proposed by Councillor Butler and seconded by Councillor Knight that Councillor P. Burgess act as Chairman for this meeting only.

IT WAS RESOLVED

That Councillor P. Burgess act as Chairman for this meeting only

FC/023/15 PUBLIC FORUM

There were no members of the public present

FC/024/15 APOLOGIES FOR ABSENCE

Apologies for absence were received and noted from Councillors Mrs F. Haigh, R. Turner, I. Wassell and R. Wilton

FC/025/15 DECLARATIONS OF INTEREST

There were no Declarations of Interest made

FC/026/15 MINUTES OF THE PREVIOUS MEETING

The Minutes of the meeting of 19th May 2015 were agreed and signed by the Chairman as being a true record

FC/027/15 COMMITTEE MINUTES

The following Committee Minutes were presented to Council –

(a) **Planning, Environment and Transport Committee** – 21st May 2015

(b) **Finance and Administration Committee** – 4th June 2015

IT WAS RESOLVED

That the Committee Minutes be adopted

FC/028/15 CASUAL VACANCIES

Members noted receipt of the Clerk's Report as to the current position regarding the four Casual Vacancies remaining on the Parish Council.

The Chairman introduced Miss Helen Ralston who gave a brief presentation to the Council as to her application for co-option. Following brief discussion

IT WAS RESOLVED

That Miss Ralston be co-opted to the Parish Council to Holbrook East Ward

Miss Ralston duly signed a Declaration of Acceptance of Office

Councillor Rickett then asked to address Council without interruption and spoke from a prepared script. He commented that it was a major concern to him that the vacancies following the May election were not filled. He commented that a golden opportunity was missed in the run up to the election and that too little too late had been done by Council staff.

He commented that there had been no promotional material prepared, including the fact that a newsletter had not been published. He commented that on various visits to the Parish Office staff had told him that they were too busy to deal with promoting the vacancies; and that nomination papers were not available to the general public, as they were locked away in an office. He further commented that the Parish Clerk had deliberately rigged the Parish Council election process by ensuring that nomination papers were not available, in a bid to prevent elections occurring in the four wards, so that Parish Council funds would not be spent.

The Chairman asked Members and the Parish Clerk if anyone wished to say anything, to which there was a negative response. The Chairman asked that Mr Rickett's comments be further discussed at the next Council meeting.

IT WAS RESOLVED

That the issue of the filling of the Casual Vacancies before and after the May election be placed on the agenda for the next Council meeting

FC/029/15 CHAIRMAN'S ANNOUNCEMENTS

Members noted there were no Chairman's Announcements

**FC/030/15 YEAR END ACCOUNTS – 2014/2015
RECOMMENDATION FROM THE FINANCE AND
ADMINISTRATION COMMITTEE FROM 4th JUNE 2015**

Members noted receipt of the Clerk's Report and the appropriate papers, previously circulated to all Members. Following consideration of the Recommendation to Council

IT WAS RESOLVED

- (a) To approve the year end accounts**
- (b) That Section 1 of the Annual Return – the Accounting Statement - be signed by the Council Chairman**
- (c) That Section 2 of the Annual Return – the Annual Governance Statement - be signed by the Council Chairman**

**FC/31/15 COUNCIL AND COMMITTEE BUDGET MONITORING to
31.3.2015**

Members noted receipt of the internal spreadsheet detailing final Council and Committee Budget Monitoring at 31st March 2015.

Members asked that their congratulations to the Clerk be mentioned in the minutes for her work in the preparation of the accounts.

IT WAS RESOLVED

To note the Budget Monitoring information

FC/32/15 INTERNAL AUDITOR'S REPORT – dated 8.6.2015

Members noted receipt of the Clerk's Report detailing the internal auditor's Report following his visit on 8th June 2015. Members were pleased to note the positive comments contained therein and again asked that Members congratulations to the Clerk for her work on the Council's finances be mentioned in the minutes.

IT WAS RESOLVED

To note the Report of the Internal Auditor

FC/035/15 PROPOSED DEVELOPMENT NORTH OF THE A264

Members noted receipt of the Clerk's Report detailing the current position. Members noted that following an informal meeting of the Local Plan Committee on 6th June, with Counsel a number of steps were agreed.

Members noted that the Inspector had agreed that the Parish Council could be represented at the Examination in Public, following Council's representations. Councillors Mrs Burgess and Rickett advised Members of the Motion put to the meeting of Horsham District Council on 24th June and the potential outcomes.

Following lengthy discussion

IT WAS RESOLVED

To note the Report and comments made by Councillors Mrs Burgess, Rickett and Torn

FC/036/15 NEIGHBOURHOOD PLAN

Members noted receipt of the Clerk's Report as to Chris Carey now being appointed to prepare a preliminary Report for the agreed sum of £600.

IT WAS RESOLVED

To note the Clerk's Report

FC/037/15 REPORTS FROM OUTSIDE ORGANISATIONS

Members noted that there were no Reports

FC/038/15 REPRESENTATION TO BRITANNIACREST RECYCLING LTD. COMMUNITY LIAISON GROUP

Members noted receipt of the Clerk's Report as to the invitation to appoint a representative to this new Community Liaison Group. Following discussion

IT WAS RESOLVED

That Councillor Searle be appointed as the Parish Council representative

FC/039/15 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 £46,128.62, be authorised

FC/040/15 DATE OF NEXT COUNCIL MEETING

Thursday 3rd September 2015

FC/041/15 EXCLUSION OF PRESS AND PUBLIC

On the grounds that the discussion of the next agenda item would involve the likely disclosure of exempt information, the press and the public were excluded from the meeting

FC/042/15 ACCESS TO PARISH OWNED LAND

Members noted receipt of the Clerk's Confidential Report. Following discussion in confidential session

IT WAS RESOLVED

To defer further discussion on this item to the September meeting

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

..... Signed

.....Dated