



North Horsham Parish Council

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7th January 2021

NOTICE OF A MEETING OF THE PARISH COUNCIL

Councillors are respectfully summoned to attend the on-line meeting of North Horsham Parish Council via a Zoom video conference to be held on **Thursday 14th January 2021 commencing at 7.30pm** for the transaction of the business on the agenda below.

To join this meeting please use the following Zoom link:

<https://us02web.zoom.us/j/86784332919?pwd=S1Q2VGVXZUEyZWpkb1UzUXFZYnZsZz09>

Meeting ID: 867 8433 2919: Passcode: 373566

Members of the Press and public are welcome to attend.

Pauline Whitehead BA(Hons) FSLCC
Clerk to the Council

An invitation to join the meeting has been sent by e-mail. The guidance for on-line meetings can be found on the Parish Council website www.northhorsham-pc.gov.uk.

AGENDA

1. Public Forum.

The Public Forum will last for a period of up to 15 minutes during which members of the public may put questions to the Council or draw attention to relevant matters relating to the business on the agenda. Each speaker is limited to 3 minutes. Business of the meeting will start immediately following the public forum or at 7.45pm whichever is the earlier.

2. Apologies for absence.

Recommendation:- To receive apologies for absence.

3. Minutes.

Circulated separately and on website.

Recommendation:- To approve and sign the Minutes of the Council Meeting held on 5th November 2020 and the Minutes of the Extraordinary Parish Council Meeting held on 24th November 2020.

4. **Declarations of Interest.**
See Clerk's Report.
Recommendation:- To receive any Declarations of Interest from Members of the Council.
5. **Decisions made by delegated power since 5th November 2020 for ratification.**
Decisions have been made by delegated power given to the Chairman and Vice Chairman of the Council, the Chairman of the Finance and Administration Committee and the Clerk. Those nominated to substitute (The Chairman of the Planning, Environment and Transport Committee, Chairman of the Property Committee and Deputy Clerk) were informed during the decision making process and where possible other members of the Council were invited to comment too. The Council has been notified of all decisions.
Recommendation:- To note that there have been no decisions made under delegated power since 5th November 2020.
6. **Committees and Working Parties.**
Minutes circulated separately and on the website.
Recommendations:-
 1. **To receive and adopt the Minutes of -**
 - (a) **Finance and Administration Committee held on 10th December 2020**
 - (b) **Planning, Environment and Transport Committee Meetings held on 26th November 2020 and 17th December 2020.**
 - (c) **Property Committee Meeting held on 3rd December 2020.**
7. **Reports from Representatives on Outside Bodies.**
The minutes from the Horsham Association of Local Councils (HALC) Meeting 15th December 2020 have been circulated to all Councillors.
Recommendation:- To note information from representatives on outside bodies.
8. **Reports from District or County Councillors.**
None received.
Recommendation:- To receive any report.
9. **Report from the North Horsham Community Land Trust (NHCLT) link councillor.**
The chairman of the NHCLT may wish to give an update at this point.
Recommendation:- To receive an update.
10. **Chairman's Announcements.**
See Clerk's Report.
Recommendation:- To receive the Chairman's announcements.
11. **Financial Matters.**
See Appendix 1.
Finance Report to 30th December 2020 which includes detailed income and expenditure by budget heading, Reserve balances, balance sheet as at 30th

December 2020 and the Income and Expenditure Account for year ended 30th December 2020.

Expenditure list for October 2020 (final), November 2020 and December 2020.

Recommendations:-

1. **To note the Financial Report to 30th December 2020 with attachments.**
2. **To agree the expenditure lists for October 2020 (final), November 2020 and December 2020.**

12. Precept

See Appendix 2.

Recommendation:- To consider a recommendation from the Finance and Administration Committee to approve the forecast for 2020/21 and budget for 2021/22 attached and to request a precept of £338,600 from HDC for 2021/22.

13. External Audit

The certificate of External Audit has been circulated and is available on the Parish Council website.

The certificate of External Audit was returned unqualified and presented to the Finance and Administration Committee on 10th December 2020.

Recommendation:- To note the completed external audit.

14. Earles Meadow Tree.

It has been recommended by the Horsham District Council Senior Arboricultural Officer that the veteran oak at Earles Meadow requires a permanent safety barrier to extend to a distance of 21m from the trunk of the tree, east and west, and running along the side of the road to the south (which is 18.5m from the tree). The 'desire line' footpath running to the north of the tree should be fenced off as part of this. The Property Committee put forward the following the following actions at its meeting on 3rd December 2020.

Recommendations:-

- (i) The rope currently in place is to be removed**
- (ii) To fence off the area as recommended by the Senior Arboricultural Officer at HDC using 4 ft high Chestnut split fencing**
- (iii) To attach wire/meshing to the fence and agree the height of the wire/mesh.**
- (iv) To put up warning signs on the fence**
- (v) To decide on the management of the fenced off area. Options suggested were to keep as grass (if to be mowed, an alternative mowing method may need to be considered) or to plant wildflowers.**

15. Draft calendar of meetings for 2021/22.

See Appendix 3.

Recommendation:- To consider and note the draft dates.

16. WSALC AGM

The agenda for the West Sussex Association of Local Councils (WSALC) Annual General Meeting is expected in readiness for their February Meeting. It hasn't been

issued yet, but the Council may need to take a view on its contents, hence why it has been tabled. It will be circulated when received.

Recommendation:- To consider items on the agenda for the WSALC AGM.

17. Correspondence

See Appendix 4.

Recommendation:- To receive correspondence lists from 6th November 2020 to 14th January 2021.

18. Date of next Meeting

4th March 2021(Scheduled)

Please note that the agenda and associated report can be found on the Parish Council website <http://www.northhorsham-pc.gov.uk>.