



# North Horsham Parish Council

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31<sup>st</sup> August 2023

## **NOTICE OF A MEETING OF THE PARISH COUNCIL**

Councillors are respectfully summoned to attend a Meeting of North Horsham Parish Council on **Thursday 7<sup>th</sup> September 2023 commencing at 7.30pm** at Roffey Millennium Hall, Crawley Road, Horsham for the transaction of the business on the agenda below.

*Sarah Norman*

Sarah Norman  
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**

**Decision: To receive apologies for absence**

**3. Declarations of Interest**

See Clerk's report

Any changes in interests should be reported to the Clerk as soon as possible

**Decision: To receive any Declarations of Interest from Members of the Council**

**4. Minutes**

Circulated separately and on the Parish Council website

**Decision: To approve and sign the Minutes of the Council Meeting held on 6<sup>th</sup> July 2023**

**5. Decisions made by delegated power since 6<sup>th</sup> July 2023 for ratification**

See Clerk's report

**Decision : To ratify any decisions made**

**6. Committees and Working Parties**

Minutes circulated separately and, on the website.

**6.1 To receive and adopt the Minutes of the Finance & Administration Committee Meeting held 17<sup>th</sup> August 2023**

**6.2 To receive and adopt the Minutes of the Planning, Environment and Transport Committee Meetings held on 20<sup>th</sup> July and 24<sup>th</sup> August 2023**

**6.3 To receive and adopt the Minutes of the Property Committee Meeting held 3<sup>rd</sup> August 2023 including consideration of the following recommendation:**

**i. To receive and approve the updated Health & Safety Risk Assessment Document (Min. PR/033/23 refers)**

**6.4 To note that the Personnel Committee Meeting scheduled for 27<sup>th</sup> July 2023 had been cancelled due to lack of business**

**7. Reports from Representatives on Outside Bodies**

See Clerk's report

**Decision: To note information from representatives on outside bodies**

**8. Reports from District or County Councillors**

**Decision: To receive any report**

**9. Report from the North Horsham Community Land Trust (NHCLT) link councillor**

The Chairman of the NHCLT may wish to give an update

**Decision: To receive an update**

**10. Chairman's Announcements**

**Decision: To note any Chairman's announcements**

**11. Financial Matters**

See Clerk's report

**i. Financial Report to 31<sup>st</sup> July 2023**

**ii. Payment lists for June and July 2023**

**Decisions :**

**i. To note the Financial Report to 31<sup>st</sup> July 2023**

**ii. To agree the payment lists for June and July 2023**

**12. Neighbourhood Wardens**

See Clerk's report

**Decision: To consider further investigations for the provision of Neighbourhood Wardens in North Horsham Parish**

**13. CIL Working Party Meeting**

See Clerk's report

To receive the Notes of the Meeting held 5<sup>th</sup> July 2023 and consider any recommendations.

**Decision : To consider and approve if acceptable, recommendations from the CIL Working Party**

**14. Health Services Provision**

See Clerk's Report

**Decision : To agree any action**

**15. Business Plan Review**

**Decision : To agree a brief for a draft of the reviewed Business Plan**

**16. Roffey Regeneration**

**Decision: To receive the update regarding any potential regeneration in Roffey**

**17. Correspondence**

See Clerk's Report

**Decision: To receive correspondence lists from 7<sup>th</sup> July to 6<sup>th</sup> September 2023**

**18. Date of next Meeting**

2<sup>nd</sup> November 2023 (Scheduled)

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