



Broadbridge Heath Parish Council

www.broadbridgeheath-pc.gov.uk



admin@broadbridgeheath-pc.gov.uk



01403 900665

To all Councillors - **You are hereby summoned to the MEETING OF THE PARISH COUNCIL** to be held at **The Parish Office, Sargent Way** on **MONDAY 3rd of July 2023** commencing at **7.30 pm**. 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 stay and observe the rest of the meeting.

Signed: *L Edwards*

Lucinda Edwards (Clerk) – 27th June 2023

Members of press and public welcome

- | | | |
|----|--|-------|
| 1 | PUBLIC SPEAKING | 19:30 |
| 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 from members. | |
| 4 | CHAIR'S ANNOUNCEMENTS – ITEMS OF SUFFICIENT URGENCY FOR INFORMATION ONLY
To receive announcements from the Chair of the Council. | 19:45 |
| 5 | MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING
To approve the minutes from the Parish Council meeting held on Monday 5 th June 2023. | 19:50 |
| 6 | COUNCILLOR VACANCIES
To receive an application to join the council and agree if appropriate co-option into the current vacancies. | 19:55 |
| 7 | COUNTY AND DISTRICT COUNCILLORS' REPORTS
To receive an update from County and District Councillors | 20:00 |
| 8 | CLERK UPDATE AND CORRESPONDENCE
To note the written update and receive correspondence. | 20:10 |
| 9 | REVIEW OF SCHEME OF DELEGATION AND FINANCIAL REGULATIONS
To review, and approve if appropriate, the proposed amendments. | 20:15 |
| 10 | WICKHURST GREEN PARCELS OF LAND
To receive update correspondence from HDC and HLS and agree any appropriate actions. | 20:20 |
| 11 | VILLAGE CENTRE
11.1 To receive an update from the PC representative
11.2 To approve and sign the amended S297 agreement | 20:30 |
| 12 | FACILITIES
12.1 To receive an update on the Cricket Club flood damage and subsequent actions and to agree any further delegations/actions
12.2 To receive and consider a further quote for the emergency lighting works at the Parish Office | 20:40 |
| 13 | RECREATION AND ALLOTMENTS
13.1 To consider the young trees at Charrington Way and on WHG SL1A and any appropriate actions
13.2 To receive a report of recommended actions from the latest external play inspection reports and approve associated works
13.3 To consider the hedgerow planting at Weston Avenue allotments
13.4 To receive an update on Weston Avenue plot allocations and waiting list | 20:50 |

- 13.5 To agree an amendment to allotment rules in relation to use of the sheds
- 14 FINANCE AND ESTABLISHMENT 21:00**
- 14.1 To agree/ratify the payments list for June 2023 invoices
- 14.2 To ratify/Authorise additional hours worked during June
- 14.3 End of Quarter 1 Finance Update
- 14.4 To receive and sign the bank reconciliation
- 15 PLANNING APPLICATIONS RECEIVED BY BROADBRIDGE HEATH PARISH COUNCIL IN JUNE 2023 21:10**
- 15.1 Consider the Parish Council's response to Horsham District Council on the following planning applications:
- | Application | Address | Details |
|-------------|---------------------------------|---|
| DC/23/0440 | 12 Churchill Way | Amendments to previous application for: Conversion of loft into habitable space including the provision of 1no front dormer & 2no rear dormers. |
| DC/23/1043 | 34 Heydon Way | Removal of existing GRP chimney with associated works |
| DC/23/1124 | 23 Carter Drive | Conversion of garage into habitable living space; removal of existing garage door & installation of window and brickwork (Retrospective). |
| DC/23/1230 | Amenity Land At Kingsmead Place | Surgery to 2x Horse Chestnut |
- 15.2 To consider the appeal in relation to the proposed development at Lower Broadbridge Farm
- 16 EVENTS AND COMMUNITY 21:20**
- 16.1 To agree plans for the official Monster Play Area opening
- 16.2 To receive end of first quarter updates from Age UK and 4 The Youth
- 16.3 To receive a recommendation to obtain quotes for a single publication in the Autumn
- 16.4 To discuss ideas for Christmas decorations/events
- 17 SOCIAL MEDIA 21:25**
- To agree social media posts from the meeting
- 18 DATE OF NEXT MEETINGS AND NOTABLE DATES: 21:30**
- Internal Resource Review – Wednesday 5th & Thursday 6th July
- Visioning Session – Monday 10th July – 19:45
- Three Tier Councillor Surgery – Tuesday 25th July – 10am – 12pm
- Next Parish Council meeting – Monday 3rd July 2023 – 19:30

** 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 will be required to leave the meeting during the consideration of these items