



Broadbridge Heath Parish Council

www.broadbridgeheath-pc.gov.uk

clerk@broadbridgeheath-pc.gov.uk

07716 130103

PO Box 1009, Cowfold, Horsham, RH12 9RX

To all Councillors - You are hereby summoned to the **ONLINE PARISH COUNCIL MEETING** on **MONDAY 4th of JANUARY 2021** commencing at **7.30pm**. The first 15 minutes are available for the public and the press who have a right to attend to express a view or ask a question on relevant matters on the following agenda (Standing Order 3d). Members of the public are welcome to remain and observe the rest of the meeting.

To join the meeting:

Join Zoom Meeting from your laptop, tablet or smartphone using Meeting ID: 399 976 6187

New to Zoom?

Use this link to install the app <https://www.zoom.us/>

Members of the public or press should send an email to the Clerk, in advance of the meeting, to request an access password.

Signed: Lucinda Edwards
Lucinda Edwards (Clerk) – 30th of December 2020

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| 1 | PUBLIC SPEAKING | 19.45-
20.00 |
| 2 | APOLOGIES AND REASON FOR ABSENCE
To receive and agree any apologies for absence and document the reasons for such. | |
| 3 | DECLARATIONS OF INTEREST AND NOTIFICATION OF CHANGES
To receive any disclosure by Members of personal interests in Matters on the Agenda, the nature of the interest and whether the Member regards the interest as personal, prejudicial or pecuniary under the terms of the Revised Code of Conduct for members. | |
| 4 | CHAIRMAN'S ANNOUNCEMENTS – ITEMS OF SUFFICIENT URGENCY FOR INFORMATION ONLY
To receive announcements from the Chairman of the Council. | 20.00-
20.05 |
| 5 | MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING
To approve the minutes from the Parish Council meetings held on Monday 7 th November 2020. | 20.05-
20.10 |
| 6 | COMMITTEE MINUTES
To receive and adopt the minutes from the Finance and Establishment Committee meeting held on the 19 th October 2020. | 20.10-
20.15 |

- 7 CLERKS UPDATE** **20.15-20.20**
To receive an update on actions and activities since the last Parish Council meeting.
- 8 COUNTY AND DISTRICT COUNCILLORS REPORTS** **20.20-20.30**
To receive an update from County and District Councillors.
- 9 WICKHURST GREEN PARCELS OF LAND** **20.30-20.50**
To receive an update from Adrian Smith, Major Applications Team Leader HDC, on the status of the WHG parcels of land, and to agree an appropriate transfer process.
- 10 PARISH OFFICE AQUISITION** **20.50-20.55**
To receive an update and agree any required actions.
- 11 HIGHWAYS AND FOOTPATHS** **20.55-21.05**
- 11.1 To receive an update on matters relating to highways.
11.2 To receive a report and consider further steps relating to the purchase of a Speed Indicator Device (SID) to use around the village.
- 12 PLANNING** **21.05-21.10**
- PLANNING APPLICATIONS RECEIVED BY BROADBRIDGE HEATH PARISH COUNCIL DURING DECEMBER**

Application	Address	Details
DC/20/1592	Newbridge Nurseries	Notification of amendment as attached re the erection of a hand car wash and valet facility Newbridge Nurseries
DC/20/2003	8 Cook Way	Erection of a single storey rear extension
DC/20/2187	45 Carter Drive	Conversion of garage to home office space and installation of patio doors to the rear elevation
DC/20/2439	46 Sargent Way	Erection of conservatory to rear elevation
DC/19/1897	Land at Wellcross Farm Broadbridge Heath	An appeal has been lodged against the Council's refusal of Planning Consent

- 13 FINANCE AND ESTABLISHMENT** **21.10-21.25**
- 13.1 PAYMENTS FOR JANUARY 2020
To ratify the payment lists authorised remotely.
- 13.2 VILLAGE CENTRE PROJECT FINANCE UPDATE - To receive an update form the RFO.
- 13.3 PRECEPT
To agree the precept for 2021/22.

13.4 AUDIT

To agree the 2018/19 audit notice of conclusion.

13.5 REVIEW OF STANDING ORDERS

13.6 REVIEW OF FINANCIAL REGULATIONS

14	TREE WORKS QUOTES To receive and consider 3 quotes for tree works following the recent survey.	21.25- 21.30
15	COMMUNITY ENGAGEMENT 15.1 To receive an update regarding the facilitation of family focus group sessions to support emotional wellbeing for local children, and agree any next steps. 15.2 To receive an update on the BBHPC Community Forum Initiative.	21.30- 21.35
16	GRANT APPLICATION To consider a grant application received from Horsham Matters.	21.35- 21.40
17	COMMUNICATIONS STRATEGY To consider quoted options for enhancing the Parish Council's communications strategy and agree any next steps as appropriate.	21.40- 21.50
18	SOCIAL MEDIA To agree Social Media Messages from the meeting.	21.50- 21.55
19	RECRUITMENT AND STAFFING** MATTERS RELATING TO PERSONNEL 19.1 To discuss, comment upon and agree if appropriate, proposed training events for officers and councillors and any staff/pension related matters.	21.55- 22.00
20	DATES OF NEXT MEETINGS: Allotments Sub-Committee – Wednesday 13 th January Personnel Committee Meeting – Monday 18 th January Parish Council Meeting – Monday 1 st February Finance and Establishment Meeting – Monday 8 th February Recreation Committee Meeting – Monday 22 nd February	

** Pursuant to the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972 ss100, and because of the confidential nature of the business to be transacted, the public and press may be required to leave the meeting during the consideration of these items.