



# 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 1<sup>st</sup> of JULY 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) – 26<sup>th</sup> June 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 3<sup>rd</sup> of June.

**6 COMMITTEE MINUTES**

To approve the minutes from the Recreation Committee meeting held on Monday 17<sup>th</sup> of June.

**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.

**8.3 EXTRAORDINARY MEETING**

To set a date for the Extraordinary Parish Council Meeting to appoint the building works contractor.

**8.4 VILLAGE CENTRE RECREATIONAL GROUND**

To receive an update on the VC land ownership / management and agree next steps.

**9 PLANNING APPLICATIONS RECEIVED BY BROADBRIDGE HEATH PARISH COUNCIL IN JUNE**

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

<b>Application</b>	<b>Address</b>	<b>Details</b>
DC/19/1221	Neighbourhood Centre	Variation application
DC/19/1244	Wickhurst Square	Signage

**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 JULY 2019**

Payment for invoices received in June 2019.

**10.3 FINANCE UPDATE**

To receive an update from the Clerk.

**11 COUNCILLOR VACANCIES**

To receive application to join the council and agree if appropriate co-option into the current vacancy.

**12 PLAYPARKS**

12.1 To receive an update on the playpark projects.

12.2 To agree if appropriate the recommendation from the recreation committee to appoint a contractor for the Village Centre playground project.

12.3 To agree Parish Council view on additional access point to the Village Centre Recreation ground for consideration.

**13 RECREATION COMMITTEE**

13.1 To agree the Terms of Reference for the Recreation Committee

13.1 To agree to increase the membership of the Recreation Committee to 7 members.

**14 PARISH COUNCIL OFFICE BUILDING**

14.1 To agree the floor plans for the main room and office space.

14.1 To receive quotes from Countryside for additional finishing works for approval.

**15 HIGHWAYS AND FOOTPATHS**

15.1 Bypass Downgrade update

15.2 Volume of traffic on Old Guildford Road

15.3 Traffic counting strips

**16 WICKHURST GREEN**

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

**17 PEST CONTROL AT CRICKET GROUND**

To agree if appropriate control of rabbits at the cricket ground.

**18 CONSULTATIONS, MEETINGS AND ACTIVITIES**

18.1 Southwater Neighbourhood Development Plan

**19 SOCIAL MEDIA**

To agree Social Media Messages from the meeting.

**20 RECRUITMENT AND STAFFING\*\***

To receive updates, discuss and if relevant make decisions regarding the following:

**20.1 MATTERS RELATING TO PERSONNEL**

To discuss, comment upon and agree if appropriate, proposed training events for councillors and any staff/pension related matters.

**21 DATES OF NEXT MEETINGS:**

Parish Council Meeting – 2<sup>nd</sup> of September

Recreation Committee – 16<sup>th</sup> of September

Finance and Establishment Committee – 15<sup>th</sup> of July

\*\* 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