

**NOTTH HORSHAM PARISH COUNCIL
THURSDAY 9th JANUARY 2014 AT 7.30pm
AT ROFFEY MILLENNIUM HALL**

CLERK'S REPORT

4. CASUAL VACANCY – HOLBROOK EAST WARD

As Members are aware, there continues to be one Casual Vacancy on the Parish Council - in Holbrook East Ward (the vacancy in Roffey South Ward having been filled in November 2013).

Members are advised that the appropriate statutory notice was displayed and confirmation received from the District Council's Monitoring Officer that a by-election has not been called. The second informal Notice has also been displayed.

Members are further advised that there is one applicant for the Holbrook East vacancy from Mr Nick Grant, and his resumé will be available at the meeting.

Co-Option Procedure

Members are advised that the entire co-option process should be in open session; and further that the Council does not have to co-opt any or all of the applicants, if it chooses not to.

Mr Grant has been invited to attend the Council meeting where the procedure to be employed is as follows –

- (a) the applicant will be invited to make a brief presentation about himself and answer any questions that Members may have
- (b) Voting will be by way of a show of hands. Members are advised that the successful candidate must receive an absolute majority vote of those present and voting (Para. 39, Schedule 12 of the Local Government Act 1972).
- (c) the successful applicant will be required to sign a Declaration of Acceptance of Office
- (d) at the end of the meeting, arrangements will be made for the new Councillor to meet with the Clerk to deal with further administrative matters

RECOMMENDATION

That the Casual Vacancy is filled

Members are asked to consider the drawing up of a formal Co-Option procedure to be incorporated into a stand-alone Council Policy.

RECOMMENDATION

Members' views are sought

8. 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.

9. CHAIRMAN'S ANNOUNCEMENTS

(a) Holbrook Tythe Barn

Members are advised that at the time of writing the Report, the internal works on the refurbishment of the 'west wing' of the Barn are almost complete.

Staff are pleased with the progress with the Project so far and the relationships that have been forged with the contractors. The next part of the project will be the refurbishment of the Multi Courts.

Again, the invitation is extended to all Councillors to contact the Clerk or the Premises Manager for a guided tour of the new facility.

(b) Harwood Road Allotments

Members are, no doubt, aware that the Allotment site at Harwood Road is subject to a five year lease to the Parish Council from West Sussex County Council (WSCC). The current lease expires on 31st March 2014 and was at a cost of £200 per annum.

A further five year lease has been negotiated at a cost of £250 per annum (rather than £300) and has been signed by the Clerk, as the Proper Officer. Members are asked to note that this is not a cost that is borne by the Council itself, but by the Harwood Road Allotments Association.

RECOMMENDATION

Members are asked to note the Chairman's Announcements

10. DEVELOPMENT NORTH OF THE A264 – ALTERNATIVE PROPOSAL

Members have previously been circulated with the Alternative Strategy – Planning Report for the Council meeting on 11th February 2014. Members are reminded of the Council's Resolution from that meeting –

IT WAS RESOLVED

- (a) That the Chairman of Council, the Parish Clerk and two other Parish Councillors meet with others to consider a joint Alternative Strategy Report
- (b) That amendments be made to the Parish Council's draft Alternative Strategy Report as appropriate, prior to any additional meeting, to enable full consideration
- (c) A further meeting prior to 20th March 2014 be convened, if necessary

The current situation is as follows –

- (i) the observations of a Horsham District Council (HDC) Planning Officer regarding the Alternative Strategy have been received and this document is enclosed for Members' information
- (ii) The meeting (described in part (a) of the above Resolution has not yet taken place
- (iii) The Alternative Strategy – Planning Report is still being developed, mainly to incorporate (i) above

Councillor Torn will be able to assist Members further at the meeting.

RECOMMENDATION

Members are asked to note the Report

11. ANNUAL MEETING OF ELECTORS OF THE PARISH

This statutory meeting is to be held on Monday 28th April 2014 at 7.30pm at North Heath Hall. The Police are the Council's chosen speakers for the evening and arrangements are in hand.

RECOMMENDATION

Members are asked to note this section of the Report

12. 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

13. APPROVAL OF ACCOUNTS

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

RECOMMENDATION

That the payment of accounts is approved

14. DATE OF NEXT COUNCIL MEETING

Thursday 20th March 2014 – Annual Meeting of Council

15. 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

Sue Kemp – Parish Clerk
13th March 2014