



Broadbridge Heath Parish Council

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 2nd of MARCH 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: *Lucinda Edwards*

Lucinda Edwards (Clerk) – 26th of February 2020

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| 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 | 20.10-
20.15 |
| | To receive announcements from the Chairman of the Council. | |
| 5 | MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING | 20.15-
20.20 |
| | To approve the minutes from the Parish Council meetings held on Monday 6 th of January 2020 and Monday 3 rd February 2020. | |
| 6 | COMMITTEE MINUTES | 20.20-
20.25 |
| | To receive and adopt the minutes from the Personnel Committee meetings held on Monday 3 rd February and Monday 10 th February 202 | |

- 7 COUNTY AND DISTRICT COUNCILLORS REPORTS** **20.25-20.35**
 To receive an update from County and District Councillors.
- 8 HDC CHIEF EXECUTIVE – GLENN CHIPP** **20.35-20.50**
 Horsham District Corporate Plan
- 9 THE VILLAGE CENTRE**** **20.50-21.00**
- 9.1 VILLAGE CENTRE REDEVELOPMENT INVOICES
 To discuss and approve invoices relating to the Village Centre re-development for reclaim from Horsham District Council.
- 9.2 VILLAGE CENTRE UPDATE
 To receive an update including budget report.
- 9.3 VILLAGE CENTRE ACCESS
 To receive an update and agree next steps
- 10 PLANNING APPLICATIONS RECEIVED BY BROADBRIDGE HEATH PARISH COUNCIL IN FEBRUARY** **21.00-21.05**

Application	Address	Details
DC/20/0222	98 Billingshurst Road	Surgery to 1 Horse Chestnut

- 11 FINANCE AND ESTABLISHMENT** **21.05-21.15**
 To consider and if appropriate approve the following:
- 11.1 ADDITIONAL HOURS FOR STAFF
 Additional hours for staff employed by Broadbridge Heath Parish Council.
- 11.2 PAYMENTS FOR MARCH 2020
 Payment for invoices received in February 2020.
- 11.3 FINANCE UPDATE
 To receive a report from the RFO.
- 12 HANGING BASKET MAINTENANCE** **21.15-21.20**
 To agree the costs for the hanging basket maintenance for 2020.

13	HORSHAM DISTRICT PLAN To discuss, comment upon and agree, if appropriate, a response to the Draft Local Plan	21.20- 21.30
14	HIGHWAYS AND FOOTPATHS 14.1 Bypass Downgrade update. 14.2 Traffic restriction plans for bus only route	21.30- 21.35
15	WICKHURST GREEN AND SOLOMONS SEAL 15.1 To receive an update from the Clerk. 15.2 Parish council office building – to receive an update and agree next steps.	21.35- 21.45
16	CONSULTATIONS, MEETINGS AND ACTIVITIES 16.1 Shayler’s Funfair 2020 – To consider and approve if appropriate the Shayler Family Funfair dates of 21 st to 28 th September 2020. 16.2 Great British Spring Clean – To consider and agree, if appropriate, a community litter picking day in support of the Great British Spring Clean. 16.3 Highwood Blue Light Centre To receive details of upcoming information sessions. 16.4 To consider and agree as appropriate articles for the April BBH magazine.	21.45- 21.55
17	WORK PLANNER To review and agree work priorities	21.55- 22.00
18	SOCIAL MEDIA To agree Social Media Messages from the meeting.	22.00- 22.05
19	RECRUITMENT AND STAFFING** 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	22.05- 22.10

councillors and any staff/pension related matters.

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DATES OF NEXT MEETINGS:

Parish Council Meeting – 6th April

Recreation Committee – 9th of March

Finance and Establishment Committee – 27th April

Personnel Committee - 21st 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 may be required to leave the meeting during the consideration of these items.