



# Broadbridge Heath Parish Council

[www.broadbridgeheath-pc.gov.uk](http://www.broadbridgeheath-pc.gov.uk)

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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 2<sup>nd</sup> of DECEMBER 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) – 27<sup>th</sup> of November 2019**

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|----------|--|-------------------------|
| <b>1</b> | <b>PUBLIC SPEAKING</b>   | <b>19.45-<br/>20.00</b> |
| <b>2</b> | <b>APOLOGIES AND REASON FOR ABSENCE</b><br><br>To receive and agree any apologies for absence and document the reasons for such.   | <b>20.00-<br/>20.05</b> |
| <b>3</b> | <b>DECLARATIONS OF INTEREST AND NOTIFICATION OF CHANGES</b><br><br>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. | <b>20.05-<br/>20.10</b> |
| <b>4</b> | <b>CHAIRMAN'S ANNOUNCEMENTS – ITEMS OF SUFFICIENT URGENCY FOR INFORMATION ONLY</b><br>To receive announcements from the Chairman of the Council.   | <b>20.30-<br/>20.35</b> |
| <b>5</b> | <b>MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING</b><br><br>To approve the minutes from the Parish Council meeting held on Monday 4 <sup>th</sup> of November 2019.   | <b>20.35-<br/>20.40</b> |
| <b>6</b> | <b>COMMITTEE MINUTES</b><br><br>To approve the minutes from the Finance and Establishment Committee meeting held on Monday 18 <sup>th</sup> of November 2019.  | <b>20.40-<br/>20.45</b> |
| <b>7</b> | <b>COUNTY AND DISTRICT COUNCILLORS REPORTS</b><br><br>To receive an update from County and District Councillors.   | <b>20.45-<br/>20.55</b> |
| <b>8</b> | <b>THE VILLAGE CENTRE**</b><br><br>8.1 VILLAGE CENTRE REDEVELOPMENT INVOICES<br>To discuss and approve invoices relating to the Village Centre re-development for reclaim from Horsham District Council.<br><br>8.2 VILLAGE CENTRE UPDATE  | <b>20.55-<br/>21.10</b> |

To receive an update including budget report.

**9 PLANNING APPLICATIONS RECEIVED BY BROADBRIDGE HEATH PARISH COUNCIL IN SEPTEMBER 21.10-21.15**

| Application | Address                             | Details                |
|-------------|-------------------------------------|------------------------|
| DC/19/2322  | 15 Ellis Way                        | Extension              |
| DC/19/2351  | land east of 2 and 4 Singleton Road | Surgery to an Oak tree |

**10 FINANCE AND ESTABLISHMENT 21.15-21.25**

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 DECEMBER 2019**

Payment for invoices received in November 2019.

**10.3 FINANCE UPDATE**

To receive an update from the Clerk.

**11 PERSONEL COMMITTEE 21.25-21.30**

To agree the Chairman of the committee and date of first meeting.

**12 COMMUNITY EVENTS WORKING PARTY 21.30-21.35**

To agree if appropriate a working party for Community Events, to agree membership.

**13 HIGHWAYS AND FOOTPATHS 21.35-21.40**

13.1 Bypass Downgrade update.

**14 WICKHURST GREEN AND SOLOMONS SEAL 21.40-21.45**

14.1 To receive an update from the Clerk.

14.2 Parish council office building – to agree the application for s106 funds for the interiors.

**15 CONSULTATIONS, MEETINGS AND ACTIVITIES 21.45-21.50**

15.1 VE Day 2020 - Friday the 8<sup>th</sup> of May. To agree to apply for the military covenant grant on the basis of the preliminary plans.

15.2 Strengthening police powers to tackle unauthorised encampments consultation

### 15.3 John Lawson Circus 2020

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|-----------|--|-------------------------|
| <b>16</b> | <b>WORK PLANNER</b>  | <b>21.50-<br/>21.55</b> |
|           | To review and agree work priorities  |                         |
| <b>17</b> | <b>SOCIAL MEDIA</b>  | <b>21.55-<br/>22.00</b> |
|           | To agree Social Media Messages from the meeting.   |                         |
| <b>18</b> | <b>RECRUITMENT AND STAFFING**</b>  | <b>22.00-<br/>22.10</b> |
|           | To receive updates, discuss and if relevant make decisions regarding the following:  |                         |
|           | MATTERS RELATING TO PERSONNEL  |                         |
|           | To discuss, comment upon and agree if appropriate, proposed training events for councillors and any staff/pension related matters. |                         |
| <b>19</b> | <b>DATES OF NEXT MEETINGS:</b>   |                         |
|           | Parish Council Meeting – 6 <sup>th</sup> of January  |                         |
|           | Recreation Committee – 16 <sup>th</sup> of December  |                         |
|           | Finance and Establishment Committee – 20 <sup>th</sup> of January  |                         |

\*\* 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.