

22nd July 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 28th July 2016 at 7.30pm at Roffey Millennium Hall** for the transaction of the business on the agenda below.

Vivien Edwards
Deputy Clerk to the Council

Committee Members

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

AGENDA

1. 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.

2. To receive apologies for absence

3. To approve and sign the Minutes of the Meeting held on 9th June 2016

4. To receive any Declarations of Interest from Members of the Committee

5. Chairman's Announcements

6. To note Monitoring of the Committee Budget

7. To discuss renewal of the current Multi Courts Maintenance Contract

8. To consider RoSPA training for members of staff

9. To note that DBS Checks will be carried out where appropriate

10. To consider installation of a Defibrillator at the Millennium Hall

- 11. To consider issues relating to Earles Meadow**
 - (a) Annual Meadows Cut**
Review current arrangements
 - (b) Earles Meadow Management Plan – August 2015**

- 12. To note completed works:**
 - (a) Roffey Millennium Hall**
 - (i) Lift Maintenance
 - (ii) Partition Maintenance and Repair
 - (b) All Buildings**
 - (i) Fire extinguishers serviced
 - (c) Play Areas**
Minor remedial works as identified by RoSPA
 - (d) Other Locations**
 - (i) Tree works at Oak Close
 - (ii) Replacement bollard at Roffey Corner

- 13. To note on-going works:**
 - (a) Holbrook Tythe Barn**
 - (i) New Patio Doors and surrounds, new kitchen window and new external doors
 - (ii) Fence off and clear beds of ivy and shrubs at the front of the car park
 - (b) North Heath Hall**
 - (i) Conversion to mains water supply
 - (ii) Paint soffit and fascia boards. Wash and paint stone border
 - (iii) Paint contrasting coloured line along the edge of concrete steps leading to outside areas
 - (c) All buildings**
 - (i) Intruder and fire alarms to be serviced
 - (d) Play areas**
 - (i) Repairs to equipment
 - (ii) Wet pour at Birches Road playground

- 14. To consider Tree Works at various locations:**
 - (i) Whitehorse Road
 - (i) Rowlands Road

- 15. To consider the following work:**
 - (a)** North Heath Hall – urgent drainage works
 - (b)** Tythe Barn – safety and access considerations in the parking areas
 - (c)** Open Spaces – fencing/trees to prevent vehicular access
 - (d)** Bus Shelter – Rusper Road

- 16. Naturalised Planting at Riverside Walk adjacent to North Heath Hall**

- 17. Replacement Van for the Parish Council**

- 18. Date of next meeting – Thursday 13th October 2016 (scheduled)**