



North Horsham Parish Council

Roffey Millennium Hall,
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West Sussex, RH12 4DT

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31st March 2022

NOTICE OF A MEETING OF THE PROPERTY COMMITTEE

Councillors are respectfully summoned to attend a meeting of the Property Committee of North Horsham Parish Council on **Thursday 7th April commencing at 7.30pm** in Chichester Room at Roffey Millennium Hall, Crawley Road, Horsham for the transaction of the business on the agenda below. Members of the Press and public are welcome to attend the meeting, but can attend via Zoom, using the link below, if preferred.

<https://us02web.zoom.us/j/84354374734?pwd=cXZrbUZ5bHhSVGVyeVVnemJoQjVMQdT09>

Meeting ID: 843 5437 4734

Passcode: 200015

S.J. Norman

Sarah Norman
Clerk to the Council

Committee Members:

Cllr K. Burgess, Cllr J Davidson, Cllr R Ginn, Cllr R Knight, Cllr D Mahon, Cllr R Millington, Cllr D Searle, Cllr A Shine, Cllr J Smithurst, Cllr S Torn.

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. The 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. Declarations of Interest

Any changes in interests should be reported to the Clerk as soon as possible.

See Committee Report.

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

4. Minutes

Circulated previously.

Recommendation: To approve and sign the Minutes of the Meeting held on 2nd December 2021.

5. **Chairman's Announcements - for information and noting only**
Recommendation: To note any announcements.
6. **Finance**
See Appendix A.
Recommendation:
To note the Committee Budget to 28 February 2022.
7. **Completed Works**
See Committee Report.
Recommendation: To note the completed works.
8. **On-going Works**
See Committee Report.
Recommendation: To note the on-going works.
9. **To Ratify Decisions made for Urgent Work to be Carried Out**
See Committee Report.
Recommendation: To ratify the following decisions:
(i) **Repair of UPVC fascia at North Heath Hall following the recent storm.**
Cost £1,570 + VAT to be funded out of repairs and Renewals Reserve
(ii) **The periodic electrical test (PET) of the floodlights at the MUGAs. Estimated cost £2,000 + VAT to be funded out of the Multicourt Maintenance Budget.**
(iii) **Repair of the lightening conductor at Roffey Millennium Hall.**
Cost £1,208+ VAT to be funded out of the Repairs and Renewals Reserve.
10. **Earles Meadow Update**
See Committee Report.
Recommendation: To note the work being undertaken by the Earles Meadow Conservation Group and to recommend that a rotten boardwalk be removed once the ground around it has been levelled.
11. **To Review the Tree Works Policy and the Bus Shelter Policy**
See Appendix B
Recommendation: To agree to recommend the following policies to the Parish Council, for adoption:
(i) **Tree Works**
(ii) **Bus Shelters**
12. **Application to hold a neighbourhood gathering on Amberley Open Space to celebrate the Queen's Platinum Jubilee**
See Appendix C
Recommendation: To agree to allow a gathering on Amberley open space to celebrate the Queen's Platinum Jubilee
13. **Exclusion of Press and Public**
Recommendation:
To resolve that the Press and Public be excluded from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, for reasons of confidentiality as the following discussion item relates to sensitive commercial matters.

14. Insurance Issues

See Appendix D - Confidential

(i) Earles Meadow - Oak Tree

(ii) Riverside Walk

Recommendation:

To note the updates provided.

15. Three Yearly Tree Inspection

See Appendix E - Confidential

Recommendation: To appoint a contractor to carry out a 3 yearly tree Inspection.

16. Date of next Meeting.

Recommendation: To note the next meeting to be held on Thursday 9th June 2022.

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