



North Horsham Parish Council

Roffey Millennium Hall,
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Roffey Millennium Hall, North Heath Hall
Holbrook Tythe Barn

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7th June 2019

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 13th June 2019 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 Mahon, Cllr R Millington, Cllr S Torn

AGENDA

- 1. To elect a Chairman**
Recommendation: To nominate and elect a Chairman.
- 2. To elect a Vice Chairman**
Recommendation: To nominate and elect a Vice Chairman.
- 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. Apologies for absence**
Recommendation: To receive apologies for absence.
- 5. Minutes**
Recommendation: To approve and sign the Minutes of the Meeting held on 11th April 2019.
- 6. Declarations of Interest**
Recommendation: To receive any Declarations of Interest from Members of the Committee.
- 7. Chairman's Announcements**
Recommendation: To note any announcements.
- 8. Finance**
See Appendix A
Recommendation: To note the Committee Budget to 31st May 2019.

9. **Completed works**
See Committee Report
Recommendation: To note completed works.
10. **On-going works**
See Committee Report
Recommendation: To note on-going works.
11. **Appoint a representative to the Community Infrastructure Levi (CIL) Working Party**
See Committee Report
Recommendation: To appoint a member of the Property Committee to the Levi (CIL) Working Party.
12. **Banner at North Heath Hall**
See Committee Report
Recommendation: To allow a small banner on the side hedge at North Heath Hall.
13. **Holbrook Tythe Barn Open Space**
See Committee Report and Appendix B
Recommendation: To consider providing additional equipment at Holbrook Tythe Barn and if appropriate put a project forward for consideration to the Community Infrastructure Levi (CIL) Working Party.
14. **S106 application**
See Committee Report
Recommendation: To agree putting in an application for s106 money to provide additional tables, table trollies and a cycle stand at Roffey Millennium Hall.
15. **Open Spaces Policy**
See Committee Report
Recommendation: To agree that the Open Spaces Policy is next reviewed by the Property Committee in April 2020 and put to the Full Council in May 2020. It should then be reviewed every two years.
16. **Winter Maintenance Plan.**
See Appendix C
Recommendation: To agree the 2019/20 Winter Maintenance Plan.
17. **Tree Management**
(If the report is not received in time, this agenda item will be deferred until the next meeting)
See Committee Report and Appendix D
Recommendation: To consider the tree assessment report and management plan for trees on Parish Council owned land.
18. **Date of next meeting**
Recommendation:
To note the next meeting to be held on Thursday 1st August 2019.