

**NORTH HORSHAM PARISH COUNCIL
PARISH COUNCIL MEETING - THURSDAY 7th SEPTEMBER 2023 AT 7.30pm**

**CLERK'S REPORT
To be read in conjunction with the Agenda**

1. Public Forum.

Members of the public are invited to put questions or draw relevant matters to the Council's attention, prior to the commencement of business. This is for a period of up to 15 minutes and shall be limited to 3 minutes per person.

2. Apologies for Absence.

Apologies and reasons for absence to be given to the Clerk.

Decision : To note apologies for absence.

3. Declarations of Interest.

Members are advised to consider the Agenda for the meeting and determine in advance if they may have a **Personal, Disclosable Pecuniary or Other Registrable Interest** in any of the Agenda items. If a Member decides they do have a declarable interest, they are reminded that the interest and the nature of the interest must be declared at the commencement of the consideration of the Agenda item; or when the interest becomes apparent to them. Details of the interest will be minuted.

If the interest is a **Disclosable Pecuniary Interest**, Members are reminded that they must take no part in the discussions of the item at all; or participate in any voting; and must withdraw from the meeting chamber, unless they have received a dispensation.

Where you have an **Other Registrable Interest** (which is not a Disclosable Pecuniary Interest), Members are reminded that they must withdraw from the meeting chamber after making representations or asking questions.

5. Decisions made by delegated power since 6th July 2023 for ratification.

Due to a deadline of 14 days for comment, it was necessary to consider amended plans for DC/23/0354 & DC/23/1009 under the Delegated Decision process. When canvassed for their opinion by email, the Members of the PET Committee were advised that "No Objection" had been submitted to both of the original applications, and subsequently a majority of those that responded by the deadline maintained a position of "No Objection". The Clerk therefore liaised with the Chairman of the Council, Chairman of the Finance & Administration Committee and Chairman of the PET Committee and subsequently agreed that no additional comment was necessary on either application.

Decision : To ratify any decisions made.

7. Reports from Representatives on Outside Bodies

Members are asked to note that Cllr. Wilton has attended the following meeting :-

- i) Meeting with HDC and Residents 27th July to discuss plans for the Roffey Rec - copy of notes circulated to Members on the correspondence email dated 2nd August 2023
- ii) HALC AGM held 26th July 2023 - copy of Minutes circulated on the correspondence email dated 9th August 2023
- iii) HDC/HALC Meeting held 26th July 2023 - Minutes will be circulated to all when received

10. Chairman's Announcements.

As per the Clerk's email of 10th July and follow up email of 27th July, if Members have not already returned the completed revised Section H of the Register of Interests, please do so as a matter of urgency.

Members are advised that there have been no meetings of the North of Horsham Parish Liaison Group for almost 12 months as the Water Neutrality situation continues to put a stop to all further development at the site. The Liaison Group members were contacted in March 2023 with a written update and once again in June with some aerial photos of the development. The matter will be revisited in the autumn but with the continued moratorium on building, it is likely that there will be no meetings until 2024, or when a solution for the Water Neutrality issue is reached.

Cllr. Smithurst has advised the Clerk that he wishes to step down from the PET Committee. There will therefore now be two vacancies on this Committee and any Councillor wishing to join should advise the Clerk.

11. Financial Matters

i. Finance Report to show income, expenditure and reserves to 31st July 2023

Funding at 31st July 2023

Precept (half year)	182,673
Environmental Grant (half year).	5,873
Climate Change Grant	2,076
Total	190,622

Income to 31st July 2023

Cost Centre	Actual income	Annual Budget	Estimated income to 31 st July 2023*
Admin	7,211	200	67
Allotments**	982	995	995
North Heath Hall	22,541	71,000	23,667
Holbrook Tythe Barn	13,295	38,000	12,667
Multi Court Lettings	6,897	26,600	8,867
Roffey Millennium Hall	22,385	45,000	15,000
Total	73,311	181,795	61,263

Expenditure to 31st July 2023

Cost Centre	Actual Expenditure	Annual Budget	Estimated expenditure to 31 st July 2023*
Admin***	23,155	54,570	27,190
Grants	2,330	10,000	3,333
Burial ****	1,865	7,460	2,487
Personnel	102,988	349,650	116,550
Planning, Env, Trans	0	1,500	500
Allotments	331	1,560	520
Amenity Rec & Open Spaces	15,087	56,485	18,828
North Heath Hall	10,977	30,778	10,259
Holbrook Tythe Barn	8,100	28,095	9,365
Roffey Millennium Hall	12,500	42,840	14,280
Total	177,333	582,938	203,312

- * Total cost centre budget for 2022/23 divided by 4/12th.
- ** Allotment invoices are sent out annually. The full income is expected by the end of April.
- *** Includes, in Actual Expenditure, Annual Insurance Premium of £13,884 paid May 2023 and includes, in Estimated Expenditure, Full Year Budget for Insurance of £13,500
- **** Paid quarterly in Months 2,5,8 & 11

A detailed Income and Expenditure together with Payment Lists for June (£71,462.03) and July 2023 (£43,954.87) - also published on the Parish Council website - are attached as **Appendix 1a, 1b & 1c.**

Income

At the end of Month 4 of the 2023/24 year, revenue income continues to be higher than the anticipated by approx. 20% - equivalent to the position at the end of month 3.

Expenditure

Overall, expenditure remains at approx. 13% lower than would be expected at the end of the month, as it was at the end of month 3. It should be noted that the Personnel Budget is £13,562 (just under 12%) less than would be expected at this time of year. The reason for this is twofold; firstly, due to staff resignations resulting in periods of understaffing but also the annual pay award payable from 1st April 2023 has not yet been agreed and therefore not implemented.

Reserves

As at 31st July 2023 remaining funds, including the 1st half year precept payment received and General Reserves, stood at £308,132.

In addition, there are additional Earmarked Reserves of £274,333 - a reduction of £1,525 from the balance at the end of month 3, due to expenditure of £895 for works arising from the inspection of the partition wall at RMH and £630 for architect drawings for the proposed washroom works at NHH.

Summary

As mentioned above, there is £12,049 more revenue income than budgeted for at the end of month 4 together with £19,291 less revenue expenditure than anticipated.

Decision: To note the Financial Report to 31st July 2023 and the Payment Lists for June and July 2023.

12. Neighbourhood Wardens

As Members will recall, at the Annual Meeting of the Council held on 18th May, the recently elected District Councillors who were in attendance, relayed concerns raised with them by residents during the campaign trail about anti-social behaviour and other nuisances, and whether there were any plans for the Parish Council to revisit the provision of Neighbourhood Wardens. As a result, Members asked for a report to be made on this potential. The Clerk, therefore had a meeting with the Community Services Manager and the Neighbourhood Warden Supervisor at HDC to compile the following report.

The first thing to be noted when discussing the potential provision of Neighbourhood Wardens in North Horsham Parish is that they are in no way a substitution or replacement for either Police Officers or PCSOs. They are not an emergency or response team and will not be on shift 24 hours a day.

They will also not be able to act as parking wardens and issue parking tickets for traffic regulations violations such as parking on yellow lines; this is a specific power held by the enforcement team at HDC.

The Wardens' cornerstones are to Engage, Educate and Enforce and therefore, their roles are firmly based in supporting the community with :

- ★ Community Engagement
- ★ Community Cohesion
- ★ Community Resilience

Examples of ways the Wardens can help the community include :-

- Provide a reassuring, uniformed patrolling presence.
- Provide an efficient eyes and ears service aimed at reducing fear of crime and improving the quality of life.
- Deal with environmental crime issues, notably dog fouling and littering, and help to preserve the environment.
- Reduce incidents of criminal damage and antisocial behaviour by taking enforcement action where necessary, including issuing Fixed Penalty Notices (to over 18's), or referring to the police.
- Support the community by encouraging the establishment of activities for young people.
- Support vulnerable members of the community by preventing isolation.
- Offer advice on crime prevention and fire safety in the home.
- Work in partnership with other agencies to help benefit the community. Act as professional witnesses.

As a service, the Neighbourhood Warden team believe that prevention is better than cure and as a result, they spend time working to prevent issues by dealing with the long-term causes in partnership with other agencies rather than just addressing the symptoms after the fact.

The range of the issues that the Wardens get involved in is vast, but the following are a few specific examples of where the Wardens have made a tangible difference in their parishes across the District:

We had a very vulnerable YP attend our boxing club. It has helped them turn their lives around to stop them getting involved in ASB in the community.

A resident came up told me how much he appreciated our patrols in their car park of the flats. They had a group of youths hanging around in the sheltered area of the car park, smoking cannabis and sitting on cars on a regular basis. This has now improved dramatically as we patrol this area on a regular basis after being advised of this problem.

Wardens have contacted parents of known young people coming to their attention to invite them to a group session to discuss their concerns. This has been well received and opened a conversation between the parents involved to better support their children.

Wardens have successfully worked with their parish council to implement a Community Highways Scheme to tackle poor parking and gridlock at a particular junior school. This is by way of asking for restricted parking at peak times and will alleviate the issues.

Wardens have successfully set up a walking bus in response to gridlock around school during morning drop off. This involved engaging with the school, parents and volunteers to walk from a car park a five-minute walk away from the school in the mornings to allow parents to drop their children off in a safe environment avoid the school chaos. This reduced the vehicle usage around the school by 10% and congestion was reduced.

Wardens put on a dog behaviour event in a known hot spot for dog issues. Feedback from resident, "since these events have been put on the number of attacks has decreased."

An elderly resident that hadn't been seen for a while was contacted by the Wardens following a few enquiries. They discovered he had suffered a decline in his dementia, his personal care and ability to cope at home. The Wardens contacted the respective services to get him reviewed by his GP and adult social care has completed an assessment, so he is receiving the correct support now. Without this intervention he may not have been able to care for himself and could have potentially gone missing due to his dementia.

Due to North Horsham Parish's close proximity to the main Town, it has been reported that the Horsham Town Wardens have in the past been contacted by North Horsham residents seeking assistance. Whilst the Wardens have signposted them to other agencies that may be able to assist, they have been unable to take any direct action or intervention as this falls outside their area.

Horsham District Council is the only District Council in West Sussex that supports this type of provision of Neighbourhood Warden, clearly focused on the Community, and they do this by managing the recruitment, deployment and administration. Within the District, 7 Parish and 3 Neighbourhood Councils have taken advantage of the offer from HDC and include:

- Storrington & Sullington
- Pulborough
- Billingshurst
- Ashington
- Horsham Town (Denne, Trafalgar & Forest)
- Southwater
- Steyning, Bramber & Upper Beeding

All of these Councils have now been employing Wardens for at least 4 years, some more than 10 years, which may be viewed as a testament to their success.

The offer includes 2 wardens working between 25 and 37 hours a week each - it is dependent on the Parish as to how many hours they are contracted for. The shift patterns cover weekdays, weekends and evenings but as mentioned earlier, they are not a 24-hour emergency service. The costs include all salaries and oncosts, an allocation for a modest project budget and vehicle.

The current annual cost for the provision of 2 wardens, with a full-time working pattern as detailed above, would currently be projected as follows :

Year 1	£81,198
Year 2	£83,092
Year 3	£85,615

After the three years are completed, should the Council feel that the Wardens have not been good value for money, the arrangement may be terminated with no further costs and the precept reduced accordingly.

With the Parish Council's current tax base of 8819.3, this annual cost would equate to £9.21 per annum for a band D house in Year 1. Whilst this is less than the cost of three average coffees across an entire year, due to the low level of Parish Precept that NHPC currently charge, this would be an increase of 22% on the current Band D annual charge of £41.43 and would be in addition to any other increase necessary for budgetary inflation.

A copy of a current Neighbourhood Warden flyer for one of the Parishes will be circulated by email for Members' information.

If Members would like to pursue this initiative further, it is recommended to hold an informal session to meet some of the current Wardens in the District, and chat about their day-to-day activities, roles and ways in which they have helped their communities.

Following on from this, before formally considering the matter at a Council Meeting, it is suggested that the proposal is publicised across the Parish and feedback sought. This could be done by using Facebook, the Horsham Pages publication that is circulated to every home in the Parish and an article in the local press. Alternatively, Members could instruct that a consultation to every home be carried out by way of a flyer, but this would clearly be at a greater expense with an estimated cost of £1,500 to £2,000.

Decision : How do Members wish to proceed regarding the potential for North Horsham Neighbourhood Wardens

13. CIL Working Party Meeting

A meeting of the Working Party was held on 5th July 2023 and the Notes are attached as **Appendix 2**. As Members will read, there is a sum of £8,639.17 unallocated.

The Working Party has made two recommendations as follows :-

Defibrillators at North Heath Hall and Holbrook Tythe Barn	£1,610
Provision and installation of litter bin for Earles Meadow	£ 600

However, since the CIL Working Party Meeting, the Parish Council has been notified about the Community Automated External Defibrillators Fund (as notified to Members in the WSCC News Release circulated in the weekly email summary dated 23rd August 2023).

Members therefore may agree that an application for funding for the Defibrillator at North Heath Hall and Holbrook Tythe Barn be submitted to this fund and funding from the CIL reserves only be used if the applications are unsuccessful - in whole or part.

Decision : To consider and approve if acceptable, recommendations from the CIL Working Party including an application to the Community Automated External Defibrillators Fund for full/part funding.

14. Health Provision Services

At the last Meeting, Members requested that the issue of Health Service provision in the Parish be placed into the Agenda and any action considered.

Decision : To agree any action

15. Business Plan

A further session to consider a revised Business Plan is scheduled to be held on Monday 4th September - prior to this Council meeting - and the discussions at that session will be used as the basis for consideration of an agreed brief for a draft of the reviewed Business Plan.

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

16. Roffey Regeneration

As Members may recall, at the Annual Meeting of the Council held 18th May 2023, discussion took place regarding the potential regeneration of Roffey (Min. FC/15/23 refers) and the Clerk was asked to follow this up with HDC to ascertain if there was any update.

On reviewing the files, it was apparent that a similar exercise had been undertaken in 2018 and at that time, HDC had no current knowledge or plans for redevelopment/regeneration in this area. Furthermore, the most recent SHELAA assessments were completed in 2018 with the areas at the Star Pub (SA388) and Scrap Yard (SA387) identified but denoted as "Not Currently Developable".

Contact was made with the Director of Place at HDC who recalled the historic redevelopment proposals, that were not pursuable due to the different aspirations of the numerous landowners.

A subsequent email was received from HDC Strategic Planning (to be circulated via email) which confirms that there has been no change to the position in 2018 and that it is considered that the area is no longer actively being promoted for redevelopment. Finally, it is noted that there is not any intention to run an updated SHELAA exercise in advance of the forthcoming Regulation 19 stage of the Local Plan.

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

17. Correspondence

See **Appendix 3**, with the second list circulated separately at the meeting.

Decision: To receive correspondence lists from 7th July to 6th September 2023

08/08/2023

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Detailed Income & Expenditure by Budget Heading 31/07/2023

Month No: 4

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
101 Administration								
1008 Miscellaneous Income	23,072	2,076	0	(2,076)			0.0%	
1175 CIL Payment	11,805	0	0	0			0.0%	
1176 Precept	349,011	182,673	365,346	182,673			50.0%	
1196 Interest Received	1,860	7,211	200	(7,011)			3605.7%	
Administration :- Income	385,747	191,960	365,546	173,586			52.5%	0
4007 Councillors Training	65	33	1,000	967		967	3.3%	
4008 Councillors Expenses	6,347	1,705	7,000	5,295		5,295	24.4%	
4021 Telephone/Fax/Internet	3,406	927	3,200	2,273		2,273	29.0%	
4022 Postage	723	275	1,200	925		925	22.9%	
4023 Stationery and Printing	1,733	504	1,600	1,096		1,096	31.5%	
4024 Subscriptions	3,171	3,043	3,400	357		357	89.5%	
4025 Insurance	13,979	13,884	13,500	(384)		(384)	102.8%	
4028 IT Costs	2,527	1,795	2,800	1,005		1,005	64.1%	
4029 Website Maintenance	154	0	170	170		170	0.0%	
4032 Publicity/Marketing	0	0	500	500		500	0.0%	
4033 Newsletter	762	269	850	581		581	31.6%	
4038 Office Equipment Maint.	458	0	950	950		950	0.0%	
4051 Bank Charges	72	0	100	100		100	0.0%	
4053 PWLB Loan Charges	11,217	0	11,000	11,000		11,000	0.0%	
4057 External Audit Fees	1,300	(1,300)	1,400	2,700		2,700	(92.9%)	
4058 Professional Services	3,575	1,910	3,350	1,440		1,440	57.0%	
4059 Internal Audit Fees	349	(165)	450	615		615	(36.7%)	
4100 Chairman's Allowance	335	0	400	400		400	0.0%	
4120 Roffey Hall Equipment	674	275	700	425		425	39.3%	
4122 Office Equipment	493	0	1,000	1,000		1,000	0.0%	
Administration :- Indirect Expenditure	51,341	23,155	54,570	31,415	0	31,415	42.4%	0
Net Income over Expenditure	334,406	168,805	310,976	142,171				
6001 less Transfer to EMR	11,805	0						
Movement to/(from) Gen Reserve	322,601	168,805						
103 Grants								
4155 Other Grants and Donations	5,780	2,330	10,000	7,670		7,670	23.3%	
Grants :- Indirect Expenditure	5,780	2,330	10,000	7,670	0	7,670	23.3%	0
Net Expenditure	(5,780)	(2,330)	(10,000)	(7,670)				

Detailed Income & Expenditure by Budget Heading 31/07/2023

Month No: 4

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>104 Burial</u>								
4101 Burial Charges	7,461	1,865	7,460	5,595		5,595	25.0%	
Burial :- Indirect Expenditure	7,461	1,865	7,460	5,595	0	5,595	25.0%	0
Net Expenditure	(7,461)	(1,865)	(7,460)	(5,595)				
<u>106 Personnel</u>								
4001 Salaries/NI/Pensions	314,844	100,630	343,000	242,370		242,370	29.3%	
4002 Childcare Vouchers	1,282	0	0	0		0	0.0%	
4003 Payroll Admin Charge	870	0	1,400	1,400		1,400	0.0%	
4009 Staff Expenses/Mileage	3,653	2,041	3,000	959		959	68.0%	
4010 Staff Training	1,460	60	1,600	1,540		1,540	3.8%	
4030 Recruitment Advertising	291	181	250	69		69	72.4%	
4067 Protective Clothing	381	76	400	324		324	19.1%	
Personnel :- Indirect Expenditure	322,782	102,988	349,650	246,662	0	246,662	29.5%	0
Net Expenditure	(322,782)	(102,988)	(349,650)	(246,662)				
<u>201 Planning, Env & Transport</u>								
4305 Planning Consultant Fees	0	0	1,500	1,500		1,500	0.0%	
Planning, Env & Transport :- Indirect Expenditure	0	0	1,500	1,500	0	1,500	0.0%	0
Net Expenditure	0	0	(1,500)	(1,500)				
<u>301 Allotments</u>								
1050 Allotment Rents	983	982	995	13			98.7%	
Allotments :- Income	983	982	995	13			98.7%	0
4012 Water Rates	71	180	100	(80)		(80)	180.0%	
4102 Allotment Rent	275	0	275	275		275	0.0%	
4200 Grass cutting	554	151	765	615		615	19.7%	
4259 Allotment Maintenance	50	0	420	420		420	0.0%	
Allotments :- Indirect Expenditure	950	331	1,560	1,230	0	1,230	21.2%	0
Net Income over Expenditure	33	652	(565)	(1,217)				
<u>302 Amenity, Recs & Open Sp</u>								
1100 Grants Received	10,677	5,873	10,678	4,805			55.0%	
Amenity, Recs & Open Sp :- Income	10,677	5,873	10,678	4,805			55.0%	0
4019 Window Cleaning	738	340	1,000	660		660	34.0%	
4200 Grass cutting	11,293	6,870	21,250	14,380		14,380	32.3%	

Detailed Income & Expenditure by Budget Heading 31/07/2023

Month No: 4

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4250 Bus Shelter Repairs	1,286	965	1,850	886		886	52.1%	
4251 Play Area & M Crts Maint	7,251	1,786	7,875	6,089	476	5,613	28.7%	
4252 Open Spaces	6,032	1,300	10,500	9,200		9,200	12.4%	
4253 Litter Warden/Clearance	486	214	945	731		731	22.7%	
4254 Community Services - Dog Bins	2,780	708	2,415	1,707		1,707	29.3%	
4255 Street Lighting - Maint/Supply	2,743	1,562	5,500	3,938		3,938	28.4%	
4258 Multicourts Maintenance	3,720	1,240	3,750	2,510		2,510	33.1%	
4260 Workshop	49	0	500	500		500	0.0%	
4302 Notice Board Maintenance	321	102	900	798		798	11.3%	
Amenity, Recs & Open Sp :- Indirect Expenditure	36,698	15,087	56,485	41,398	476	40,922	27.6%	0
Net Income over Expenditure	(26,020)	(9,215)	(45,807)	(36,592)				
6001 less Transfer to EMR	996	0						
Movement to/(from) Gen Reserve	(27,016)	(9,215)						
<u>401 North Heath Hall</u>								
1000 Hall Lettings	64,492	22,541	71,000	48,459			31.7%	
North Heath Hall :- Income	64,492	22,541	71,000	48,459			31.7%	0
4011 NNDR	6,487	1,951	7,350	5,399		5,399	26.5%	
4012 Water Rates	826	198	975	777		777	20.3%	
4014 Electricity	2,543	746	2,900	2,154		2,154	25.7%	
4015 Gas	5,074	1,451	2,690	1,239		1,239	53.9%	
4016 Cleaning Materials	860	464	1,470	1,006		1,006	31.6%	
4017 Refuse Bin Clearance	973	302	882	580		580	34.3%	
4018 Sanitary Waste	118	74	336	262		262	21.9%	
4019 Window Cleaning	590	272	735	463		463	37.0%	
4034 Maintenance - Electrical	2,100	483	1,575	1,092		1,092	30.7%	
4035 Maintenance - Elect Eqp Insp	600	640	580	(60)		(60)	110.3%	
4036 Maintenance - General	2,245	994	2,100	1,106	330	776	63.0%	
4037 Maintenance - Fire Alarm Syst	420	0	615	615		615	0.0%	
4039 Maint - Intruder Alarm	1,070	375	1,000	625		625	37.5%	
4041 Maintenance - Fire Extg Insp	47	0	170	170		170	0.0%	
4042 Maintenance - Gas Boiler etc	274	430	685	255		255	62.7%	
4044 Maintenance - Partition Wall	348	348	840	493		493	41.4%	
4061 Legionella Testing	525	0	385	385		385	0.0%	
4063 Maintenance - Plumbing	406	95	685	590		590	13.9%	
4065 Fire Prevention Sundries	0	0	105	105		105	0.0%	
4066 Keyholder Services	180	60	200	140		140	30.0%	
4500 Internal Redecorations	0	2,095	4,500	2,405		2,405	46.6%	
North Heath Hall :- Indirect Expenditure	25,685	10,977	30,778	19,801	330	19,471	36.7%	0
Net Income over Expenditure	38,807	11,564	40,222	28,658				
6001 less Transfer to EMR	1,550	0						

Detailed Income & Expenditure by Budget Heading 31/07/2023

Month No: 4

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Movement to/(from) Gen Reserve	37,257	11,564						
402 Holbrook Recreation Centre								
1000 Hall Lettings	36,771	13,295	38,000	24,705			35.0%	
1010 Multi Court Lettings	21,991	6,897	26,600	19,703			25.9%	
Holbrook Recreation Centre :- Income	58,761	20,192	64,600	44,408			31.3%	0
4011 NNDR	3,543	1,165	4,200	3,035		3,035	27.7%	
4012 Water Rates	838	555	1,315	760		760	42.2%	
4014 Electricity	3,792	980	3,415	2,435		2,435	28.7%	
4015 Gas	1,289	311	1,575	1,264		1,264	19.7%	
4016 Cleaning Materials	1,303	363	1,470	1,107		1,107	24.7%	
4017 Refuse Bin Clearance	825	302	885	583		583	34.1%	
4018 Sanitary Waste	118	74	255	181		181	28.8%	
4019 Window Cleaning	258	119	475	356		356	25.1%	
4034 Maintenance - Electrical	339	331	5,155	4,824	2,076	2,748	46.7%	
4035 Maintenance - Elect Eqp Insp	600	1,882	2,065	183		183	91.1%	
4036 Maintenance - General	2,101	305	1,995	1,690	330	1,360	31.8%	
4037 Maintenance - Fire Alarm Syst	747	0	630	630		630	0.0%	
4039 Maint - Intruder Alarm	932	375	1,000	625		625	37.5%	
4041 Maintenance - Fire Extg Insp	64	0	170	170		170	0.0%	
4042 Maintenance - Gas Boiler etc	751	199	525	326		326	37.8%	
4061 Legionella Testing	480	0	370	370		370	0.0%	
4063 Maintenance - Plumbing	455	80	765	685		685	10.5%	
4065 Fire Prevention Sundries	665	0	630	630		630	0.0%	
4066 Keyholder Services	180	60	200	140		140	30.0%	
4500 Internal Redecorations	166	1,000	1,000	0		0	100.0%	
Holbrook Recreation Centre :- Indirect Expenditure	19,445	8,100	28,095	19,995	2,406	17,589	37.4%	0
Net Income over Expenditure	39,316	12,092	36,505	24,413				
6001 less Transfer to EMR	0	2,076						
Movement to/(from) Gen Reserve	39,316	10,016						
403 Roffey Millennium Hall								
1000 Hall Lettings	52,770	21,635	45,000	23,365			48.1%	
1004 Equipment Sale/Sundry Income	660	364	0	(364)			0.0%	
1006 Refreshment Sale Income	1,408	385	0	(385)			0.0%	
1008 Miscellaneous Income	256	0	0	0			0.0%	
Roffey Millennium Hall :- Income	55,093	22,385	45,000	22,615			49.7%	0
4011 NNDR	6,737	2,361	7,700	5,339		5,339	30.7%	

Detailed Income & Expenditure by Budget Heading 31/07/2023

Month No: 4

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4012 Water Rates	1,573	579	1,260	681		681	45.9%	
4014 Electricity	6,128	1,832	5,385	3,553		3,553	34.0%	
4015 Gas	3,859	969	6,300	5,331		5,331	15.4%	
4016 Cleaning Materials	1,344	463	1,445	982		982	32.1%	
4017 Refuse Bin Clearance	1,699	599	1,750	1,151		1,151	34.3%	
4018 Sanitary Waste	118	74	245	171		171	30.0%	
4019 Window Cleaning	812	374	1,040	666		666	36.0%	
4020 Refreshment Sale Cost/Sundries	446	205	315	110		110	65.0%	
4034 Maintenance - Electrical	1,197	603	2,100	1,497		1,497	28.7%	
4035 Maintenance - Elect Eqp Insp	610	290	2,730	2,440		2,440	10.6%	
4036 Maintenance - General	3,330	447	3,460	3,013	330	2,683	22.5%	
4037 Maintenance - Fire Alarm Syt	420	0	580	580		580	0.0%	
4039 Maint - Intruder Alarm	925	375	1,000	625		625	37.5%	
4040 Maintenance - Elevator	774	653	790	137		137	82.6%	
4041 Maintenance - Fire Extg Insp	86	128	170	42		42	75.2%	
4042 Maintenance - Gas Boiler etc	545	433	945	512		512	45.8%	
4044 Maintenance - Partition Wall	688	0	630	630		630	0.0%	
4061 Legionella Testing	578	0	395	395		395	0.0%	
4062 Air Conditionaig Maintenance	277	0	315	315		315	0.0%	
4063 Maintenance - Plumbing	353	105	1,365	1,260		1,260	7.7%	
4064 Lightning Conductor Works	195	0	315	315		315	0.0%	
4065 Fire Prevention Sundries	153	0	105	105		105	0.0%	
4066 Keyholder Services	180	60	200	140		140	30.0%	
4500 Internal Redecorations	1,000	1,950	2,300	350		350	84.8%	
Roffey Millennium Hall :- Indirect Expenditure	34,025	12,500	42,840	30,340	330	30,010	29.9%	0
Net Income over Expenditure	21,068	9,884	2,160	(7,724)				
901 Earmarked Reserves								
4900 Repairs & Renewals Reserve	54,130	9,046	0	(9,046)		(9,046)	0.0%	9,046
Earmarked Reserves :- Indirect Expenditure	54,130	9,046	0	(9,046)	0	(9,046)		9,046
Net Expenditure	(54,130)	(9,046)	0	9,046				
6000 plus Transfer from EMR	54,150	9,046						
6001 less Transfer to EMR	20	0						
Movement to/(from) Gen Reserve	0	0						
Grand Totals:- Income	575,755	263,933	557,819	293,886			47.3%	
Expenditure	558,298	186,380	582,938	396,558	3,542	393,016	32.6%	
Net Income over Expenditure	17,457	77,553	(25,119)	(102,672)				
plus Transfer from EMR	54,150	9,046						
less Transfer to EMR	14,371	2,076						
Movement to/(from) Gen Reserve	57,236	84,523						

Date: 04/07/2023

North Horsham Parish Council

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Time: 15:36

LLOYds Bank Accounts

List of Payments made between 01/06/2023 and 30/06/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/06/2023	Horsham Publications Ltd	010623-01	82.20		Newsletter Subs
01/06/2023	Horsham District Council	010623-02	28.00		Removal of Chairs from RMH
01/06/2023	Horsham District Council	010623-03	207.44		Dog And Litter Bin Emptying
01/06/2023	Horsham District Council	010623-04	291.00		Rates Jun 2023
01/06/2023	Horsham District Council	010623-05	489.00		Rates
01/06/2023	Horsham District Council	010623-06	589.00		Rates June 2023
01/06/2023	Amazon Business	010623-07	13.94		Hoover Replacement Part
01/06/2023	bpm Architectural Services Ltd	010623-08	698.40		Surveys NHH Washroom Refurb
01/06/2023	City Electrical Factors Ltd	010623-09	121.57		Outside Lighting NHH
01/06/2023	Enterprise Services Group Ltd	010623-10	66.17		Hygiene Services May 23
01/06/2023	Mr Alan Randall	010623-11	95.40		Travel Expenses May 23
01/06/2023	Servcom Services UK Ltd.,	010623-12	90.00		Turn off heating at NHH
01/06/2023	N. Simmonds,	010623-13	115.00		Repair to Light o/s South Hall
01/06/2023	Lisa Underwood	010623-14	9.00		Travel Expenses May 23
05/06/2023	British Gas Business	050623-01	57.62		Gas 19 Apr to 16 May 23
05/06/2023	British Gas Business	050623-02	277.94		Electricity 14 Apr to 13 May
05/06/2023	British Gas Business	050623-03	678.79		Gas 19 Apr to 16 May 23
07/06/2023	Refund Contra	BACS	1,497.00		Refund Contra
07/06/2023	Jitu Chudasama	070623-01	22.95		Travel Expenses
07/06/2023	Horsham District Council	070623-02	1,155.00		Staff Car Parking Disc
07/06/2023	NETCOM	070623-03	177.84		IT Support
07/06/2023	N. Simmonds,	070623-04	165.00		Key Holder
07/06/2023	Bryant Fixings Ltd.,	070623-05	21.05		General Reapirs
07/06/2023	Forest View Tree Surgery,	070623-06	560.00		EMR - Tree Surgery
07/06/2023	Grasstex Ltd	070623-07	3,008.18		Open Space Grass Cutting
07/06/2023	D. Lees	070623-08	38.70		Travel Expenses
07/06/2023	Fenland Leisure Products Ltd.,	070623-10	467.20		Playground Maintenance
07/06/2023	M Stoner,	070623-11	34.20		Travel Expenses
07/06/2023	West Sussex County Council	070623-12	52,791.60		Salaries for May 2023
14/06/2023	Pitney Bowes Finance Ltd.	140623-01	83.94		Quarterly Hire Charges
16/06/2023	SOS Systems	160623-02	101.95		Copy Charges 14.04-18.05.23
16/06/2023	West Sussex ALC Ltd.,	160623-01	3,043.43		WSALC Subscription 2023/24
19/06/2023	Horsham District Council	190623-01	84.50		Refuse Collection HTB
19/06/2023	Horsham District Council	190623-02	84.50		Refuse Collection NHH
19/06/2023	Horsham District Council	190623-03	169.00		Refuse Collections RMH
19/06/2023	Scottish Water Business Stream	190623-04	198.38		Water Charges 06.03-05.06.23
19/06/2023	British Gas Business	190623-05	545.52		Eletric - 01/05 to 31/05/2023
20/06/2023	British Gas Business	200623-01	296.74		Gas - 02/05 to 01/06/23
21/06/2023	Incor Group Management Ltd	210623-01	483.12		Window Cleaning
21/06/2023	Leadbeater locks	210623-02	31.36		Combination Lock for MC
21/06/2023	NETCOM	210623-03	277.78		Internet/Phone RMH
21/06/2023	N. Simmonds,	210623-04	390.00		Portable Appliance Testing
21/06/2023	T C Maintenance	210623-05	1,295.00		Maintenance & Repairs
21/06/2023	Victim Support	210623-06	500.00		Grant to Victim Support
22/06/2023	British Gas Business	220623-05	207.62		Eletric - 01/05 to 31/05/23
Total Payments			71,642.03		

Date: 08/08/2023

North Horsham Parish Council

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Time: 11:33

LLOYDS Bank Accounts

List of Payments made between 01/07/2023 and 31/07/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
03/07/2023	Horsham District Council	030723-02	207.44		Dog Bins
03/07/2023	Horsham Publications Ltd	030723-01	82.20		Newsletter
03/07/2023	Horsham District Council	030723-03	291.00		Rates - HTB
03/07/2023	Horsham District Council	030723-04	489.00		Rates NHH
03/07/2023	Horsham District Council	030723-05	589.00		Rates - RMH
04/07/2023	British Gas Business	040723-01	200.17		Elect - 14/05 to 13/06/2023
06/07/2023	British Gas Business	060723-01	57.81		Gas - 01/05 to 14/06/23
11/07/2023	Bryant Fixings Ltd.,	110723-01	1.13		General Maintenance
11/07/2023	Enterprise Services Group Ltd	110723-02	66.17		Hygiene Services
11/07/2023	Jitu Chudasama	110723-03	25.65		Travel Expenses
11/07/2023	H Griffiths	110723-04	57.60		Travel Expenses
11/07/2023	Horsham District Council	110723-05	1,865.18		Burial Arrangements Cemetery
11/07/2023	D. Lees	110723-06	23.40		Travel Expenses
11/07/2023	Indeed UK Operations Ltd	110723-07	204.28		Job Advertisement
11/07/2023	M.A.C	110723-08	882.00		General Building work
11/07/2023	Nottingham Rehab Ltd	110723-09	48.04		General repairs
11/07/2023	Mr Alan Randall	110723-10	63.00		Travel Expenses
11/07/2023	N. Simmonds,	110723-11	1,822.00		Electrical Repairs
11/07/2023	Kirsty Tickner	110723-13	16.83		Travel Expenses
11/07/2023	T C Maintenance	110723-14	2,120.00		Playground Maintenance
11/07/2023	Lisa Underwood	110723-15	12.96		Travel Expenses
11/07/2023	Wigthman & Parrish Ltd	110723-16	807.53		Cleaning Materials
11/07/2023	Amazon Business	110723-17	45.43		Cleaning material
11/07/2023	NETCOM	110723-18	456.09		Telephone charged
11/07/2023	Net World Sports	110723-19	342.94		Multi court repairs
11/07/2023	N. Simmonds,	110723-20	165.00		Key Holder
11/07/2023	T C Maintenance	110723-21	1,135.00		open space maintenance
18/07/2023	Horsham District Council	180723-01	67.60		Refuse Collection
18/07/2023	Horsham District Council	180723-02	67.60		Refuse Collection
18/07/2023	SOS Systems	180723-03	102.11		Printing & Stationery
18/07/2023	Horsham District Council	180723-04	135.20		Refuse Collection
18/07/2023	British Gas Business	180723-05	503.95		Elect - 01/06 to 30/06/2023
19/07/2023	British Gas Business	190723-01	98.94		Gas - 02/06 to 01/07/2023
20/07/2023	Amazon Business	200723-01	25.91		Cleaning Materials
20/07/2023	Cain Markings Ltd	200723-02	744.00		Multi Court Maintenance
20/07/2023	Elite Emtrance Systems Ltd	200723-03	198.00		Main door Service Maint
20/07/2023	Extinguere Ltd	200723-04	153.48		Fire Extinguere Services
20/07/2023	Grasstex Ltd	200723-05	2,214.60		Grass Cutting
20/07/2023	Otis Ltd	200723-06	413.18		Lift Repairs
20/07/2023	Society of Local Council Clerk	200723-07	72.00		Themed Summit-Finance Training
20/07/2023	M Stoner,	200723-08	38.70		Travel Expenses
21/07/2023	British Gas Business	210723-01	56.83		Gas - 17/05 to 28/06/23
21/07/2023	British Gas Business	210723-02	250.14		Elect -01/06 to 30/06/23
24/07/2023	Scottish Water Business Stream	240723-01	180.00		Water -10/04 to 09/07/2023
26/07/2023	West Sussex County Council	260723-01	24,497.50		Salaries for Jun 2023
27/07/2023	Enterprise Services Group Ltd	270723-01	66.17		Hygiene Services
27/07/2023	Otis Ltd	270723-02	185.15		Lift Maintenance

Continued on Page 2

Lloyds Bank Accounts

List of Payments made between 01/07/2023 and 31/07/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
27/07/2023	Playdale Playgrounds Ltd	270723-03	27.76		Playground Maintenance
27/07/2023	Playsafety Ltd.,	270723-04	385.20		Playground Maintenance
27/07/2023	Pro-Servicing Ltd	270723-05	1,074.00		Partition Wall Maintenance
27/07/2023	N. Simmonds,	270723-06	318.00		Toilet Maint
27/07/2023	Playdale Playgrounds Ltd	270723-03a	2.00		Playground Maintenance
Total Payments			<u>43,954.87</u>		

Notes from the Community Infrastructure Levy (CIL) Working Party Meeting held at Roffey Millennium Hall on Wednesday 5th July 2023 at 10.30am

In attendance:-

Cllr. R Knight - representing the Property Committee
Cllr. D Searle - representing the Planning, Environment and Transport Committee

Clerk - Sarah Norman; Deputy Clerk - Lisa Underwood

1. Elect a Chairman

Cllr. Searle was elected as the Chairman for the Meeting.

2. Apologies

Apologies were received from Cllr. Smithurst.

3. To receive and accept the Notes of the last meeting on 28th October 2022

The Notes as previously circulated were accepted.

4. Income and Expenditure - to receive an update including possible future receipts

Members **NOTED** that, after all expenditure to date and accounting for the £5,000 initial contribution to the outdoor gym equipment, CIL money remaining available was £8,639.17.

As was noted at the last meeting, from the updates provided by HDC there was no predicted income at the current time, with Members noting that this was largely due down to the delays resulting from the Water Neutrality situation. In the longer term there would be substantial receipts from the Novartis development, but this was still some years off.

5. Receive an update on projects already agreed

Installation was now complete on the following projects :-

- Assisted access to Roffey Millennium Hall
- Plastic litter bin at Birches Road Play Area

It was **NOTED** that all previously recommended and agreed projects were now completed and furthermore, Members **AGREED** that £5,000 should continue to be earmarked for the outdoor gym equipment and received the results of a Facebook survey conducted (attached as Appendix 1).

6. To receive a report on potential future projects

Members received the recommendation from the Property Committee meeting held 6th April 2023 (Min. PR/115/23 refers) for CIL funding for defibrillators at Holbrook Tythe Barn and North Heath Hall, and following discussion, **AGREED** to the proposal at an estimated cost of £1,610 plus VAT.

A suggestion was also made by Cllr. Searle for the provision and installation of a litter bin at Earles Meadow, opposite the veteran oak tree. It was noted that the emptying of this could be combined with the Litter Warden's monthly visit to the other bin in the toddler play park. It was estimated that the cost would be in the region of £650 plus VAT and it was **AGREED** to recommend this to Council.

7. To make recommendation to Council of projects to be undertaken using available funds

In summary, the Working Party **AGREED** to **RECOMMEND** to Council the following (exc. VAT) :-

Defibrillators for North Heath Hall and Holbrook Tythe Barn	£1,610
Provision and installation of Litter bin for Earles Meadow	£600
Total	£2,210

It was **NOTED** that this would leave a balance available of £6,429.17 (excluding the £5,000 identified for the outdoor gym equipment).

8. Date of next meeting

It was **NOTED** that the next Working Party meeting would be held in early November 2023 - exact date to be confirmed.

There being no other business the Meeting closed at 10.50am

North Horsham Parish Council Meeting on 7th September 2023

Correspondence List 1 from 6th July to 30th August 2023

Below is a list of correspondence received at the Parish Council Office which has been circulated via email to all Councillors.

- | | |
|----|--|
| 1. | <p><u>West Sussex County Council</u></p> <ul style="list-style-type: none"> • Have a super summer in West Sussex! • News Release : New road signage on the A24 in Horsham • West Sussex Recycles: SCRAP fly tipping, Plastic Free July, disposable vapes and more..... • News Release : Let us know what you think of proposed locations for more electric vehicle chargepoints • News Release : West Sussex launches new Grow Digital business support programme • News Release : An epic celebration for West Sussex children and young people • News Release : Put your questions to the West Sussex Health and Wellbeing Board • Emergency Public Notice - Temporary Traffic Regulation Order - Robin Hood Lane, Warnham - Start date 21/07/23 • News Release : 'Think Before You Throw' to increase recycling in West Sussex • News Release : West Sussex County Council to express concerns to government over proposed infrastructure levy • Residents' Newsletter : Think Before You Throw, free bus travel, local business support, and more • Are you scam savvy webinars and online safety updates • Highways, Transport and Planning - July Edition • News Release : Book-a-Bus – the new, flexible transport option for rural areas • News Release : West Sussex County Council to launch Traffic Signals Halogen Replacement Programme • Potential on-street electric vehicle charge points (<i>Follow up to previous email circulated on 5th July 2023</i>) • News Release : Trio of School Street Trial Schemes given the go-ahead to encourage active travel choices • News Release : Ofsted praises West Sussex County Council's clear vision for education and skills in Adult Learning • News Release : Celebrating Mary's 50 years' dedicated service as a School Crossing Patrol officer • Minerals and Waste Planning Policy - Summer update July 2023 (<i>To also be noted in the Chairman's report to the PET Meeting in August 2023</i>) • West Sussex Recycles: Think Before You Throw, UKHarvest Community Food Hubs, Disposable BBQs and more... • Cheap and free bus travel across West Sussex - Bus it! special edition • Residents' eNewsletter - Covid-19 autumn booster, support with exam results, and more • News Release : Calling all West Sussex tourism and hospitality businesses • Cllr Bob Lanzer (Cabinet Member for Public Health and Wellbeing) - Defibrillators: increasing public access • Cllr Andrew Baldwin - Update on defective road surfaces • News Release : Join the hundreds of West Sussex businesses learning to grow digitally |
|----|--|

2.	<p><u>Horsham District Council</u></p> <ul style="list-style-type: none"> • Latest news: Have your say on our climate action strategy; Southwater Country Park survey results published; Local RAF veteran honoured at 2023 Armed Forces Sunday • Twitter Digest 07.07.23 • Fund for reducing your carbon impact is now open! • Latest news: Fourth Green Flag Award for Horsham Park; Have your say on proposed electric chargepoints; Free events this summer • Notes from Roffey Site Meeting 27th July (via Cllr Wilton) • Latest news: Coffee pod recycling milestone; Still time to enjoy Love Parks Week; New all-electric sweepers; Free events this summer • Parish & Neighbourhood Council Bulletin August 2023 • Latest news: Sussex Sounds Festival, coming soon; Horsham Park Pond area is open; Six lucky residents win HOTBIN composters • Community Link Service (<i>publicised on Facebook and website</i>) • Latest news: Last chance to complete Climate Action Survey; Statement regarding town centre events; Storrington Fun Day success; Council marks Ukrainian Independence Day
3.	<p><u>National Association of Local Councils (NALC)</u></p> <ul style="list-style-type: none"> • Chief Executive's Bulletin 06.07.23 • Newsletter 12.07.23 • Chief Executive's Bulletin 13.07.23 • Events 18.07.23 • Newsletter 19.07.23 • Chief Executive's Bulletin 20.07.23 • Newsletter 26.07.23 • Chief Executive's Bulletin 27.07.23 • Events 01.08.23 • Newsletter 02.08.23 • Chief Executive's Bulletin 03.08.23 • Events 08.08.23 • Chief Executive's Bulletin 10.08.23 • Events 15.08.23 • Newsletter 16.08.23 • Events 22.08.23 • Newsletter 23.08.23 • Chief Executive's Bulletin 24.08.23 • Events 29.08.23 • Newsletter 30.08.23
4.	<p><u>West Sussex Association of Local Councils (WSALC)</u></p> <ul style="list-style-type: none"> • Draft Minutes 28th July 2023 • Reminder : Sussex PCC Safety in Local Communities Survey
5.	<p><u>Horsham Association of Local Councils (HALC)</u></p> <ul style="list-style-type: none"> • Minutes of the AGM 26th July 2023
6.	<p><u>Neighbourhood Alert/Sussex Police/ Neighbourhood Watch/Action Fraud</u></p> <ul style="list-style-type: none"> • NHW - Just 2 weeks to go! Can you help us reach our fundraising goal for youth work? [#130351023] • NHW - Just 36 hours left for our crowdfunder to back Neighbourhood Watch youth programme [#134397619] • NHW - We want to hear about YOU. [#135968272] • NHW - AI and you - De-mystifying artificial intelligence [#137347296]

	<ul style="list-style-type: none"> • NHW - Top Tips on how to avoid Ticket Fraud this August [#138172864] • Action Fraud - Watch out for this WhatsApp scam [#139516150] • Sussex Alerts - Please complete the "Sussex Alerts Survey" survey • NHW - The August edition of OUR NEWS is here [#141087172] • NHW - Sussex Police & Crime Commissioner's 2023 #TalkSussex survey - reminder [#145852115] • NHW - Share your thoughts on new security products [#146613436]
7.	<p><u>Gatwick Airport</u></p> <ul style="list-style-type: none"> • London Gatwick's Northern Runway Project • Update on London Gatwick's Northern Runway Development Consent Order Application • Gatwick FASI-South IOA Outcomes Stakeholder Engagement July 2023 - Presentation and info Pack
8.	<p><u>Office for National Statistics</u></p> <ul style="list-style-type: none"> • Local authority update: Your August 2023 Newsletter Issue 6
9.	<p><u>Other Correspondence</u></p> <ul style="list-style-type: none"> • GTR - Start of engagement on potential changes to Southern's West Coastway services • Scouts - Horsham Annual Riverside Walk • Relate West Sussex - Our services information • GTR - Update on GTR rail services during industrial action during remainder of July 2023 • Public consultation extension to Friday 1 September 2023 • Keep Britain Tidy - Love Parks Week 2023 is officially underway! • High Weald AONB Unit - NEWS: High Weald Walking Festival coming soon! • GTR - Start of public engagement on potential changes to Southern's West Coastway services • GTR - Update on rail services during industrial action in late August and early September 2023 • Transport for the South East - In this issue... Connecting the South East, SIP Summary and Localised Factsheets. • Jeremy Quin MP - Southern Water's Priority Services Register (Case Ref: JQ50654) <i>Also publicised on Facebook and website</i> • West Sussex Mind - World Suicide Prevention Day
10.	<p><u>Resident letters</u></p> <ul style="list-style-type: none"> • Email from resident regarding Licensing application for Torque Moto Café, Graylands Estate • Letter regarding The Star • Email from resident regarding safety concerns in Harwood Road (via Cllr Turner • Concerns regarding development on Crawley Road (<i>responded and advised to raise with their District Councillor regarding an enforcement complaint</i>)

North Horsham Parish Council Meeting on 7th September 2023

Correspondence List 2 from 31st August to 6th September 2023

Below is a list of correspondence received at the Parish Council Office which has been circulated via email to all Councillors.

1.	<p><u>West Sussex County Council</u></p> <ul style="list-style-type: none"> • News Release : Leader of West Sussex County Council urges Government rethink on infrastructure levy • Highways, Transport and Planning : Major Projects Biannual Newsletter • News Release : West Sussex, Brighton and Hove Careers Hub launches • News Release : Crawley kebab shop prosecuted and ordered to pay £10,005 for food safety offences • West Sussex Recycles: who are the West Sussex Waste Partnership, how to dispose of small electricals and more... • Road Closure date notification - Forest Road Roundabout, North Horsham - Carriageway Resurfacing : 08/09/2023
2.	<p><u>Horsham District Council</u></p> <ul style="list-style-type: none"> • Parish and Neighbourhood Council Planning Training - 6pm - 8pm - 19 October 2023 - Parkside, Horsham, RH12 1RL • Twitter Digest 04.09.23
3.	<p><u>National Association of Local Councils (NALC)</u></p> <ul style="list-style-type: none"> • Chief Executive's Bulletin 31.08.23 • Events 05.09.23 • Newsletter 06.09.23
4.	<p><u>Horsham Association of Local Councils (HALC)</u></p> <ul style="list-style-type: none"> • Minutes HDC/HALC meeting 26th July 2023
5.	<p><u>Neighbourhood Alert/Sussex Police/ Neighbourhood Watch/Action Fraud</u></p> <ul style="list-style-type: none"> • NHW - Get Safe Online - A day in the life of a student [#148207986] • NHW - The September edition of OUR NEWS is here [#149860950] • NHW - Problems with rogue builders [#150524474] • NHW - Amber Heat-Health Alert for parts of England, including the South East [#150546033]
6.	<p><u>Other Correspondence</u></p> <ul style="list-style-type: none"> • West Sussex Mind - News update September 2023