



North Horsham Parish Council

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12th October 2018

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 18th October 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 the meeting.

Vivien Edwards
Deputy Clerk

Committee Members:

Cllr K. Burgess, Cllr J Davidson, Cllr R Ginn, Cllr R Knight, Cllr D Searle, Cllr J Smithurst, Cllr S Torn

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. Apologies for absence**
Recommendation: To receive apologies for absence.
- 3. Minutes**
Recommendation: To approve and sign the Minutes of the Meeting held on 16th August 2018.
- 4. Declarations of Interest**
Recommendation: To receive any Declarations of Interest from Members of the Committee.
- 5. Chairman's Announcements**
Recommendation: To note any announcements.

6. **Finance**
See Appendix A
Recommendations:
 - a) **To note the Committee Budget to 30th September 2018**
 - b) **To put forward a forecast for 2018/19 and budget for 2019/20**
 - c) **To consider potential projects for 2019/20.**

7. **Completed works**
See Committee Report
Recommendation: To note completed works.

8. **On-going works**
See Committee Report
Recommendation: To note on-going works.

9. **Tree Work**
See Committee Report and Appendix B
 - a) Trees along eastern border of Holbrook Tythe Barn
 - b) Trees in front of two properties in Earles Meadow**Recommendation: To consider the quotations for the tree works listed above.**

10. **Street Lights**
See Committee Report and Appendix C
Recommendation:
 - a) **To agree the list of street lights owned by North Horsham Parish Council**
 - b) **To consider what action to take regarding the street light in the drying area of Finnes Court**
 - c) **To consider painting and renumbering all the street lights**
 - d) **To consider converting the 16 existing 35W Sox lamps to SL8 LED lanterns.**

11. **Bus Shelter Maintenance**
See Committee Report
Recommendation: To agree to carry out repairs on the bus shelters as required and repaint the shelters at the junction of North Heath Lane and Blenheim Road and North Heath Lane and Heath Way.

12. **Holbrook Tythe Barn Play Area**
See Committee Report
Recommendation: To agree to the Zip Wire being repaired.

13. **Earles Meadow – Amberley Road Watercourse/Culvert**
See Committee Report
Recommendation:
To consider if action should be taken to clear the undergrowth around the watercourse/culvert between Earles Meadow and Amberley Road.

14. **Grounds Maintenance Contract**
See Committee Report.

Recommendation:

- a) To note that the current contract for grounds maintenance work comes to an end on 31st October 2018 (subject to confirmation).
- b) To agree that any ground maintenance work required between 31.10.18 and 28.02.19 will be carried out as required on an ad hoc basis.

- 15. **Policy and Conditions of Hire in Relation to Council Owned Premises**
Recommendation: To approve inserting the following sentence under clause 16: Small non-constituted groups that meet as a group of friends to enjoy activities of mutual interest will be covered by the Parish Council's Public Liability Insurance.
- 16. **Policy and Conditions of Hire in Relation to Multi Courts**
Recommendation: To approve, where appropriate, bringing the document in line with that relating to Parish Council Owned Premises.
- 17. **Metal Detecting**
Recommendation:
 - a) To consider a request from a member of the public to carry out metal detecting on land owned by the Parish Council.
 - b) To approve amending the Open Spaces Policy to incorporate a clause about metal detecting.
- 18. **Winter Maintenance Plan.**
See Appendix D
Recommendation: To agree the 2018/19 Winter Maintenance Plan.
- 19. **Date of next meeting**
Recommendation: To note the next meeting to be held on Thursday 6th December 2018.