



Broadbridge Heath Parish Council

www.broadbridgeheath-pc.gov.uk



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To all Councillors - You are hereby summoned to the **ORDINARY MEETING OF THE PARISH COUNCIL** to be held at **The Parish Office, Sargent Way** on **Monday 7th July 2025** commencing at **7.45 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: *Louise Shaw*

Louise Shaw (Locum Clerk) – 2nd July 2025

Members of press and public welcome

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| 1 | APOLOGIES AND REASON FOR ABSENCE | 19:45 |
| | To receive and approve any apologies for absence. | |
| 2 | PUBLIC SPEAKING | 19:45 |
| 3 | DECLARATIONS OF INTEREST AND NOTIFICATION OF CHANGES | 20:00 |
| | 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 | 20:15 |
| 5 | COUNTY AND DISTRICT COUNCILLORS | 20:25 |
| | To receive announcements from the Chair of the Council. | |
| 6 | CO-OPTION OF COUNCILLORS | 20:35 |
| | 6.1 To receive and consider two applications for co-opting new councillors | |
| 7 | RATIFICATION OF PAST DECISIONS AND EXPENDITURE | 20:40 |
| | To consider and determine ratification of the following decisions previously taken: | |
| | 7.1 To ratify the any expenditure for the month of June 2025 | |
| | 7.2 To agree and approve the bank reconciliations for April and May 2025 | |
| 8 | WICKHURST GREEN PARCELS | 20:45 |
| | 8.1 Receive an update on remedial works to the parcels SL5,6 and 9 and agree any further actions | |
| | 8.2 Discuss and agree the tree quotes | |
| 9 | ALLOTMENTS – CHURCHILL WAY/WESTON AVENUE | 20:55 |
| | 9.1 Receive an update on plot allocations to Churchill Way and agree any further actions. | |
| | 9.2 Receive an update on the cultivation of plots at Weston Avenue and agree any actions for non-compliance/reallocation of plots. | |
| 10 | PERSONNEL COMMITTEE** | 21:00 |
| | 10.1 To receive an update from the Personnel Committee on staffing and associated matters and agree any appropriate actions. | |
| | 10.2 To agree additional signatories for bank accounts | |
| 11 | PLANNING APPLICATIONS RECEIVED BY BROADBRIDGE HEATH PARISH COUNCIL IN JUNE 2025 | 21:30 |
| | To ratify the Parish Council's response to Horsham District Council on the following planning applications: | |

Application	Address	Details
DC/25/0894	Land To The South of Broadbridge Way Broadbridge Heath West Sussex	Planning Application for the erection of 89no. residential dwellings comprising dwellings (54no.) and apartments (35no.), 36% affordable homes, creation of new vehicular

		access on to Sergeant Way, provision of public open space, landscaping and drainage
DC/25/0778	16 Cheesmer Way Broadbridge Heath West Sussex RH12 3UY	Erection of a single storey rear extension with pitched roof and skylights. Partial garage conversion into habitable living space.
DC/25/0947	4 The Green, Old Guildford Road	Erection of a single storey side exte rooflights.
DC/25/0972	14 Cheesmer Way Broadbridge Heath West Sussex RH12 3UY	Addition of two window openings to side (west) elevation
DC/25/0894	To agree a date to discuss and draft the council's response	

12 HORSHAM DISTRICT COUNCIL OWNED PROPERTY 21:20

12.1 To discuss and agree acquiring any HDC owned property ahead of devolution.

13 COUNCIL'S STRATEGIC PLAN 21:45

13.1 To discuss and determine action

14 DATES OF NEXT MEETINGS 22.00

14.1 To note the calendar of meeting dates as approved at the December 2024 Parish Council meeting.

14.2 To note the upcoming meetings:

Finance and Establishment Committee – Monday 21st July – 7:45pm

Personnel Committee – To be arranged.

Planning Committee – To be arranged.

** 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.