

**NOTTH HORSHAM PARISH COUNCIL
THURSDAY 7th JANUARY 2016 AT 7pm
AT ROFFEY MILLENNIUM HALL**

CLERK'S REPORT

3. DECLARATIONS OF INTEREST

Members are advised to consider the agenda for the meeting and determine in advance if they may have a Personal, Prejudicial or a Disclosable Pecuniary Interest in any of the agenda items. If a Member decides they do have a declarable interest, they are reminded that the interest and the nature of the interest must be declared at the commencement of the consideration of the agenda item; or when the interest becomes apparent to them. Details of the interest will be minuted.

Where you have a Prejudicial Interest (which is not a Disclosable Pecuniary Interest), Members are reminded that they must now withdraw from the meeting chamber after making representations or asking questions.

If the interest is a Disclosable Pecuniary Interest, Members are reminded that they must take no part in the discussions of the item at all; or participate in any voting; and must withdraw from the meeting chamber; unless they have received a dispensation.

6. CHAIRMAN'S ANNOUNCEMENTS

At the time of writing the Report, there are no Chairman's Announcements

7. CASUAL VACANCIES – ROFFEY NORTH and SOITH WARDS

Members are reminded that there continue to be two Casual Vacancies following the May 2015 election. These vacancies can be filled by the 'second stage process' i.e. by simply advertising. Members are encouraged to put forward appropriate candidates.

RECOMMENDATION

Members are asked to note this section of the Report

8. COMMITTEE AND CONSOLIDATED BUDGET – 2016/2017 – second draft

Members have previously been circulated with the Budget papers.

Members are advised that the second (and final) draft of the Property Committee Budget has not been approved by the Committee, as the meeting on 3rd December 2015 was inquorate.

Members are advised that Horsham District Council (HDC) has confirmed the Tax Base for the Parish at 8241.40) and the level of Council Tax Benefit Grant (CTBG) to be awarded as £7,006. These figures are shown in the calculation on the Precept sheet of the Budget document.

To remind Members, prior to April 2013 the cost of Council Tax Benefit is refunded to District Councils fully, at 100%. From April 2013, under the Local Government Finance Act 2012, each Council Tax billing authority is required to produce its own localised scheme; and in future the CTGB will be limited to 90% of the current level. The level of CTBG awarded is gradually being eroded and Members are, no doubt, aware that the time will come when the level of Grant awarded will be zero.

There is still no change to the way that Parish Tax Bases are calculated – being calculated at a point in time and based on, among other things, the numbers of properties built or demolished, Band changes on appear, the numbers of exemptions for empty properties and single person occupancy discounts.

The Tax Base for North Horsham for 2016/2017 is shown on the Precept Sheet, together with that for other years, for comparison purposes. Based on the confirmed Tax Base, the Parish Council's share of the CTBG is shown, as income and will be paid at the same time as the Precept.

For precepting purposes, the Precept is the required amount less the allocated share of the CTBG.

RECOMMENDATION

Members are asked to approve the Council and Committee Budgets for 2016/2017

9. PARISH PRECEPT for 2016/2017

Members are advised that at the Finance and Administration Committee meeting on 17th December, the Committee resolved to make a Recommendation to Council to approve an increase in the Precept requirement of 0.90%. Despite the reduction in the Tax Base, this has been achieved, with a Precept requirement based on the Consolidated Council Budget of £282,726 (including CTBG of £7,006).

RECOMMENDATION

That the Parish Council's Precept for the financial year 2016/2017 be set at £275,720, representing a 0.90% increase

10. DEVELOPMENT NORTH OF THE A264

Members' attention is drawn to the Minutes of the Local Plan Committee meeting held on 26th November 2015, which are available on the Parish Council's website. The Parish Council will not be seeking a Judicial Review in respect of this issue and the question of commissioning a Traffic Survey has been deferred. Councillor Torn will be available to answer any questions on these points.

RECOMMENDATION

Members are asked to note the Report

11. NEIGHBOURHOOD PLAN

Members will find enclosed a copy of Chris Carey's Report 'North Horsham Parish Council – Neighbourhood Plans – Issues and Opportunities' and will have the benefit of hearing a presentation from Chris at the beginning of the meeting.

RECOMMENDATION

Members' views are sought

12. COUNCIL MEETING DIARY – MAY 2016 to APRIL 2017

Members will find enclosed a proposed Meeting Diary for meetings of Council, Committees and Community and Working Groups; from May 2016 to April 2017

RECOMMENDATION

That the Meeting Diary is approved

13. ANNUAL MEETING OF ELECTORS OF THE PARISH

This statutory meeting is to be held on Monday 25th April 2016 at North Heath Hall (**Note** – not Holbrook Tythe Barn as on the current Meeting Diary, due to an increase in bookings. At this stage, Members are invited to consider who they may wish to invite to act as a speaker for the evening)

RECOMMENDATION

Members' views are sought

14. REPORTS REGARDING OUTSIDE ORGANISATIONS

At the time of writing the Report, there are no advance Reports

RECOMMENDATION

Members are asked to note this section of the Report

15. APPROVAL OF ACCOUNTS

The schedule of accounts for payment will be tabled at the meeting

RECOMMENDATION

That the payment of accounts is approved

16. DATE OF NEXT COUNCIL MEETING

Thursday 17th March 2016

17. 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

RECOMMENDATION

That the Press and Public are now excluded from the meeting

18. ACCESS TO PARISH OWNED LAND

Members will have the benefit of hearing from the Parish Council's legal advisor, Ian Davison, solicitor

RECOMMENDATION

Members' views are sought

19. APPOINTMENT OF NEW PARISH CLERK

Members are advised that the Chairman of Council will address the meeting on this issue.

Sue Kemp – Parish Clerk
23rd December 2015