



North Horsham Parish Council

Roffey Millennium Hall,
Crawley Road, Horsham,
West Sussex, RH12 4DT

Tel: 01403 750786 (Office & Hall Bookings)
Roffey Millennium Hall, North Heath Hall
HolbrookTythe Barn

Email: parish.clerk@northhorsham-pc.gov.uk

Website: www.northhorsham-pc.gov.uk

25th February 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 4th March 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/87398936534?pwd=K0VUYnV6K2tYVWV4Vll3dmxNWUtydz09>

Meeting ID: 873 9893 6534 : Passcode: 088151

Members of the Press and public are welcome to attend.

Pauline Whitehead

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.

Recommendations:-

- 1. To receive apologies for absence.**
- 2. To consider a request from Cllr T Rickett B.E.M. to consider long term apologies until the end of July 2021 due to family caring commitments.**

3. Minutes.

Circulated separately and on the Parish Council website.

Recommendation:- To approve and sign the Minutes of the Council Meeting held on 14th January 2021 and the Minutes of the Extraordinary Parish Council Meeting held on 22nd February 2021.

4. Declarations of Interest.

See Clerk's Report.

Recommendation:- To receive any Declarations of Interest from Members of the Council.

The meeting will be adjourned whilst Mr M Kitching from SK Transport Planning Ltd. speaks on an idea to use a footway between Earles Meadow and Whitehorse Road/ Amberley Road on parish council land as part of an enhanced cycle infrastructure in North Horsham.

5. Decisions made by delegated power since 5th November 2020 for ratification.
Staff hours.

Recommendation:- To note that following the Prime Minister's announcement on 22nd February 2021 outlining the timetable for the 'roadmap to recovery', which will guide easing of lockdown as a result of the Coronavirus pandemic (Covid 19), the arrangements for staff working reduced hours (with the exception of the Clerk who has had agreement to reduce her hours further) will continue to the end of March 2021 when they will be reviewed.

6. Committees and Working Parties.

Minutes circulated separately and on the website.

Recommendations:-

1. To receive and adopt the Minutes of -

(a) Personnel Committee held on 4th February 2021.

(b) Planning, Environment and Transport Committee Meetings held on 28th January 2021 and 25th February 2021.

(c) Property Committee Meeting held on 18th February 2021.

7. Reports from Representatives on Outside Bodies.

None received.

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.

Recommendation:- To receive an update.

10. Chairman's Announcements.

There are no announcements.

Recommendation:- To note there were no Chairman's announcements.

11. Financial Matters.

See Appendix 1.

Finance Report to 31st January 2021 which includes detailed income and expenditure by budget heading, Reserve balances, balance sheet as at 31st January 2021 and the Income and Expenditure Account for year ended 31st January 2021. Expenditure list for January 2021 and February 2021 (provisional).

Recommendations:-

- 1. To note the Financial Report to 31st January 2021 with attachments.**
- 2. To agree the expenditure lists for January 2021 and February 2021 (provisional).**

12. Annual Parish Council Meeting and Annual Meeting of the Electors of the Parish.

See Clerk's Report.

Recommendations:-

- 1. To re-schedule the Annual Parish Council Meeting from 6th May 2021 to 15th May 2021 to avoid elections.**
- 2. To consider whether the date for the Annual Meeting of the Electors of the Parish scheduled for 26th April 2021 should be changed and if it should go ahead remotely.**

13. Footpath between Earles Meadow and Whitehorse Road/ Amberley Road

Mr Kitching from SK Transport Planning Ltd will speak about this item earlier in the meeting. The Parish Council has been asked to consider if they would be willing to explore the footway being used as part of an enhanced cycleway for North Horsham. E-mail dated 23rd February 2021 has been circulated to all Councillors.

Recommendation:- To consider a request to use the footpath between Earles Meadow and Whitehorse Road/ Amberley Road as part of an enhanced cycleway for North Horsham.

14. Street naming for the development north of Horsham

The Parish Council has been invited to offer a theme for the road names on the development north of Horsham. An e-mail from Horsham District Council's Administration Support Officer dated 4th February has been circulated to all Councillors.

Recommendation:- To submit themes for the street names on the development north of Horsham to Horsham District Council for consideration.

15. Membership of the West Sussex Association of Local Councils.

The Parish Council will receive an invoice for membership of WSALC and NALC to start on 1st April 2021. There is 3 months to pay the invoice after which time the Parish Council will cease to be a member of WSALC. It is hoped that following the WSALC AGM on 25th February 2021, there will be other options to consider.

Recommendation:- To agree that any invoice received from WSALC Ltd is not paid until the Parish Council has had the opportunity to consider all options available to them.

16. Correspondence

See Appendix 2.

Recommendation:- To receive correspondence lists from 15th January 2021 to 4th March 2021.

17. Date of next Meeting

6th May 2021 (Scheduled) but a recommendation has been tabled at this meeting to change this to 15th May 2021

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