



North Horsham Parish Council

Roffey Millennium Hall,
Crawley Road, Horsham,
West Sussex, RH12 4DT

Tel: 01403 750786 (Office & Hall Bookings)
Roffey Millennium Hall, North Heath Hall
HolbrookTythe Barn

Email: parish.clerk@northhorsham-pc.gov.uk

Website: www.northhorsham-pc.gov.uk

10th March 2017

NOTICE OF A MEETING OF THE PARISH COUNCIL

Councillors are respectfully summoned to attend a meeting of North Horsham Parish Council to be held on **Thursday 16th March 2017 at 7.30pm** at Roffey Millennium Hall for the transaction of the business on the agenda below.

Members of the Press and public are welcome to attend.

Pauline Whitehead BA(Hons) FILCM
Clerk to the Council

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. Business of the meeting will start immediately following the public forum or at 7.45pm whichever is the earlier.
2. **Apologies for absence.**
Recommendation:- To receive apologies for absence.
3. **Minutes.**
Recommendation:- To approve and sign the Minutes of the Council Meeting held on 6th January 2017.
4. **Declarations of Interest.**
See Clerk's Report.
Recommendation:- To receive any Declarations of Interest from Members of the Council.
5. **Committees and Working Parties.**
Minutes circulated separately.
Recommendations:-
 1. **To receive and adopt the Minutes of -**
 - (a) **Personnel Committee – 16th February 2017.**
 - (b) **Property Committee - 2nd February 2017.**
 - (c) **Planning, Environment and Transport Committee – 12th January 2017, 9th February 2017 and 2nd March 2017.**
 - (d) **Finance and Administration Committee – 23rd February 2017.**
 2. **To receive the notes of the Development North of Horsham Working Party – 11th January 2017 (attached).**

6. **Reports from Representatives on Outside Bodies.**
Recommendation:- To receive and note reports from representatives on outside bodies.
7. **Reports from District or County Councillors**
Recommendation:- To receive any report submitted.
8. **Chairman's Announcements.**
See Clerk's Report.
Recommendation:- To receive the Chairman's announcements.
9. **Planning Application DC/16/1677 – Development North of Horsham**
See Clerk's Report
Recommendation:- To note that the Parish Council is seeking quotations to engage Transport Planning Consultants to undertake a critique of the amended Transport Assessment in DC/16/1677 and to comment on the broader transport proposals including the proposed railway station with specific emphasis on the A264 through North Horsham Parish and its ability to cope.
10. **Financial Matters.**
See Clerk's Report and attached.
Financial Report to 28th February 2017.
Expenditure list to 28th February 2017.
Risk Management Scheme
Asset Register
- Recommendations:-**
1. To agree the Financial Report to 28th February 2017.
 2. To agree the expenditure list to 28th February 2017.
 3. To agree the Risk Management Scheme and Asset Register to 31st March 2017.
 4. To agree the actions resulting from the Risk Management Scheme to 31st March 2017.
11. **Calendar of Meetings**
See Clerk's Report and attached.
Recommendations:-
1. To put forward any changes to the Calendar of Meetings for 2017/18 in readiness for adoption at the Annual Parish Council Meeting in May 2017.
 2. To agree the following meetings to May 2017 not included in the 2016/17 calendar:-
27th April 2017 – Finance and Administration Committee
4th May 2017 – Planning, Environment and Transport Committee
11th May 2017 – Annual Meeting of the Parish Council.
12. **Neighbourhood Plan**
See Clerk's Report and attached.
Recommendation:- To agree one of the following options:-
- a) Not to do a Neighbourhood Plan and review in six months time.
 - b) To undertake a Neighbourhood Plan which includes site allocations, local green spaces and housing design.
 - c) To undertake a Neighbourhood Plan which covers local green spaces and housing design only.

- 13. Neighbourhood Wardens**
Put forward by Cllr Alan Britten. See Clerk's Report.
Recommendation:- To consider if the Council wishes to explore having Neighbourhood Wardens in the future.
- 14. Consultations**
See Clerk's Report.
(a) **Boundary changes**
(b) **Visitor Strategy**
Recommendation:- to agree responses to the consultations above.
- 15. Policies**
Investment Policy - recommended by the Finance and Administration Committee.
As part of the Risk Management Scheme - Fire Safety Policy –
Health and Safety Statement of General Policy - Legionella Control Policy.
See attached.
Recommendation:- To adopt the above policies
- 16. Correspondence**
See attached.
Recommendation:- To receive correspondence lists from 6th January 2017 to 16th March 2017.
- 17. Date of next Meeting**
Recommendation :- If agreed at item 11 to note that the next meeting is the Annual Parish Council Meeting to be held on Thursday 11th May 2017.

Please note that the agenda and associated report can be found on the Parish Council website <http://www.northhorsham-pc.gov.uk/>