



Broadbridge Heath Parish Council

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PO Box 1009, Cowfold, Horsham, RH12 9RX

To all Councillors - **You are hereby summoned to the PARISH COUNCIL MEETING** to be held at **St John's Community Hall** on **MONDAY 4th of MARCH 2019** 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: *Jo Ball*

Jo Ball (Clerk) – 25th February 2019

1 PUBLIC SPEAKING

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.

5 MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING

To approve the minutes from the Parish Council meeting held on Monday 4th of February 2019

6 COMMITTEE MINUTES

To receive and adopt the minutes from the Recreation Committee meeting on the 11th of February 2019.

7 COUNTY AND DISTRICT COUNCILLORS REPORTS

To receive an update from County and District Councillors.

8 THE VILLAGE CENTRE**

8.1 VILLAGE CENTRE REDEVELOPMENT INVOICES

To discuss and approve invoices relating to the Village Centre re-development for reclaim from Horsham District Council.

8.2 VILLAGE CENTRE UPDATE

To receive an update from Working Party representatives, including the timeline plan and cost projections.

9 PLANNING APPLICATIONS RECEIVED BY BROADBRIDGE HEATH PARISH COUNCIL IN FEBRUARY

Consider the Parish Council's response to Horsham District Council on the following planning applications:

Application	Address	Details
WSCC/015/19/BB	Shelley School	Temporary classroom
DC/19/0391 DC/19/0384	The Annexe, The Old Granary, Old Wickhurst Lane	Replacement of windows and doors (listed building consent)

10 FINANCE AND ESTABLISHMENT

To consider and if appropriate approve the following:

10.1 ADDITIONAL HOURS FOR STAFF

Additional hours for staff employed by Broadbridge Heath Parish Council.

10.2 PAYMENTS FOR FEBRUARY 2019

Payment for invoices received in February 2019.

10.3 FINANCE UPDATE

To receive an update from the Clerk, including update on the public works loan.

11 HANGING BASKETS

To agree the costs for the maintenance of hanging baskets for 2019.

12 THE GREAT BRITISH SPRING CLEAN

To agree a litter picking day in support of the great British spring clean.

13 YOUTH SERVICES

To receive an update on youth service provision for 2019/20 and to agree continuation of service plans.

14 HORSHAM YEAR OF CULTURE

To consider and approve if appropriate hosting a performance of The Red Lion play.

15 WEBSITE

15.1 Operation London Bridge – consideration for the website to be agreed.

15.2 To receive an update on the upgrade and agree colour scheme.

16 HIGHWAYS AND FOOTPATHS

16.1 Bypass Downgrade

17 WICKHURST GREEN

17.1 To receive an update from the Clerk on adoption of parcels of land.

17.2 To receive a written update from Countryside Properties on outstanding issues.

17.3 To review the landscaping plans for Wickhurst Square.

18 POLICIES

To review and adopt the equality policy.

- 19 PARKING BY THE DUCKY**
To receive an update from the clerk on correspondence received and to consider next steps.
- 20 NEWSLETTER**
To approve the dates and costs for the 2019 Parish Council Newsletters.
- 21 PLAYPARKS**
To agree the delegation to the recreation committee for the s106 applications for the Village Centre and Ducky playparks, including the play area designs and project implementation.
- 22 CONSULTATIONS, MEETINGS AND ACTIVITIES**
- 22.1 Shelley School Poster competition**
To agree the 4 posters for printing and display around the village and to agree associated costs.
- 22.2 Gala Association summer fete**
To consider having a parish council stand at the summer fete
- 22.3 Shayler Fun Fair**
To consider and approve if appropriate the Shayler Family Fun Fair dates of 16th to 23rd of September.
- 23 SOCIAL MEDIA**
To agree Social Media Messages from the meeting.
- 24 RECRUITMENT AND STAFFING****
To receive updates, discuss and if relevant make decisions regarding the following:
- 23.1 MATTERS RELATING TO PERSONNEL**
To discuss, comment upon and agree if appropriate, proposed training events for councillors and any staff/pension related matters.
- 25 DATES OF NEXT MEETINGS:**
Parish Council Meeting – 1st of April
Recreation Committee – 17th of June
Finance and Establishment Committee – 29th of April

** 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