



Broadbridge Heath Parish Council

Address: PO Box 1009, Cowfold, Horsham, RH12 9RX

Telephone: 07716 130103

Email: clerk@broadbridgeheath-pc.gov.uk

You are hereby **SUMMONED** to the **RECREATION AND ENVIRONMENT COMMITTEE MEETING** to be held at **St John's Community Hall** on **Monday 11th of March 2019** commencing at **7.45pm**.

L Edwards

Lucinda Edwards (Asst Clerk to the Council) – 6th March 2019

Members of press and public welcome

AGENDA

1	ATTENDANCE AND APOLOGIES FOR ABSENCE
	To receive both apologies and reasons for absence
2	DECLARATION 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.
3	CHAIRMAN'S ANNOUNCEMENTS
	To receive any announcements from the Chairman of the meeting.
4	THE DUCKY – PROJECT PROPOSALS
	4.1 To receive a brief introduction on the potential 3 phase project plan. 4.2 To receive and approve if appropriate the wording and specification for the Section 106 Application for Phase 1 – Play Area improvements. 4.3 To agree, if appropriate, for the Assistant Clerk to proceed with the Section 106 application of £49,500, to fund Phase 1, on receipt of 3 quotations. 4.4 To receive ideas for, and to agree a suitable marking criterion for selection from received designs.
5	THE VILLAGE CENTRE – PROJECT PROPOSALS
	5.1 To receive and agree project proposal details. 5.2 To review and agree if appropriate the details for the documentation for the tender process, including: * The Requirement and Specification

	* The Procurement process and Evaluation of Tenders 5.2 To agree, if appropriate, a further additional meeting to review the completed documentation.
6	PROJECT IMPLEMENTATION
	To agree the number of project hours required in order to get approval from the finance and establishment committee.
7	SUMMER FAIR PARISH COUNCIL STAND
	To approve content for the Parish Council Stand at the Village Summer Fair and to agree a budget for promotional materials.
8	DATE OF NEXT MEETING Monday 17 th June 2019.

**** Pursuant to the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972 and because of the confidential nature of the business to be transacted, the public and press will be required to leave the meeting**