

3rd June 2016

NOTICE OF A MEETING OF THE PROPERTY COMMITTEE

Councillors are respectfully summoned to attend a meeting of North Horsham Parish Council Property Committee to be held on **Thursday 9th June 2016 at 7.30pm at Roffey Millennium Hall** for the transaction of the business on the agenda below.

Vivien Edwards
Deputy Clerk

Committee Members

Cllr Britten, Cllr Mrs K. Burgess, Cllr Knight, Cllr Millington, Cllr Searle, Cllr Torn
Cllr R. Wilton

AGENDA

1. **To appoint a Chairman to the Committee for the forthcoming year**
2. **To appoint a Vice Chairman to the Committee for the forthcoming year**
3. **Public Forum**
The Public Forum will last for a period of up to 15 minutes during which members of the public may put questions to the Council or draw attention to relevant matters relating to the business on the agenda. Each speaker is limited to 3 minutes. The business of the meeting will start immediately following the public forum or at 7.45pm whichever is the earlier.
4. **To receive apologies for absence**
5. **To approve and sign the Minutes of the Meeting held on 7th April 2016**
6. **To receive any Declarations of Interest from Members of the Committee**
7. **Chairman's Announcements**
8. **To note Monitoring of the Committee Budget**
9. **To note completed works:**
 - (a) **Roffey Millennium Hall**
 - (i) Replacement Air Conditioning Unit – Members Room
 - (b) **Holbrook Tythe Barn**
 - (i) New Water Heater – Disabled WC

- (c) All Community Venues**
 - (i) Boiler Servicing Contract
 - (ii) 24/7 Keyholder Contract
 - (d) Amberley Close Paly Area**
 - (i) Cone Climber repaired
 - (e) Other Locations**
 - (i) Birdmouth fencing installed – Downsview Road
 - (ii) Earles Meadow – damaged manhole cover replaced
 - (f) Tree Works**
 - (i) Storm damaged Fir tree – Holbrook Tythe Barn
 - (ii) Amberley Close – overhanging tree, remedial work completed
- 10. To note on-going works:**
- (a) Holbrook Tythe Barn**
 - (i) New Patio Doors and surrounds
 - (ii) New Kitchen Window
 - (iii) Flower and shrub beds work and ongoing maintenance
 - (iv) Safety Markings/Signs for Car Park
 - (b) North Heath Hall**
 - (i) Conversion to mains water supply
 - (ii) Replacement water heater (Room 15/16)
 - (c) Multi Courts**
 - (i) Minor groundworks at entrance to Multi Courts
 - (d) Other Locations**
 - (i) Tree works – end of Brushwood Road
 - (ii) Replacement bollard – Roffey Corner
- 11. To consider the following work:**
- (i) Hollbrook Tythe Barn - New back door and store door
- 12. To consider Tree Works at various locations:**
- (i) Oak Close
 - (ii) Heather Close
 - (iii) Whitehorse Road
- 13. To note works deferred until post 30th June 2016:**
- (i) Provision of additional fencing at the Multi Courts
 - (ii) Re-design of the Parish Office
 - (iii) Flooding issues at Earles Meadow
 - (iv) Footpath between Earles Meadow and Amberley Close
- 14. To consider comments received from residents about the fencing at Downsview Road**
- 15. To consider replacing the Parish Council Van**
- 16. Date of next meeting – Thursday 28th July 2016 (scheduled)**