



North Horsham Parish Council

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4th January 2018

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 11th January 2018 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) FSLCC
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 2nd November 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) **Property Committee - 7th December 2017.**
 - (b) **Planning, Environment and Transport Committees –26th October 2017, 23rd November 2017 and 21st December 2017.**
 - (c) **Finance and Administration Committee – 14th December 2017.**
 - (d) **Year of Culture 2019 working party meetings – 10th October 2017 and 31st October 2017.**
6. **Report from the Neighbourhood Plan Steering Group (NPSG)**
Meeting notes circulated separately.
Recommendations:-

1. To receive the notes of the meetings held on 22nd November 2017 and 12th December 2017.
2. To recruit more members of the Council to the NPSG.

7. Reports from Representatives on Outside Bodies.

The New Friends of Horsham Park, a campaigning group, has requested representation from the Parish Council at their meetings.

Recommendations:-

1. To receive and note reports from representatives on outside bodies.
2. To decline the offer of representation on the New Friends of Horsham Park as advised, but to agree that the Clerk receives and circulates information.

8. Reports from District or County Councillors

Recommendation:- To receive any report submitted.

9. Chairman's Announcements.

See Clerk's Report.

Recommendation:- To receive the Chairman's announcements.

10. Financial Matters. – See Annex A

See Clerk's Report.

1. Payment schedule for November 2017 and December 2017.
2. Precept application.
3. Business Plan

Recommendations:-

1. To agree the payment schedule for November 2017 and December 2017.
2. To submit a precept application to Horsham District Council (HDC).
3. Following recommendation from the Finance and Administration Committee, to adopt the latest version of the Business Plan with updated financial forecasts(v5)

11. Year of Culture 2019

Recommendation:- To consider facilitating two projects to link North Horsham with the Horsham District Year of Culture 2019 and the resources required.

- (a) To agree to explore the staging of a two day pageant celebrating Chennells Brook, Horsham's only listed Ancient Monument and to submit an application in the second round of funding to HDC for £10,000 for which the working party will provide the detail.
- (b) To consider staging a six week photographic exhibition entitled ' North Horsham Now and Then' at Roffey Millennium Hall in 2019 using equipment and resources already available or available free of charge, providing it doesn't interfere with the ability to hire out the rooms involved.
- (c) To stage a photographic competition and seek sponsorship for the prizes.

12. Holbrook and Roffey Friendship Groups

Recommendations:-

- (1) To consider changing the name of the Roffey Friendship Club to North Horsham Friendship Club.
- (2) To increase the numbers who attend Roffey Millennium Hall in the first instance and encourage interested residents from Holbrook to attend the Friendship Club at Roffey Millennium Hall.
- (3) To hold the Friendship Club at North Heath Hall from time to time, subject to availability of the Hall.

13. Hospital Transport

Recommendation:- To form a small working party to work with Age UK Horsham District and other organisations to look at issues highlighted in the report “Horsham District Older Peoples’ Insight into Hospital Admissions” available at <http://www.healthwatchwestsussex.co.uk/wp-content/uploads/2017/10/Horsham-District-Insight-on-Hospital-Admissions-Report-October-2017-1.2-published.pdf>.

14. Crime in North Horsham

Recommendations:-

- (1) To seek crime statistics for North Horsham.
- (2) To follow up any concerns with the relevant authorities.

15. Community Wardens

Recommendation:- Not to take up the Community Warden Scheme for North Horsham.

16. Godwin Way Car Park

Recommendation:- To consider proposals from HDC (if available).

17. Policies – See Annex B

Statement of Intent as to Community Engagement
Training and Development Policy.
Corporate Branding Policy
Freedom of Information Publication Scheme

Recommendation:- To adopt the policies above.

18. General Data Protection Regulations (GDPR)

Recommendation:- To appoint a working party to consider the options regarding GDPR for North Horsham Parish Council and to bring back recommendations to the Council.

19. Correspondence – See Annex C

See attached.

Recommendation:- To receive correspondence lists from 3rd November 2017 to 11th January 2018.

20. Date of next Meeting

8th March 2018 (Scheduled)

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