



Broadbridge Heath Parish Council

www.broadbridgeheath-pc.gov.uk

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07716 130103

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 3rd of FEBRUARY 2020** 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) – 27th of January 2020

1	PUBLIC SPEAKING	19.45- 20.00
2	APOLOGIES AND REASON FOR ABSENCE	20.00- 20.05
	To receive and agree any apologies for absence and document the reasons for such.	
3	DECLARATIONS OF INTEREST AND NOTIFICATION OF CHANGES	20.05- 20.10
	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	20.30- 20.35
	To receive announcements from the Chairman of the Council.	
5	MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING	20.35- 20.40
	To approve the minutes from the Parish Council meeting held on Monday 7th of January 2020.	
6	COMMITTEE MINUTES	20.40-

		20.45									
	To approve the minutes from the Recreation Committee meeting held on Monday 16th of December 2019 and the minutes of the Personnel Committee held on Monday the 9th of December 2019.										
7	COUNTY AND DISTRICT COUNCILLORS REPORTS	20.45-20.55									
	To receive an update from County and District Councillors.										
8	THE VILLAGE CENTRE**	20.55-21.10									
	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 including budget report.										
	8.3 VILLAGE CENTRE DRAINAGE WORKS To receive quote for the drainage works.										
9	PLANNING APPLICATIONS RECEIVED BY BROADBRIDGE HEATH PARISH COUNCIL IN SEPTEMBER	21.10-21.15									
	<table border="1"> <thead> <tr> <th>Application</th> <th>Address</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td>DC/20/0142</td> <td>53 Cook Way</td> <td>Garage conversion</td> </tr> <tr> <td>DC/19/1897</td> <td>Land at Wellcross Farm</td> <td>Amendment to application</td> </tr> </tbody> </table>	Application	Address	Details	DC/20/0142	53 Cook Way	Garage conversion	DC/19/1897	Land at Wellcross Farm	Amendment to application	
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DC/20/0142	53 Cook Way	Garage conversion									
DC/19/1897	Land at Wellcross Farm	Amendment to application									
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 FEBRUARY 2020										
	Payment for invoices received in January 2020.										
	10.3 FINANCE UPDATE To receive an update form the Clerk.										
11	GRASS CUTTING	21.25-21.30									
	To agree the continuation of service for 2020-21.										
12	ACCESS TO VILLAGE CENTRE RECREATION GROUND	21.30-21.35									

	To consider and approve next steps.	
13	HANGING BASKETS	21.35- 21.40
	To agree the quote for hanging baskets.	
14	WICKHURST GREEN AND SOLOMONS SEAL	21.40- 21.45
	14.1 To receive an update from the Countryside Properties. 14.2 Parish council office building - to receive an update.	
15	CONSULTATIONS, MEETINGS AND ACTIVITIES	21.45- 21.50
	15.1 GDPR Training 15.2 Wildflower Planting	
16	GRANT APPLICATION	21.50 – 21.55
	To consider and approve if appropriate the grant applicaiton received from the BBH Magazine.	
17	SOCIAL MEDIA To agree Social Media Messages from the meeting.	22.00- 22.05
18	RECRUITMENT AND STAFFING**	22.05- 22.15
	To receive updates, discuss and if relevant make decisions regarding the following: 18.1 Clerk Recruitment. To receive and agree if appropriate the recommendation from the Personnel Committee. 18.2 Assistant Clerk recruitment. To receive and agree if appropriate the recommendation from the Personnel Committee. 18.1 MATTERS RELATING TO PERSONNEL To discuss, comment upon and agree if appropriate, proposed training events for councillors and any staff/pension related matters.	
19	DATES OF NEXT MEETINGS: Parish Council Meeting – 2nd of March Finance and Establishment Committee – 10th of February Recreation Committee – 9th of March	

** 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.