

NORTH HORSHAM PARISH COUNCIL
PARISH COUNCIL MEETING - THURSDAY 12th JANUARY 2023 AT 7.30pm

CLERK'S REPORT
To be read in conjunction with the Agenda

1. Public Forum.

Members of the public are invited to put questions or draw relevant matters to the Council's attention, prior to the commencement of business. This is for a period of up to 15 minutes and shall be limited to 3 minutes per person.

2. Apologies for Absence.

Apologies and reasons for absence to be given to the Clerk.

Members are advised that Cllr Alex Shine has advised the Clerk that he is resigning from the Council with immediate effect and written confirmation is awaited. Upon receipt, HDC will be notified but, as the next Elections are within 6 months, there is no ability for an election to be called (The Local Elections (Parishes and Communities) Rules 2006)

Decision : To note apologies for absence and resignation

3. Declarations of Interest.

Members are advised to consider the Agenda for the meeting and determine in advance if they may have a **Personal, Disclosable Pecuniary or Other Registrable Interest** in any of the Agenda items. If a Member decides they do have a declarable interest, they are reminded that the interest and the nature of the interest must be declared at the commencement of the consideration of the Agenda item; or when the interest becomes apparent to them. Details of the interest will be minuted.

If the interest is a **Disclosable Pecuniary Interest**, Members are reminded that they must take no part in the discussions of the item at all; or participate in any voting; and must withdraw from the meeting chamber, unless they have received a dispensation.

Where you have an **Other Registrable Interest** (which is not a Disclosable Pecuniary Interest), Members are reminded that they must withdraw from the meeting chamber after making representations or asking questions.

5. Forecast for Year Ending 31st March 2023, Budget and Precept requirement for Year Ending 31st March 2024

Restrictions on voting under Section 106 of the Local Government Finance Act 1992

Members are reminded of the restrictions on voting outlined in Section 106 of the Local Government Finance Act 1992. In particular it should be noted that where a member has at least two months arrears of Council Tax he or she must not vote on any matter relating directly to the setting of next year's Council Tax (though they may remain in the meeting and may speak).

Members are asked to receive the following recommendations from the Finance and Administration Committee held 8th December 2022 (Min. FA/42/22 refers) - the supporting papers for which are attached as **Appendix 1** :-

- i. Recommended Forecast for year ending 31st March 2023
- ii. Recommended Budget and Hire Charges for year ending 31st March 2024
- iii. Recommended Precept requirement of £365,346 for the year ending 31st March 2024 equivalent to a Band D property charge of £41.43 per annum an increase of 3.9% on the 2022/23 per house charge.

Decision : To resolve to approve the recommended Forecast for 2022/23, the Budget and Hire Charges for 2023/24 and the Precept requirement of £365,346 for the year ending 31st March 2024.

6. Decisions made by delegated power since 3rd November 2022 for ratification.

There have been no decisions taken under the agreed Scheme of Delegation.

8. Reports from Representatives on Outside Bodies

Any Members who act as Representative on Outside Bodies will be invited to give any reports.

Cllr. Searle has provided a written report following a recent meeting of the Wealdon Works Community Liaison Group, which is attached as **Appendix 2**.

11. Chairman's Announcements.

The Parish Council's application to nominate land at Lambs Farm Road/Lambs Crescent Green/Laughton Road as an Asset of Community Value (ACV) has been accepted by HDC and will be added to the Register.

The Parish Council Elections will be taking place on Thursday 4th May 2023. Further information regarding timetables and nomination packs will be available on the Horsham District Council website in due course. It is anticipated that the deadline for nominations will be Tuesday 4th April 2023.

12. Financial Matters

i. Finance Report to show income, expenditure and reserves to 30th November 2022

Period covering 1st April 2021 to 30th November 2022

Funding at 30th November 2022

Precept (full year)	349,011
Environmental Grant (full year).	10,677
Community Infrastructure Levy (CIL) Payment	11,805
Compensation from complaint relating to backdated NDDR	23,072
Total	394,565

Income to 30th November 2022

Cost Centre	Actual income	Annual Budget	Estimated income to 30 th Nov 2022*
Admin	361	100	67
Allotments**	983	900	900
North Heath Hall	43,375	50,000	33,333
Holbrook Tythe Barn	24,527	25,000	16,667
Multi Court Lettings	14,144	20,000	13,333
Roffey Millennium Hall	33,327	57,000	38,000
Total	116,717	153,000	102,300

Expenditure to 30th November 2022

Cost Centre	Actual Expenditure	Annual Budget	Estimated expenditure to 30 th Nov 2022*
Admin***	37,294	52,670	38,780
Grants	1,900	10,000	6,667
Burial ****	5,596	7,460	4,973
Personnel	176,101	326,000	217,333
Planning, Env, Trans	0	1,500	1,000
Allotments	612	1,580	1,053
Amenity Rec & Open Spaces	31,206	52,270	34,847
North Heath Hall	13,894	27,207	18,138
Holbrook Tythe Barn	11,192	21,830	14,553
Roffey Millennium Hall	20,486	37,074	24,716
Total	298,281	537,591	362,061

* Total cost centre budget for 2022/23 divided by 8/12th.

** Allotment invoices are sent out annually. The full income is expected by the end of April.

*** Includes, in Actual Expenditure, Annual Insurance Premium of £13,925 paid May 2022 and includes, in Estimated Expenditure, Full Year Budget for Insurance of £11,000

**** Paid quarterly in Months 2,5,8 & 11

A detailed Income and Expenditure together with Payment Lists for October and November 2022 (also published on the Parish Council website) are attached as **Appendix 3**.

Income

At the end of Month 8 of the 2022/23-year, actual income is exceeding the amount anticipated at this time of year by just over 14% (£14,417) - a slight improvement on the difference of 10% at the end of Month 7 (£8,704). Whilst income from all the halls combined is greater than the anticipated, the income from Roffey Millennium Hall continues to be lower than would be expected. At the end of month 8 the income is 12% lower than should be expected at this point in the year, but this is an improvement from the 18% deficit at the end of month 7.

Expenditure

Expenditure is approx. 18% (£63,780) lower than the anticipated levels at the end of the month, a widening of the gap from the 8% at the end of Month 7. However, this is because the payroll for November of £36,788.90 was not put through on the system until December. If this had been taken into account, the difference would have been £26,991 or 7.5% so very similar to the end of month 7.

Reserves

As at 30th November 2022 remaining funds, including the full year precept payment received and General Reserves, stood at £416,571.

In addition, there are additional Earmarked Reserves of £253,822, a reduction of £3,116 from the end of month 7, due to funding from the EMRs for new bin for Amberley Close Open Space (£378) and the refurbishment of the Roundel noticeboard (£2,738).

Summary

As mentioned above, there is £14,417 more income than budgeted for at the end of Month 7 and expenditure is lower than expected by £26,911 (after correction for the non-entered payroll).

Decision: To note the Financial Report to 30th November 2022 and the Payment Lists for October and November 2022.

13. Co-option for Vacancy in the Roffey North Ward

An application has been received from Dr P Hillier to be Co-opted to the Council and fill the vacancy in the Roffey North Ward. A copy of the application together, confirmation of eligibility and the Co-option procedure will be emailed to Members.

Decision : To consider the Co-option of Dr P Hillier for the vacant seat in the Roffey North Ward and if successful, note the signing of the Declaration of Acceptance of Office.

Should Dr Hillier be successful in his application, the Council needs to agree any appointment to Committees, noting that there are currently vacancies on the Property Committee and Planning, Environment and Transport Committee.

Decision : To agree any appointments to Committees (if required)

14. Calendar of Meetings 2023 to 2024

Members are asked to note the draft Calendar of Meetings, attached as **Appendix 4** and if acceptable, resolve to approve.

Decision : To agree the calendar of meetings for the year May 2023 to May 2024

15. WSALC and NALC Subscriptions

WSALC have advised that the forthcoming years subscriptions are calculated as follows :-

At a meeting held on 15th July 2022, the Directors of WSALC Ltd. agreed to increase the subscription for 2023/24 by 2% to 35.38p per elector with a cap of £1,750.

At the NALC AGM held on 25th October 2022 it was agreed that the NALC subscription for 2023/24 would be increased to 7.71p per elector with a cap of £1978.00.

Therefore, the total NHPC subscription for 2023/24 is:

WSALC Subscription	£1,750.00
NALC Subscription	£1,293.43
Total Due	£3,043.43

Decision: To agree the WSALC and NALC Subscriptions for 2023/24 of £3,043.43

16. Climate Change

HDC have recently organised Climate Change Workshops that have been attended by Cllr. Gough. A report was made to the Planning, Environment and Transport Committee Meeting held 27th October 2022 under the Chairman's Announcement (Min. PET/60/22 refers) and Council is therefore asked to consider appointing a Climate Change Working Group. The remit of the Working Group would be to consider what actions the Parish Council could take with recommendations to Council.

Decision : Do Members agree to the appointing of a Climate Change Working Group? If so, Members are asked to agree the membership of the Working Group that will report back directly to Council.

It has also been suggested that Climate Change be a topic for the next Annual Parish Meeting. It should be noted that at the Council Meeting held 3rd March 2022, it was agreed that a visioning exercise should be included on the Agenda for the 2023 APM to gather information which can inform a review of the Parish Council's Business Plan by the new Council, after the 2023 Elections (Min. FC/681/22 refers). Therefore, as part of the visioning exercise, if Members have agreed to the appointment of a Working Group, there could be a specific consideration of Climate Change matters.

Decision : Do Members agree that Climate Change be built into the visioning exercise at the 2023 Annual Parish Meeting?

17. Horsham District Dementia Action Alliance Action Plan

Members should be aware that back in 2017, the Parish Council made a pledge and Declaration to the Horsham District Dementia Action Alliance, including an Action Plan, and this document has been reviewed every two years since that time (available on the Parish Council website at <https://northhorsham.files.wordpress.com/2012/05/horsham-district-dementia-action-alliance-july-2017.pdf>)

The Alzheimer's Society is now relaunching the initiative following a significant pause due to the Covid pandemic, and rebranding it as Dementia Friendly Communities. A Dementia Friendly Community is a city, town or village where people with dementia are understood, respected and supported; a place where people will be aware of and understand dementia, so that people with dementia can continue to live in the way they want to and in the community they choose. An online meeting of all interested parties was held on 6th December which the Clerk attended. Cllr Searle was also in attendance through his position of Chairman of Horsham Town Community Partnership. More information about Dementia Friendly Communities may be found on the Alzheimer's Society website at <https://www.alzheimers.org.uk/get-involved/dementia-friendly-communities> .

Members therefore need to agree if they wish for the Council to continue supporting this initiative.

Decision : Do Members agree to continue to support Dementia Action through the Dementia Friendly Communities?

Assuming that the Council wishes to continue with the initiative, Members are asked to note the Pledge Form (attached as **Appendix 5**) which can be used as a basis for the future Action Plan.

The suggestion is to select the two or three marked objectives from across the Action headings; People, Process and Place. These objectives would then be the focus for the next twelve months after which Council would review the progress made and agree activities for the following twelve months.

The previous Action Plan has therefore been amended in with the objectives etc and is attached as **Appendix 5a** for Members consideration.

Decision : To approve and adopt the Horsham District Dementia Friendly Communities Action Plan

18. Coronation of HM King Charles III

As Members will be aware, the Coronation of King Charles is scheduled to take place on Saturday 6th May 2023. The Council is asked to consider any activities to mark this event noting that, as there is no Budget allocated for this purpose, any expenditure would need to come from General Reserves.

Decision : To consider any plans for the Coronation in May 2023

19. Request for support of Girls Only Community Football Day at MUGA

A request has been received from South Coast Sports as follows :-

During the Easter Holidays we are running 3 Girls Only Community Football days across West Sussex. We are trying to keep the sessions affordable for all and aiming to charge no more than £10.00 per girl for the entire day. Funded places will also be available for those to whom the cost would prove a barrier.

This cost will go towards covering the cost of payment to Coaches and assistant coaches; however any shortfall will be made up by South Coast Sports.

Each site will have 24 places available. There will be 3 coaching groups of 8 girls per group, so they receive high quality provision skills training in the morning and can play matches in the afternoons, as well as competing in some skills competitions for prizes.

As we use Tythe Barn Tuesday to Thursday during holidays for our regular Football camps, I would really like to use your site for the Girls Football day too. We have already secured another venue in Bognor Regis/Chichester area for Free for one of the days and I am hoping you will be able to support the initiative by providing the site for free as well on Monday 3rd April 2023.

Sussex FA are supporting the events by assisting us to provide goodie bags for each girl attending and we are aiming to provide a 100% female led event. The coaching delivery team will be female, as will the organisers. All supporters of the event will be listed on our promotional flyers and website and social media will acknowledge the part the venues and other partners have played in the success of this initiative.

We want girls to see that they can not only play football, but also that there are many other opportunities for them to be part of the beautiful game. Whether that be as a player, a coach, a referee, an ambassador for women and girls in sport, or some other yet unknown role. To enable girls to believe in this reality we want them to see it is possible and be inspired.

Decision: To consider free of charge use of MUGAs on 3rd April 2023 Girls Only Community Football Day

20. Correspondence

See **Appendix 6**, with the second list circulated separately at the meeting.

Decision: To receive correspondence lists from 3rd November 2022 to 11th January 2023



NORTH HORSHAM PARISH COUNCIL

Precept requirement for 2023/24

Forecast for 2022/23		
Revenue expenditure	£	525,998.00
Income		
Precept	£	349,011.00
HDC repayment of NDDR (one off)	£	23,072.00
Environmental Grant	£	10,678.00
Income from hall hires	£	173,983.00
Surplus at 31.3.22	£	30,746.00

*

General Reserve Considerations for 2022/23		
General Reserve at 31.3.22	£	250,373.00
Transfer to R&R EMR for Trees	£	5,000.00
Transfer to R&R EMR for Boiler	£	5,000.00
Transfer to R&R EMR for Playground	£	25,000.00
Actual General Reserve at 01.04.22	£	215,373.00

**

Final funding for 2022/23		
General Reserve at 01.04.22	£	215,373.00
£6000 for phones removed as agreed at F&A 13.10.22 to fund from R&R	£	-
plus Predicted surplus for 2022/23	£	30,746.00
Predicted carried Over General Reserve as at 31.3.23	£	246,119.00

Budget for 2023/24		
Revenue expenditure	£	582,938.00
Income		
Environmental Grant	£	10,678.00
Income from hall hires, allotments, other	£	181,795.00
	£	192,473.00
Deficit	£	390,465.00

Precept calculation for 2023/24		
Proposed expenditure less expected income	£	390,465.00
Contribution to RMH Boiler EMR (PR/049/22)	£	5,000.00 (+)
Contribution to Trees EMR (PR/049/22)	£	4,000.00 (+)
Contribution to NHH Refurbishment EMR (PR/049/22)	£	15,000.00 (+)
Contribution to Playground Refurb EMR (PR/049/22)	£	25,000.00 (+)
Funds left at 31.3.22	£	246,119.00 (-)
Proposed General Reserve at 31.3.2023	£	172,000.00 (+)
Final precept requirement for 2023/24	£	365,346.00

* Comment : Amount of overspend based on predicted expenditure to year end.

** Comment: In excess of the previously agreed £150k

*** Comment: Amount available to cover General Reserves at year end, to Earmark for planned activities or to offset against 2023/24 expenditure

In summary

Tax Base 2023/24		8819.3	Draft Figure provided by HDC 15.11.22
Potential Precept	£	365,346.00	
Per Band D Charge	£	41.43	
Band D Charge 2022/23	£	39.86	
Increase in Band D Charge		3.9%	
Precept 2022/23	£	349,011.00	
Increase in Precept		4.7%	

**BUDGET 2023/24
PROPERTY COMMITTEE**

		BUDGET 2022/23	ESTIMATED TO 31.03.2023	BUDGET 2023/24
EXPENDITURE - REVENUE				
HALLS SUMMARY				
4011	NNDR (Business Rates)	18,300	18,300	19,250
4012	Water Rates	3,375	3,375	3,550
4014	Electricity	11,100	11,100	11,700
4015	Gas	10,062	10,062	10,565
4016	Cleaning Materials	4,175	4,175	4,385
4017	Refuse Clearance (HDC)	3,344	3,344	3,517
4018	Sanitary Disposals	790	790	836
4019	Window Cleaning	2,140	2,140	2,250
4020	Refreshment Sale Costs	300	300	315
4034	Maintenance - electrical	4,600	4,600	8,830
4035	Maintenance - electrical insp.	1,690	1,690	5,375
4036	Maintenance - general	7,050	7,050	7,555
4037	Maintenance - fire alarm	1,735	1,735	1,825
4039	Maintenance - intruder alarm	2,380	3,000	3,000
4040	Maintenance - lift	750	750	790
4041	Maintenance - fire extinguishers	480	480	510
4042	Maintenance - gas boiler	2,050	2,050	2,155
4044	Maintenance - partition wall	1,400	1,400	1,470
4061	Legionella Testing	745	745	1,150
4062	Maintenance - air conditioning	300	300	315
4063	Maintenance - plumbing	2,675	2,675	2,815
4064	Maintenance - lightning conductor	300	300	315
4065	Fire Prevention Sundries	800	800	840
4066	Keyholder Services	570	570	600
4500	Re-decoration	5,000	1,000	7,800
		86,111	82,731	101,713

**BUDGET 2023/24
PROPERTY COMMITTEE**

		BUDGET 2022/23	ESTIMATED TO 31.3.2023	NOTES 2022/23	BUDGET 2023/24	NOTES 2023/24
EXPENDITURE - REVENUE						
401	NORTH HEATH HALL					
	4011 NNDR (Business Rates)	7,000	7,000		7,350	5% increase + rounding
	4012 Water Rates	925	925		975	5% increase + rounding
	4014 Electricity	2,725	2,725		2,900	5% increase + rounding
	4015 Gas	2,562	2,562		2,690	5% increase + rounding
	4016 Cleaning Materials	1,400	1,400		1,470	5% increase + rounding
	4017 Refuse Clearance (HDC)	840	840		882	5% increase + rounding
	4018 Sanitary Disposals	320	320		336	5% increase + rounding
	4019 Window Cleaning	700	700		735	5% increase + rounding
	4034 Maintenance - electrical	1,500	1,500		1,575	5% increase + rounding
	4035 Maintenance - electrical insp.	550	550		580	5% increase + rounding
	4036 Maintenance - general	2,000	2,000		2,100	5% increase + rounding
	4037 Maintenance - fire alarm	585	585		615	5% increase + rounding
	4039 Maintenance - intruder alarm	800	1,000		1,000	Large increase in out of hours security charges
	4041 Maintenance - fire extinguishers	160	160		170	5% increase + rounding
	4042 Maintenance - gas boiler	650	650		685	5% increase + rounding
	4044 Maintenance - partition wall	800	800		840	5% increase + rounding
	4061 Legionella Testing	250	250		385	5% increase + rounding & risk assessment due Apr 23
	4063 Maintenance - plumbing	650	650		685	5% increase + rounding
	4065 Fire Prevention Sundries	100	100		105	5% increase + rounding
	4066 Keyholder Services	190	190		200	5% increase + rounding
	4500 Internal decoration	2,500	0		4,500	For Ladies & Gents toilets, kitchen, corridor, pipework (skylift hire required) (**est £750), rooms 1 & 4 (**est £2050) downstairs (**est £1700). Will have money from 22/23 budget, so could earmark £2500
		27,207	24,907		30,778	

**BUDGET 2023/24
PROPERTY COMMITTEE**

		BUDGET 2022/23	ESTIMATED TO 31.3.2023	NOTES 2022/23	BUDGET 2023/24	NOTES 2023/24
EXPENDITURE - REVENUE						
402	HOLBROOK TYTHE BARN					
	4011	4,000	4,000		4,200	5% increase + rounding
	4012	1,250	1,250		1,315	5% increase + rounding
	4014	3,250	3,250		3,415	5% increase + rounding
	4015	1,500	1,500		1,575	5% increase + rounding
	4016	1,400	1,400		1,470	5% increase + rounding
	4017	840	840		885	5% increase + rounding
	4018	240	240		255	5% increase + rounding
	4019	450	450		475	5% increase + rounding
	4034	1,100	1,100		5,155	5% increase + rounding & risk assessment due Apr 23 & suggested project of replacement LED lights (**est £4000.00)
	4035	590	590	PET due May 2023. Apprx £1375	2,065	5% increase + rounding PET due May 2023. (**est 1445.00)
	4036	1,900	1,900		1,995	5% increase + rounding
	4037	600	600		630	5% increase + rounding
	4039	800	1,000		1,000	Large increase in out of hours security charges
	4041	160	160		170	5% increase + rounding
	4042	500	500		525	5% increase + rounding
	4061	235	235		370	5% increase + rounding & risk assessment due Apr 23
	4063	725	725		765	5% increase + rounding
	4065	600	600	RA due 08/2022 - 525	630	5% increase + rounding
	4066	190	190		200	5% increase + rounding
	4500	1,500	0		1,000	For barn end (**est £1000)
		21,830	20,530		28,095	

BUDGET 2023/24
PROPERTY COMMITTEE

		BUDGET 2022/23	ESTIMATED TO 31.03.2023	NOTES 2022/23	BUDGET 2023/24	NOTES 2023/24
EXPENDITURE - REVENUE						
403	ROFFEY MILLENNIUM HALL					
	4011 NDR (Business Rates)	7,300	7,300		7,700	5% increase + rounding
	4012 Water Rates	1,200	1,200		1,260	5% increase + rounding
	4014 Electricity	5,125	5,125		5,385	5% increase + rounding
	4015 Gas	6,000	6,000		6,300	5% increase + rounding
	4016 Cleaning Materials	1,375	1,375		1,445	5% increase + rounding
	4017 Refuse Clearance (HDC)	1,664	1,664		1,750	5% increase + rounding
	4018 Sanitary Disposals	230	230		245	5% increase + rounding
	4019 Window Cleaning	990	990		1,040	5% increase + rounding
	4020 Refreshment Sale Costs	300	300		315	5% increase + rounding
	4034 Maintenance - electrical	2,000	2,000		2,100	5% increase + rounding
	4035 Maintenance - electrical insp.	550	550		2,730	5% increase + rounding & PET due March 24
	4036 Maintenance - general	3,150	3,150		3,460	5% increase + rounding & allow for front gutters to be cleared (**est £150.00)
	4037 Maintenance - fire alarm	550	550		580	5% increase + rounding
	4039 Maintenance - intruder alarm	780	1,000		1,000	Large increase in out of hours security charges
	4040 Maintenance - lift	750	750		790	5% increase + rounding
	4041 Maintenance - fire extinguishers	160	160		170	5% increase + rounding
	4042 Maintenance - gas boiler	900	900	£5k to EMR	945	5% increase + rounding. Also additional £5k to EMR required
	4044 Maintenance - partition wall	600	600		630	5% increase + rounding
	4061 Legionella Testing	260	260	Water testing only. No RA	395	5% increase + rounding & risk assessment due Apr 23
	4062 Maintenance - air conditioning	300	300		315	5% increase + rounding
	4063 Maintenance - plumbing	1,300	1,300		1,365	5% increase + rounding
	4064 Maintenance - lightning conductor	300	300		315	5% increase + rounding
	4065 Fire Prevention Sundries	100	100		105	5% increase + rounding
	4066 Keyholder Services	190	190		200	5% increase + rounding
	4500 Internal decorations	1,000	1,000	Increase if possible at precept	2,300	For Entrance Hall (**est £430.00), Upstairs corridor & Stairwell (**est 900.00), Bramber & 3 kitchens + ladies toilet x 2 (**est £965.00)
		37,074	37,294		42,840	

**BUDGET 2023/24
PROPERTY COMMITTEE**

		BUDGET 2022/23	ESTIMATED TO 31.03.2023	NOTES 2022/23	BUDGET 2023/24	NOTES 2023/24
EXPENDITURE - REVENUE						
AMENITIES - ALLOTMENTS						
301	4012	Water Rates	140	100		100
	4102	Rent to WSCC - Harwood Rd	275	275	275	Agreed Amount
	4200	Grounds Maintenance (grass)	765	765	765	As per fixed contract
	4259	Allotment Maintenance	400	400	420	5% increase + rounding
			1,580	1,540		1,560
OTHER AMENITIES						
302	4019	Bus shelter cleaning	950	950	1,000	5% increase + rounding
	4200	Grounds Maintenance	21,250	21,250	21,250	Fixed Term 3 year contract
	4250	Bus Shelter Maintenance	1,750	1,750	1,850	5% increase + rounding (includes 2 x painting bus shelters as per rolling maintenance programme)
	4251	Play Area Maintenance*	7,500	7,500	7,875	5% increase + rounding & additional £25k earmarked for playground upgrade required
	4252	Open Space Maintenance**	10,000	10,000	10,500	5% increase + rounding + additional £2k-5k earmarked for future tree inspections required
	4253	Litter Warden Equipment	900	900	945	5% increase + rounding
	4254	Dog Bin Emptying - HDC	2,300	2,300	2,415	5% increase + rounding
	4255	Street Lighting Maint/Supply	2,500	2,500	5,500	Exceeded budget 21/22 - £4.5k supply (min) & £1k contract
	4258	Multi Courts Maintenance	3,720	3,720	3,750	As per fixed contract
	4260	Workshop	500	500	500	No increase required
	4302	Notice Board Maintenance	900	900	900	No increase required
			52,270	52,270		56,485

*Replacement programmes for equipment at Birches Road Playground and Amberley Road Playground have been identified as 2024 and 2025 respectively.

The total replacement cost of equipment at Birches Road Playground has been estimated at £58,078 and Amberley Road Playground at £72,560.

£25,000 has been set aside in an Earmarked Reserve for 2020/21 , It is recommended that a similar amount is put aside in the 2022/23 and 2023/24 budget.

Work to be undertaken in 2023/24 to ascertain more exact costings including what equipment in each playground could be retained so that more exact funding can be allocated in 2023/24 to enable the programme of replacement to proceed.

**BUDGET 2023/24
F & A COMMITTEE**

			BUDGET 2022/23	ESTIMATED TO 31.03.22	NOTES 2022/23	BUDGET 2023/24	NOTES 2023/24
EXPENDITURE - REVENUE							
101							
	4007	Councillors' Training	1,000	500		1,000	
	4008	Councillors' Expenses	7,000	7,000		7,000	
	4021	Telephone	3,500	3,600		3,200	
	4022	Postage	1,400	1,000		1,200	
	4023	Stationery and Printing	1,600	1,600		1,600	
	4024	Subscriptions	3,400	3,200		3,400	
	4025	Insurance	11,000	13,500		13,500	Allowance for reduction in cover following Reinstatement Cost Assessments
	4026	Publications	20	0		0	
	4028	IT Costs (Software)	2,800	2,750		2,800	
	4029	Website Maintenance (hosting)	150	170		170	
	4032	Publicity/Marketing	500	0		500	
	4033	Newsletter	800	762		850	
	4038	Office Equipment Maintenance	950	500		950	Machine is coming to end of contract
	4051	Bank Charges	100	25		100	
	4053	PWLB Loan Charges	11,000	11,340		11,000	
	4057	External Audit Fees	1,400	1,300		1,400	
	4058	Professional Services	3,500	4,600	To allow for building valuations (every 5 ys)	3,350	Diary that budget needs to increase by £2.5k 2027/28 when next building valuation due . To allow for 30% increases in RBS costs
	4059	Internal Audit Fees	450	350		450	
	4100	Chairman's Allowance	400	400		400	
	4120	RMH Equipment (for hire)	700	700		700	
	4122	Office Equipment	1,000	500		1,000	
103	4155	Grants	10,000	5,000		10,000	
104	4101	Burial Charges	7,460	7,460		7,460	
			70,130	66,257		72,030	

**BUDGET 2023/24
PERSONNEL COMMITTEE**

			BUDGET 2022/23	ESTIMATED TO 31.03.2023	NOTES 2022/23	BUDGET 2023/24	NOTES 2023/24
EXPENDITURE - REVENUE							
106	4001	Salaries/NI/Pensions	320,000	316,000	Assumes £1925 to all SCPs for 2022/23 rather than 2.5% budgeted for but reduced deputy salary and no CC salary for 3 months	343,000	Increased to assume a 5% in 23/24 but reduction in E'er NI to 13.8%
	4003	Payroll Administration Charge	1,000	1,400		1,400	Bust Budget last two years - needs to be £1300-£1400
	4009	Staff Expenses	2,750	3,800	More hires requires more journeys.	3,000	Bust Budget last two years - needs to be Min. £3000
	4010	Staff Training	1,600	1,600		1,600	
	4030	Recruitment Advertising	250	150		250	
	4031	Staff Personal Protective Clothing	400	250		400	
			326,000	323,200		349,650	

**BUDGET 2023/24
PET COMMITTEE**

			BUDGET 2022/23	ESTIMATED TO 31.03.2023	NOTES 2022/23	BUDGET 2023/24	NOTES 2023/24
EXPENDITURE - REVENUE							
201	4305	Planning Consultant Fees	1,500	0	There is £8,035 in an Earmarked Reserve that could be used if required.	1,500	There is £8,035 in an Earmarked Reserve that could be used if required.
			1,500	0		1,500	

**BUDGET 2023/24
INCOME**

			BUDGET 2022/23	ESTIMATED TO 31.3.2022	NOTES 2022/23	BUDGET 2023/24 <small>(rounded nearest £1k)</small>	NOTES 2023/24
INCOME							
401	1000	Hall Lettings - NHH	50,000	65,000		71,000	10.3% inc on est. 23/24
402	1000	Hall Lettings - HTB	25,000	36,000		38,000	5.6% inc. on est. 23/24
	1010	Multi Court Income	20,000	25,000		26,600	6.4% inc. on est. 23/24
403	1000	Hall Lettings RMH	57,000	45,000		45,000	zero increase
	1004	Miscellaneous Income	0	500		0	
	1006	Sale of Beverages	0	1,300		0	
101	1196	Interest Received	100	200		200	
301	1050	Allotment Rents	900	983		995	
			153,000	173,983		181,795	

GENERAL HIRE CHARGES 2023-24

To be applied from 01.04.23

ROFFEY MILLENNIUM HALL(RMH)

RH12 4DT

	Maximum Capacity (Theatre Style or Parties)	Charge per hour							
		Business Use (inc 20% VAT)		Profit Groups (inc 20% VAT)		Private Hire / Local Authorities (inc 20% VAT)		Not for Profit / Charities (inc 20% VAT)	
North Hall	50	£23.68	£28.42	£17.38	£20.86	£16.28	£19.54	£12.92	£15.50
South Hall	50	£23.68	£28.42	£17.38	£20.86	£16.28	£19.54	£12.92	£15.50
North & South Halls	100	£35.52	£42.62	£26.07	£31.28	£24.42	£29.30	£19.38	£23.26
Bramber	40	£23.68	£28.42	£17.38	£20.86	£16.28	£19.54	£12.92	£15.50
Amberley	15	£23.68	£28.42	£17.38	£20.86	£16.28	£19.54	£12.92	£15.50
Cowdray	30	£23.68	£28.42	£17.38	£20.86	£16.28	£19.54	£12.92	£15.50
Chichester	25	£23.68	£28.42	£17.38	£20.86	£16.28	£19.54	£12.92	£15.50
Knepp/Members Rm	6	£13.07	£15.68	£9.56	£11.47	£8.93	£10.72	£7.14	£8.57

NORTH HEATH HALL (NHH)

RH12 5PU

	Maximum Capacity (Theatre Style or Parties)	Charge per hour			
		Business Use	Profit Groups	Private Hire / Local Authorities	Not for Profit / Charities
Hall 1	85	£29.00	£21.00	£20.00	£16.00
Hall 1 & 4	100	£40.00	£30.00	£27.00	£22.00
Hall 4	15	£15.00	£12.00	£10.00	£8.00
Room 15 & 16	16	£15.00	£12.00	£10.00	£8.00
Room 3	8	£9.00	£7.00	£6.00	£5.00
Room 9	15	£9.00	£7.00	£6.00	£5.00

HOLBROOK TYTHE BARN (HTB)

RH12 5EZ

	Maximum Capacity (Theatre Style or Parties)	Charge per hour per room				
		Business Use	Profit Groups	Local Authorities	Private Hire	Not for Profit / Charities
Main Barn	40					
Wallace Room	20					
Weekday Charges		£22.00	£16.00	£15.00	£16.00	£12.00
Weekend Charges		£25.00	£19.00	£19.00	£19.00	£14.00

Fixed rate on Saturday evenings from 6.00 pm to 11.00 pm - £221 (+VAT for RMH)

HTB - Barn (if have Wallace Room as well, charge that at hourly rate), NHH - rooms 1&4, RMH - North OR South Hall. If North AND South £332

Latest Hire Times for all venues: Monday to Saturday 11.00 pm : Sunday 9.00 pm

Sundries:

*Tea/Percolated Coffee - RMH only

85p per cup

*Flip Chart

£10 per day /£5 per half day

*Data Projector

£40 per day/£30 per half day

STORAGE (per month)	*RMH	NHH	HTB
STO	£14.80	£7.50	£26.30
STO1	NA	NA	NA
STO2	£7.40	£13.20	£13.20
STO3	NA	£26.30	NA

MUGAS 2023-24

Tythe Barn Multicourts per Court per Hour	Monday - Friday - PEAK 5.00pm to 10.00pm		All other times - OFF PEAK 8am to 10.00/ 9.00pm	
	Block (10+)	Casual	Block (10+)	Casual
Upto 4 users per court	£10.00	£10.00 (£12.00)	£7.00	£7.00 (8.40)
Over 4 users per court	£19.00	£19.00 (£22.80)	£12.00	£12.00 (£14.40)
Floodlights (per hour)	£5.00	£5.00 (£6.00)	£5.00	£5.00 (£6.00)
	NO VAT	PLUS VAT	NO VAT	PLUS VAT

ALLOTMENTS 2023-24

Half Plot	£17.00
Full Plot	£33.00

Report to North Horsham Parish Council Meeting to be convened on 12th January 2023

WEALDON WORKS COMMUNITY LIAISON GROUP

MEETING 027 Minutes:

Date: 22nd November 2022

1. Introduction

I attended the Wealdon Works Community Liaison Group meeting on the 22nd November 2022 and was introduced to Luc Valaize Qair Group Managing Director Waste-to-Energy and Stuart Mander Director EfW Project Development @ Hitachi Zosen Inovs (HZI).



Luc Valaize



Stuart Mander

Qair Group, has acquired the interests of Britaniacrest Recycling Ltd, including the energy recovery facility project. Britaniacrest will continue to trade under that name and Luc Valaize and Gerrard Beelaerts of the Qair Group were directors of the company. The Foss family would, remain in the day-to-day management of the waste management operations and the company would be a provider of waste to the new facility.

Hitachi Zosen Inovs has been appointed by Qair for the design, supply, construction, commissioning and operation of the facility.

2. Presentation

Qair Group presentation.

- Qair is an independent renewable energy producer, headquartered in France and active in 20 countries.
- The company is international but acts at a local level.
- Qair's expertise includes development, financing, construction, operation and dismantling/repowering.
- The Group employs over 550 employees and manages around 860MW of capacity. It has recently been awarded the rights to develop offshore wind energy in Scotland.
- Qair has engaged HZI as the construction contractor and operator of the new energy recovery plant but will be responsible for managing the overall project throughout.
- Luc Valaize announced that the new plant would be known as replacing the name "3Rs". He noted that "cher" meant "dear" in French – but in this case as an enchantment rather than a cost.
- Luc Valaize indicated that following clearance of the planning conditions, initial development of CHER will commence early in 2023, but the main construction would not start until financing of facility had been completed, which was likely to be summer 2023.

HZI presentation

- Hitachi Zosen Inova (HZI) is a global clean technology provider based in Zurich, Switzerland. Hitachi, the parent company is Japanese Zosen Inova is a Swiss company with a long history in the sector.
- HZI has more than 600 reference projects in energy from waste, gas upgrading and anaerobic digestion. In the UK it has 18 EfW units including 4 under construction. It is also involved in extraction of precious metals from the bottom ash and carbon capture and utilisation. HZI is a very experienced company in the field.
- HZI will act as Principal Contractor on the Wealden Works site. It will, therefore, be the “turnkey” provider to Qair. Whilst it will employ sub-contractors, HZI will be in overall charge of the site throughout and there will be a named HZI person available to contact at any time.
- HZI prides itself on its quality of work and its attention to health & safety, with a target of no incidents on the site. Its core principles are competence, compliance and community.
- As well as being a contractor to Qair, HZI will also take a shareholding in the project company alongside Qair. It intends to be a good neighbour, a long-term employer and use local staff and suppliers where possible. There will also be an apprenticeship scheme and engagements with local colleges and universities.
- HZI is committed to local community engagement throughout the build of the facility and into its operation. Once development starts, it will attend all CLG meetings and will also organise other community engagement events, including “open days”.
- Demolition will commence in January/February 2023 with the main build starting in June/July 2023 once finance is secured. Construction and commissioning will take 3 years.
- Once complete there will be 50 operative working on site.

3. Public Meeting

It was agreed that Qair and HZI would hold a public meeting in March 2023 at a venue to be agreed somewhere in Holbrook. Public meeting would need to be very focused on the future plans and not be re-running the planning process or discussing the merits of what has already been agreed.

4. Cher Website

HZI agreed to provide a link to a website for the project in due course. In the interim, reference will be made to the Britaniacrest Recycling website.

Report produced by Councillor Searle

28th December 2022

Date: 03/11/2022

North Horsham Parish Council

Page 1

Time: 13:04

Lloyds Bank Accounts

List of Payments made between 01/10/2022 and 31/10/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
03/10/2022	SOS Systems	031022-01	10.74		Printing & Stationery
03/10/2022	Horsham District Council	031022-02	199.76		Dog Bins
03/10/2022	Horsham District Council	031022-03	275.00		God Bin Refuse
03/10/2022	Horsham District Council	031022-04	295.00		Rates Oct 2022
03/10/2022	Horsham District Council	031022-05	541.00		Rates Oct 2022
03/10/2022	Horsham District Council	031022-06	561.00		Rates - Oct 2022
03/10/2022	Petty Cash	9055	124.39		Petty Cash Transfer
04/10/2022	British Gas Business	041022-01	291.88		Electr - 14/08 to 13/09/2022
04/10/2022	Lloyds Credit Card	BACS	96.19		Jobs on Indeed
05/10/2022	British Gas Business	051022-01	39.79		Gas - 16/18 to 15/09/2022
05/10/2022	Amazon Business	051022-01	121.18		Misc expenses
05/10/2022	Forest View Tree Surgery,	051022-02	660.00		EMR - Tree Surgery
05/10/2022	H Griffiths	051022-03	41.40		Travel Expenses
05/10/2022	D. Lees	051022-04	32.85		Travel Exp
05/10/2022	Mulberry & Co	051022-05	209.52		Internal Audit
05/10/2022	NETCOM	051022-06	174.24		It Support
05/10/2022	Strutt Tree Care	051022-07	580.00		Tree Mangement
11/10/2022	Llyods Credit Card	BACS	214.00		Undercounter Fridge
18/10/2022	Horsham District Council	181022-01	66.00		Refuse Collection
18/10/2022	Horsham District Council	181022-02	66.00		Refuse Collection
18/10/2022	Horsham District Council	181022-03	132.00		Refuse Collection
18/10/2022	British Gas Business	181022-04	542.77		Electr - 01/09 to30/09/2022
19/10/2022	Information Commissioner's Off	191022-01	55.00		Subscription
19/10/2022	British Gas Business	191022-02	125.93		Gas - 02/09 to 01/10/2022
19/10/2022	Air Conditioning Direct Suppli	191022-03	332.40		Aircon Repairs
19/10/2022	Assurity Consulting Ltd	191022-04	648.00		Risk Assessment
19/10/2022	Electrical Testing Ltd	191022-05	956.40		Electrical Inspection
19/10/2022	Fenland Leisure Products Ltd.,	191022-06	228.00		Play ground maintenance
19/10/2022	Playdale Playgrounds Ltd	191022-07	721.49		Play Ground area
19/10/2022	Repair Glaze	191022-08	185.00		Door Maintenance
19/10/2022	T C Maintenance	191022-09	389.00		GENERAL maintenance
19/10/2022	Wigthman & Parrish Ltd	191022-10	619.72		Cleaning Material
20/10/2022	Grasstex Ltd	201022-01	2,094.82		Grass Cutting
20/10/2022	Cain Markings Ltd	201000-02	744.00		Court Maintenance
20/10/2022	British Gas Business	211022-01	45.00		Gas - 16/18 to 28/09/2022
20/10/2022	British Gas Business	211022-02	196.90		Electr - 01/09 to 30/09/2022
24/10/2022	ELA Group	241022-01	2,210.02		Lift Repairs
25/10/2022	West Sussex County Council	251022-01	21,948.30		Salaries - Sept 2022
28/10/2022	SOS Systems	281022-01	207.54		Printing & Stationery
31/10/2022	Horsham Publications Ltd	311022-01	76.20		News Letter
Total Payments			37,058.43		

Lloyds Bank Accounts

List of Payments made between 01/11/2022 and 30/11/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/11/2022	Horsham District Council	011122-01	199.76		Dog Bins
01/11/2022	Horsham District Council	011122-02	295.00		Rates - Nov'22
01/11/2022	Horsham District Council	011122-03	541.00		Rates - Nov 22
01/11/2022	Horsham District Council	011122-04	561.00		Rates - Nov 22
03/11/2022	Lloyds Credit Card	BACS	84.00		Word Process- IT Support
03/11/2022	British Gas Business	031122-01	75.50		Gas Bill
03/11/2022	British Gas Business	031122-02	364.80		Elect - 14/09 to 13/10/2022
03/11/2022	BEL Signs	031122-03	129.60		Exit signs
03/11/2022	Bryant Fixings Ltd.,	031122-04	16.66		General Maintenance
03/11/2022	Crawley & Horsham Home-Start	031122-05	1,100.00		Home start Grant
03/11/2022	Leadbeater locks	031122-06	109.64		Abus Wheel Padlock
03/11/2022	D. Lees	031122-07	37.35		Travel Expenses
03/11/2022	Otis Ltd	031122-09	185.15		Lift Maintenance
03/11/2022	Servcom Services UK Ltd.,	031122-10	198.00		Eletrical Maintenance
03/11/2022	N. Simmonds,	031122-11	705.00		Light Testing
03/11/2022	T C Maintenance	031122-12	1,425.00		General Maintenance
03/11/2022	Trafalgar Cleaning Equipment L	031122-13	119.94		Cleaning Services
03/11/2022	Viking Direct	031122-14	410.36		Stationery - Batteries
03/11/2022	N. Simmonds,	031122-15	165.00		Light Testing
07/11/2022	British Gas Business	071122-01	521.92		Gas - 29/09 to 17/10/2022
08/11/2022	EDF Energy Ltd	081122-01	436.21		Street Light - 18/7to17/10/2022
10/11/2022	Pitney Bowes Finance Ltd.	101122-01	139.61		Purchase Ledger Payment
11/11/2022	West Sussex County Council	111122-01	24,484.15		Salaries for October 2022
14/11/2022	Streetlights	141122-01	623.62		Street Light Maint
14/11/2022	Grasstex Ltd	141122-02	1,332.22		Grass Cutting
14/11/2022	SOS Systems	141122-03	80.87		Printing & Stationery
14/11/2022	Vix Technology UK Ltd	141122-04	4,500.00		EMR - CIL21/22
16/11/2022	Horsham District Council	161122-01	66.00		Refuse Collection
16/11/2022	Horsham District Council	161122-02	66.00		Refuse Collection
16/11/2022	Horsham District Council	161122-03	165.00		Refuse Collection
16/11/2022	Amazon Business	161122-04	43.75		General Maintenance
16/11/2022	Hazelhurst Roofing	161122-05	180.00		Roof Maintenance
16/11/2022	Pro-Servicing Ltd	161122-06	408.00		Partition Service
16/11/2022	Mr Alan Randall	161122-07	117.00		Travel Expenses- Oct 22
16/11/2022	Society of Local Council Clerk	161122-08	141.80		Stationery
16/11/2022	T C Maintenance	161122-09	919.00		Signs Fixing
16/11/2022	Wighthman & Parrish Ltd	161122-10	68.38		Cleaning Materials
17/11/2022	SOS Systems	171122-01	133.43		Equipment Cost
18/11/2022	Lloyds Bank	BACS	1.24		Bank charges
21/11/2022	NETCOM	211122-01	174.24		It Support
21/11/2022	Horsham District Council	211122-02	1,865.18		Burial Roffey Cemetery
21/11/2022	Lloyds Credit Card	BACS	436.10		Topsy 2000 Green Bin
22/11/2022	Pitney Bowes Finance Ltd.	221122-01	-55.67		Purchase Ledger Payment
22/11/2022	Scottish Water Business Stream	241122-01	27.93		Water - 11/11 to 09/11/22
25/11/2022	Amazon Business	251122-01	66.69		General Maintenance
25/11/2022	Cain Markings Ltd	251122-02	744.00		Pitch Maintenance & Inspection
25/11/2022	City Electrical Factors Ltd	251122-03	29.16		Electric Maintenance

LLOYDS Bank Accounts

List of Payments made between 01/11/2022 and 30/11/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
25/11/2022	Mulberry & Co	251122-04	132.00		Planning Course
25/11/2022	Pro-Servicing Ltd	251122-05	417.00		Partition Wall Maint
25/11/2022	N. Simmonds,	251122-06	135.00		Eletric Maintenance
25/11/2022	M Stoner,	251122-07	55.80		Travel Expenses
25/11/2022	Viking Direct	251122-08	163.06		Stationery
28/11/2022	Scottish Water Business Stream	281122-01	211.25		Water 25/07 to 11/11/22
30/11/2022	Horsham Publications Ltd	301122-01	76.20		News Letter
30/11/2022	Scottish Water Business Stream	301122-02	449.21		Water 27/07 to 15/11/22

Total Payments 46,078.11

Detailed Income & Expenditure by Budget Heading 30/11/2022

Month No: 8

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
101 Administration								
1008 Miscellaneous Income	0	23,072	0	(23,072)			0.0%	
1175 CIL Payment	26,163	11,805	0	(11,805)			0.0%	11,805
1176 Precept	338,600	349,011	349,011	0			100.0%	
1196 Interest Received	187	361	100	(261)			361.4%	
Administration :- Income	364,950	384,249	349,111	(35,138)			110.1%	11,805
4007 Councillors Training	361	65	1,000	935		935	6.5%	
4008 Councillors Expenses	3,430	4,805	7,000	2,195		2,195	68.6%	
4021 Telephone/Fax/Internet	3,413	1,863	3,500	1,637		1,637	53.2%	
4022 Postage	813	401	1,400	999		999	28.6%	
4023 Stationery and Printing	1,397	1,316	1,600	284		284	82.3%	
4024 Subscriptions	2,981	3,171	3,400	229		229	93.3%	
4025 Insurance	11,109	13,925	11,000	(2,925)		(2,925)	126.6%	
4026 Publications/Magazines	0	0	20	20		20	0.0%	
4028 IT Costs	2,496	1,802	2,800	998		998	64.3%	
4029 Website Maintenance	170	84	150	66		66	56.0%	
4032 Publicity/Marketing	0	0	500	500		500	0.0%	
4033 Newsletter	759	572	800	229		229	71.4%	
4038 Office Equipment Maint.	718	334	950	616		616	35.1%	
4051 Bank Charges	100	8	100	92		92	8.2%	
4053 PWLB Loan Charges	11,710	5,670	11,000	5,330		5,330	51.5%	
4057 External Audit Fees	1,000	0	1,400	1,400		1,400	0.0%	
4058 Professional Services	3,000	2,042	3,500	1,458		1,458	58.4%	
4059 Internal Audit Fees	285	49	450	401		401	10.9%	
4100 Chairman's Allowance	259	235	400	165		165	58.7%	
4120 Roffey Hall Equipment	0	670	700	30		30	95.7%	
4122 Office Equipment	1,022	282	1,000	718		718	28.2%	
Administration :- Indirect Expenditure	45,023	37,294	52,670	15,376	0	15,376	70.8%	0
Net Income over Expenditure	319,928	346,955	296,441	(50,514)				
6001 less Transfer to EMR	26,163	11,805						
Movement to/(from) Gen Reserve	293,765	335,150						
103 Grants								
4155 Other Grants and Donations	6,785	1,900	10,000	8,100		8,100	19.0%	
Grants :- Indirect Expenditure	6,785	1,900	10,000	8,100	0	8,100	19.0%	0
Net Expenditure	(6,785)	(1,900)	(10,000)	(8,100)				

Detailed Income & Expenditure by Budget Heading 30/11/2022

Month No: 8

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>104 Burial</u>								
4101 Burial Charges	7,461	5,596	7,460	1,864		1,864	75.0%	
Burial :- Indirect Expenditure	7,461	5,596	7,460	1,864	0	1,864	75.0%	0
Net Expenditure	(7,461)	(5,596)	(7,460)	(1,864)				
<u>106 Personnel</u>								
4001 Salaries/NI/Pensions	277,397	170,754	320,000	149,246		149,246	53.4%	
4002 Childcare Vouchers	2,813	1,282	0	(1,282)		(1,282)	0.0%	
4003 Payroll Admin Charge	1,187	449	1,000	551		551	44.9%	
4009 Staff Expenses/Mileage	3,276	2,799	2,750	(49)		(49)	101.8%	
4010 Staff Training	560	610	1,600	990		990	38.1%	
4030 Recruitment Advertising	300	102	250	148		148	40.8%	
4067 Protective Clothing	194	105	400	295		295	26.3%	
Personnel :- Indirect Expenditure	285,727	176,101	326,000	149,899	0	149,899	54.0%	0
Net Expenditure	(285,727)	(176,101)	(326,000)	(149,899)				
<u>201 Planning, Env & Transport</u>								
4305 Planning Consultant Fees	0	0	1,500	1,500		1,500	0.0%	
Planning, Env & Transport :- Indirect Expenditure	0	0	1,500	1,500	0	1,500	0.0%	0
Net Expenditure	0	0	(1,500)	(1,500)				
<u>301 Allotments</u>								
1050 Allotment Rents	948	983	900	(83)			109.3%	
Allotments :- Income	948	983	900	(83)			109.3%	0
4012 Water Rates	92	58	140	82		82	41.5%	
4102 Allotment Rent	275	0	275	275		275	0.0%	
4200 Grass cutting	561	554	765	211		211	72.4%	
4259 Allotment Maintenance	0	0	400	400		400	0.0%	
Allotments :- Indirect Expenditure	928	612	1,580	968	0	968	38.7%	0
Net Income over Expenditure	20	371	(680)	(1,051)				
<u>302 Amenity, Recs & Open Sp</u>								
1100 Grants Received	10,356	10,677	10,356	(321)			103.1%	
Amenity, Recs & Open Sp :- Income	10,356	10,677	10,356	(321)			103.1%	0
4019 Window Cleaning	700	422	950	528		528	44.4%	
4200 Grass cutting	16,134	10,793	21,250	10,457		10,457	50.8%	

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Detailed Income & Expenditure by Budget Heading 30/11/2022

Month No: 8

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4250 Bus Shelter Repairs	0	1,283	1,750	467		467	73.3%	
4251 Play Area & M Crts Maint	4,414	6,397	7,500	1,103		1,103	85.3%	
4252 Open Spaces	3,967	5,452	10,000	4,548		4,548	54.5%	
4253 Litter Warden/Clearance	108	302	900	598		598	33.5%	
4254 Community Services - Dog Bins	2,112	1,971	2,300	329		329	85.7%	
4255 Street Lighting - Maint/Supply	2,909	1,981	2,500	519		519	79.2%	
4258 Multicourts Maintenance	1,245	2,480	3,720	1,240		1,240	66.7%	
4260 Workshop	0	0	500	500		500	0.0%	
4302 Notice Board Maintenance	255	126	900	774		774	14.1%	
Amenity, Recs & Open Sp :- Indirect Expenditure	31,844	31,206	52,270	21,064	0	21,064	59.7%	0
Net Income over Expenditure	(21,488)	(20,528)	(41,914)	(21,386)				
<u>401 North Heath Hall</u>								
1000 Hall Lettings	54,086	43,375	50,000	6,625			86.8%	
North Heath Hall :- Income	54,086	43,375	50,000	6,625			86.8%	0
4011 NNDR	12,974	4,323	7,000	2,677		2,677	61.8%	
4012 Water Rates	803	438	925	487		487	47.4%	
4014 Electricity	2,455	1,048	2,725	1,677		1,677	38.5%	
4015 Gas	2,860	1,271	2,562	1,291		1,291	49.6%	
4016 Cleaning Materials	1,224	302	1,400	1,098		1,098	21.6%	
4017 Refuse Bin Clearance	812	692	840	148		148	82.4%	
4018 Sanitary Waste	275	92	320	228		228	28.7%	
4019 Window Cleaning	480	337	700	363		363	48.2%	
4034 Maintenance - Electrical	1,023	1,336	1,500	164		164	89.0%	
4035 Maintenance - Elect Eqp Insp	1,720	440	550	110		110	80.0%	
4036 Maintenance - General	1,455	1,009	2,000	991		991	50.4%	
4037 Maintenance - Fire Alarm Syt	410	420	585	165		165	71.8%	
4039 Maint - Intruder Alarm	813	1,070	800	(270)		(270)	133.8%	
4041 Maintenance - Fire Extg Insp	43	0	160	160		160	0.0%	
4042 Maintenance - Gas Boiler etc	1,481	199	650	451		451	30.6%	
4044 Maintenance - Partition Wall	475	348	800	453		453	43.4%	
4061 Legionella Testing	118	260	250	(10)		(10)	104.0%	
4063 Maintenance - Plumbing	235	190	650	460		460	29.2%	
4065 Fire Prevention Sundries	0	0	100	100		100	0.0%	
4066 Keyholder Services	180	120	190	70		70	63.2%	
4500 Internal Redecorations	940	0	2,500	2,500		2,500	0.0%	
North Heath Hall :- Indirect Expenditure	30,776	13,894	27,207	13,313	0	13,313	51.1%	0
Net Income over Expenditure	23,311	29,482	22,793	(6,689)				

Detailed Income & Expenditure by Budget Heading 30/11/2022

Month No: 8

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
402 Holbrook Recreation Centre								
1000 Hall Lettings	24,181	24,527	25,000	473			98.1%	
1010 Multi Court Lettings	19,883	14,144	20,000	5,857			70.7%	
Holbrook Recreation Centre :- Income	44,064	38,671	45,000	6,329			85.9%	0
4011 NNDR	3,543	2,363	4,000	1,637		1,637	59.1%	
4012 Water Rates	675	703	1,250	547		547	56.2%	
4014 Electricity	3,073	1,899	3,250	1,351		1,351	58.4%	
4015 Gas	1,181	392	1,500	1,108		1,108	26.1%	
4016 Cleaning Materials	592	294	1,400	1,106		1,106	21.0%	
4017 Refuse Bin Clearance	797	561	840	279		279	66.7%	
4018 Sanitary Waste	250	92	240	148		148	38.3%	
4019 Window Cleaning	210	148	450	302		302	32.8%	
4034 Maintenance - Electrical	572	39	1,100	1,061		1,061	3.6%	
4035 Maintenance - Elect Eqp Insp	480	440	590	150		150	74.6%	
4036 Maintenance - General	697	863	1,900	1,037		1,037	45.4%	
4037 Maintenance - Fire Alarm Syt	580	498	600	102		102	83.0%	
4039 Maint - Intruder Alarm	813	925	800	(125)		(125)	115.6%	
4041 Maintenance - Fire Extg Insp	32	0	160	160		160	0.0%	
4042 Maintenance - Gas Boiler etc	464	631	500	(131)		(131)	126.3%	
4061 Legionella Testing	118	230	235	5		5	97.9%	
4063 Maintenance - Plumbing	85	455	725	270		270	62.8%	
4065 Fire Prevention Sundries	0	540	600	60		60	90.0%	
4066 Keyholder Services	180	120	190	70		70	63.2%	
4500 Internal Redecorations	513	0	1,500	1,500		1,500	0.0%	
Holbrook Recreation Centre :- Indirect Expenditure	14,855	11,192	21,830	10,638	0	10,638	51.3%	0
Net Income over Expenditure	29,209	27,479	23,170	(4,309)				
403 Roffey Millennium Hall								
1000 Hall Lettings	53,792	31,852	57,000	25,148			55.9%	
1004 Equipment Sale/Sundry Income	474	490	0	(490)			0.0%	
1006 Refreshment Sale Income	602	984	0	(984)			0.0%	
Roffey Millennium Hall :- Income	54,867	33,327	57,000	23,673			58.5%	0
4011 NNDR	13,473	4,493	7,300	2,808		2,808	61.5%	
4012 Water Rates	848	1,308	1,200	(108)		(108)	109.0%	
4014 Electricity	6,515	2,794	5,125	2,331		2,331	54.5%	
4015 Gas	3,786	780	6,000	5,220		5,220	13.0%	
4016 Cleaning Materials	1,114	602	1,375	773		773	43.8%	
4017 Refuse Bin Clearance	1,570	1,154	1,664	510		510	69.4%	
4018 Sanitary Waste	92	92	230	138		138	40.0%	

Detailed Income & Expenditure by Budget Heading 30/11/2022

Month No: 8

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4019 Window Cleaning	605	464	990	526		526	46.8%	
4020 Refreshment Sale Cost/Sundries	221	281	300	19		19	93.7%	
4034 Maintenance - Electrical	939	803	2,000	1,197		1,197	40.2%	
4035 Maintenance - Elect Eqp Insp	520	450	550	100		100	81.8%	
4036 Maintenance - General	2,512	2,172	3,150	978		978	68.9%	
4037 Maintenance - Fire Alarm Syt	470	420	550	130		130	76.4%	
4039 Maint - Intruder Alarm	1,074	925	780	(145)		(145)	118.6%	
4040 Maintenance - Elevator	578	443	750	307		307	59.0%	
4041 Maintenance - Fire Extg Insp	139	86	160	74		74	53.7%	
4042 Maintenance - Gas Boiler etc	729	358	900	542		542	39.7%	
4044 Maintenance - Partition Wall	673	688	600	(88)		(88)	114.6%	
4061 Legionella Testing	158	308	260	(48)		(48)	118.3%	
4062 Air Conditionaig Maintenance	270	277	300	23		23	92.3%	
4063 Maintenance - Plumbing	521	353	1,300	947		947	27.2%	
4064 Lightning Conductor Works	682	0	300	300		300	0.0%	
4065 Fire Prevention Sundries	38	118	100	(18)		(18)	118.0%	
4066 Keyholder Services	180	120	190	70		70	63.2%	
4120 Roffey Hall Equipment	33	0	0	0		0	0.0%	
4500 Internal Redecorations	0	1,000	1,000	0		0	100.0%	
Roffey Millennium Hall :- Indirect Expenditure	37,739	20,486	37,074	16,588	0	16,588	55.3%	0
Net Income over Expenditure	17,128	12,841	19,926	7,085				
<u>901 Earmarked Reserves</u>								
4900 Repairs & Renewals Reserve	24,608	30,065	0	(30,065)		(30,065)	0.0%	30,105
Earmarked Reserves :- Indirect Expenditure	24,608	30,065	0	(30,065)	0	(30,065)		30,105
Net Expenditure	(24,608)	(30,065)	0	30,065				
6000 plus Transfer from EMR	24,608	30,085						
6001 less Transfer to EMR	0	20						
Movement to/(from) Gen Reserve	0	0						
Grand Totals:- Income	529,272	511,283	512,367	1,084			99.8%	
Expenditure	485,745	328,345	537,591	209,246	0	209,246	61.1%	
Net Income over Expenditure	43,527	182,938	(25,224)	(208,162)				
plus Transfer from EMR	24,608	30,085						
less Transfer to EMR	26,163	11,825						
Movement to/(from) Gen Reserve	41,972	201,198						

NORTH HORSHAM PARISH COUNCIL CALENDAR OF MEETINGS MAY 2023 to MAY 2024

Meetings are usually held at Roffey Millennium Hall starting at 7.30pm.
The press and public are welcome to attend meetings.

MAY 2023 Thursday 18 th Thursday 25 th	COUNCIL. Planning, Environment & Transport.	NOV 2023 Thursday 2 nd Thursday 23 rd Monday 27 th	COUNCIL. Planning Environment & Transport. Internal Controls WP (daytime)
JUN 2023 Thursday 1 st Thursday 8 th Thursday 15 th Thursday 22 nd Monday 26 th	Personnel Property Finance and Administration Planning, Environment & Transport Internal Controls WP (daytime)	DEC 2023 Thursday 7 th Thursday 14 th Thursday 21 st	Property. Finance and Administration. Planning, Environment & Transport.
JUL 2023 Thursday 6 th Thursday 20 th Thursday 27 th	COUNCIL Planning Environment & Transport. Personnel	JAN 2024 Thursday 11 th Thursday 25 th	COUNCIL. Planning, Environment & Transport
AUG 2023 Thursday 3 rd Thursday 17 th Thursday 24 th	Property Finance and Administration. Planning, Environment & Transport.	FEB 2024 Thursday 1 st Thursday 8 th Thursday 15 th Thursday 22 nd Monday 26 th	Personnel Property Finance and Administration Planning, Environment & Transport Internal Controls WP (daytime)
SEPT 2023 Thursday 7 th Thursday 14 th Thursday 21 st Monday 25 th	COUNCIL. Property. (Budget) Planning Environment & Transport. (Budget) Internal Controls WP (daytime)	MAR 2024 Thursday 7 th Thursday 28 th	COUNCIL Planning, Environment & Transport
OCT 2023 Thursday 5 th Thursday 12 th Thursday 26 th	Personnel (Budget) Finance and Administration (Budget) Planning Environment & Transport.	APR 2024 Thursday 4 th Thursday 11 th Monday 22 nd Thursday 25 th	Property Finance and Administration Annual Meeting of Electors of the Parish Planning, Environment & Transport
MAY 2024 Thursday 2 nd Thursday 9 th Thursday 23 rd	COUNCIL Personnel Planning, Environment & Transport		



Organisation action pledge form

Thank you for committing to take action to be more dementia-friendly.

Please fill out this form to register for the 'Working to become Dementia-Friendly' recognition scheme.

[This information will only be used by members of the community group to record your pledged actions and keep in touch about information relating to the dementia-friendly community.](#)

Contact Name/s	Sarah Norman
Organisation/business/group name	North Horsham Parish Council
What is your role?	Clerk to the Council
Email address	parish.clerk@northhorsham-pc.gov.uk
Telephone number	01403 750786
Address of organisation	Roffey Millennium Hall Crawley Road Horsham RH12 4DT

Please take some time to read the 'Small changes, big impact' guide we sent you and then use the form overleaf to tell us which actions you are committing to for 2022. These actions have been created in response to what people affected by dementia have told us would make a difference to them.



Action 1: People

- Encourage all our staff and volunteers to become Dementia Friends
- Offer our staff and volunteers additional dementia training
- Invite people affected by dementia to visit your premises or talk to your staff and volunteers to share their experience.
- Other (please share):

Action 2: Process

- Signpost our staff and volunteers to where they can get further dementia support
- Signpost our customers or service users to where they can get further dementia support
- Download the relevant Alzheimer's Society Sector guide and action at least one recommendation from it
- Review our staff policies to create a dementia friendly workplace
- Consider people affected by dementia when we redevelop new, or review existing, services and/or products
- Other (please share):

Action 3: Place

- Complete a dementia friendly environment audit and make changes
- Join our local Dementia Friendly Community and attend celebration events and meetings where possible
- Offer our space for dementia friendly activities
- Encourage other local businesses and organisations to become dementia friendly too
- Other (please share):

Horsham District Dementia Friendly Communities Action Plan

On 6th July 2017 North Horsham Parish Council joined the Horsham District Dementia Action Alliance, an initiative led by Alzheimer's Society, which is now known as Dementia Friendly Communities. The movement has one simple aim: to bring about a society-wide response to dementia. It encourages and supports communities and organisations across England to take practical actions to enable people to continue to live well with dementia and in the community they choose.

The National Dementia Declaration lists seven outcomes to achieve for people with dementia and their carers. In brief these are:-

1. Personal choice and control of influence over personal decisions.
2. Services that are designed to support the needs of those with dementia.
3. Support to promote independent living.
4. Being informed of where to get information.
5. Living in an enabling and supportive environment where those with dementia feel valued and understood.
6. Having a sense of belonging and being valued as part of family, community and civic life.
7. To recognize that research is delivering changes in how the disease can be managed and providing hope for the future.

North Horsham Parish Council has agreed an Action Plan for 2023-24 to support the outcomes within the National Dementia Declaration as follows:-

- To arrange for staff and Councillors to be trained as Dementia Friends and they will be encouraged to share their knowledge and techniques with others and lead by example.
- To invite people affected by dementia to visit our buildings, share their experiences and then take into consideration ways in which using the buildings could be made easier to use for those with dementia and/or other needs when undertaking any necessary work to the buildings.
- To work with other organisations to promote information that would be of use to those with dementia and other needs.
- To use a variety of ways of engaging with the community to ensure that as many residents as possible can become involved.

The challenges to delivering these outcomes are resources (especially time) and making people aware of the Parish Council's commitment to being as inclusive as possible to all residents.

Adopted 6th July 2017
Reviewed November 2020
Reviewed January 2023
Next Review January 2024

North Horsham Parish Council Meeting on 12th January 2023

Correspondence List 1 from 3rd November 2022 to 4th January 2023

Below is a list of correspondence received at the Parish Council Office which has been circulated via email to all Councillors.

1.

West Sussex County Council

- Funding success for creative businesses in West Sussex
- West Sussex Recycles: food rescue, battery disposal and more...
- WSCC - NIGHTTIME closure of Fitzalan Road, Horsham
- A24 Worthing to Horsham Corridor Feasibility Study - stakeholder report and update
- News Release : Up to £1.8million awarded to further spread the West Sussex Electric Vehicle Chargepoint Network
- An update on Horsham County Local Forum (*Abolished by WSCC October 2022*)
- News Release : Share your ideas on the Resident Climate Action Hub
- Highways - TTRO for closure of Rusper Road 18.11.22
- News Release : Employment support available for friend and family carers
- News Release : Could you transform a child's life by sharing yours? Speak to us about fostering
- News Release : EPIC Awards celebrate talents and achievements of young people
- Town & Parish News Special edition: Contacting county councillors
- Proposed permanent Traffic Order electric vehicle bays Horsham District various parishes & roads - TRO/HOR9001/RC
- News Release : Free holiday activities and food returns this winter: book places now
- Enhanced Partnership Statutory Stakeholder Consultation (*To be noted at the December PET Meeting*)
- Financial support, shop local, win some West Sussex sparkle!
- Read our latest edition of Community Matters
- News Release - £7.4million worth of road surface improvements completed in just six months at 197 sites countywide
- News Release : West Sussex Fire & Rescue Service pays tribute to staff at prestigious awards ceremony
- News Release : Help shape plans for primary education in Worthing and Durrington
- News Release : Alcohol licence suspended after Trading Standards crackdown
- Public Notice - Temporary Traffic Regulation Order - Langhurst Wood Road, Horsham 5/12/22
- News Release : Student recycling project proving a success
- News Release : West Sussex County Council becomes fourth local authority to be granted lane rental powers
- West Sussex Recycles: Christmas, Recycling Centre opening hours, and more...
- News Release : Enforcement cameras go live to help bus travel in Broadbridge Heath
- News Release : Free holiday clubs are available but filling up fast
- A24 Horsham to Dorking Corridor Feasibility Study - stage 1 stakeholder feedback report and study update
- WSCC - Have yourself a safe and merry Christmas!
- News Release : Vulnerable road users and active travel at heart of new speed limit policy
- News Release : West Sussex Libraries launches countywide reading challenge for 2023

2.	<p><u>Horsham District Council</u></p> <ul style="list-style-type: none">• Horsham Climate Action outputs• Twitter Digest 04.11.22• Latest news: Remembrance Sunday in Horsham; Calling all job seekers: come to our Careers Fair; New market in Billingshurst• Twitter Digest 11.11.22• Wilder Horsham District workshop• Twitter Digest 18.11.22• Latest news: More EV charge points approved; Christmas events; Trees arrive for the Queen's Green Canopy• Twitter Digest 25.11.22• Read the new Our District magazine: November 2022 edition• Climate Action Planning workshop notes• Cllr John Milne - Copy email from Jeremy Quin MP regarding Parsonage Road level crossing• Twitter Digest 02.12.22• Cost of Living Fund• Confirmation of acceptance of Lambs Crescent Green as ACV• Horsham District Local Plan ** Delay of the Cabinet meeting scheduled for 15 December to consider the Local Plan**• Polling Station Changes - 4 May 2023 ** <i>Members asked for any comments</i>**• Latest news: Horsham Skatepark now open; New skills sessions for businesses; Council support boosts local sports injury clinic• Twitter Digest 09.12.22• Twitter Digest 16.12.22• Latest news: Christmas donations from Council staff; Helping people facing homelessness; Take on a Mystery Trail this Christmas• Twitter Digest 23.12.22• Twitter Digest 30.12.22•
3.	<p><u>National Association of Local Councils (NALC)</u></p> <ul style="list-style-type: none">• White Ribbon Day• Chief Executive's Bulletin 04.11.22• Events 08.11.22• Newsletter 09.11.22• Chief Executive's Bulletin 11.11.22• Events 15.11.22• Newsletter 16.11.22• Chief Executive's Bulletin 18.11.22• Events 22.11.22• Newsletter 23.11.22• Chief Executive's Bulletin 25.11.22• Events 29.11.22• Newsletter 30.11.22• Chief Executive's Bulletin 02.12.22• Events 06.12.22• Chief Executive's Bulletin 09.12.22• Open Letter• Newsletter 14.12.22• Events 15.12.22• Chief Executive's Bulletin 16.12.22• Events 20.12.22• LCR Magazine• Events 03.01.23

4.	<p><u>Neighbourhood Alert/Sussex Police/ Neighbourhood Watch/Action Fraud</u></p> <ul style="list-style-type: none"> • NHW - Thank you -- from the new Chair of Horsham District NW Association [#52525393] • NHW - OUR NEWS - Neighbourhood Watch national newsletter for England and Wales [#53417896] • Sussex Alerts - Horsham News and Alerts [#53606390] • NHW - FREE 'Stand up against street harassment' bystander webinar [#53861897] • Sussex Alerts - Horsham News and Alerts [#55477967] • NHW - December OUR NEWS - Neighbourhood Watch national newsletter for England and Wales [#56640291] • Sussex Alerts - Horsham News and Alerts [#57221352] • Action Fraud - Fraudsters stole £15.3m from Christmas shoppers last year [#57932882] • Sussex Alerts - Horsham News and Alerts [#59090121] • NHW - Incident Information from WSCC Resilience and Emergencies Team - Met Office Level 3 Cold Weather Alert [#60559448] • NHW - Please join the Priority Services Register or update any existing registrations [#60610078] • Sussex Alerts - Horsham Police Weekly Bulletin [#60657239] • NHW - Have your say on Sussex Police funding and priorities [#60677420] • Horsham News and Alerts [#61059726] • Sussex Alerts - Fraud Newsletter - December 2022 [#61378601] • Sussex Alerts - Appeal- Theft [#61562040] • Sussex Alerts - Horsham News and Alerts [#62407762] • Sussex Alerts - Horsham News and Alerts [#63467020] • Sussex Alerts - Horsham News and Alerts [#65513912] • NHW - Get Safe Online - Holiday and Travel Booking [#67667666] • Sussex Alerts - Horsham News and Alerts [#67786625]
5.	<p><u>West Sussex Association of Local Councils (WSALC)</u></p> <ul style="list-style-type: none"> • Civility and Respect - Latest newsletter • AGM Notes
6.	<p><u>Horsham Association of Local Councils (HALC)</u></p> <ul style="list-style-type: none"> • Draft Minutes of the HALC/HDC Meeting held 30th November 2022
7.	<p><u>Gatwick Airport</u></p> <ul style="list-style-type: none"> • FASI-S Parish Council Stakeholder Briefing Sessions December 2022 • FASI-S Parish Council Stakeholder Briefing Sessions December 2022 Slide Deck • FASI-S Stakeholder Iterative Option Appraisal Engagement Invitation January 2023
8.	<p><u>NHS Sussex</u></p> <ul style="list-style-type: none"> • The Winter Weekly - 2 November 2022 • The Winter Weekly - 9 November 2022
9.	<p><u>Sussex Police</u></p> <ul style="list-style-type: none"> • PCC - Sussex Police Funding & Priorities Survey
10.	<p><u>Other Correspondence</u></p> <ul style="list-style-type: none"> • West Sussex Mind - November 2022 news update • Citizen's Online - Invitation : West Sussex Digital Access, Inclusion, & Safety Strategy Development Workshop - Thursday 24 November 11am-1pm • Southern Water - Draft Water Resources Management Plan and invitation to Webinar on 29th November 2022

	<ul style="list-style-type: none"> • Cllr. Andrew Baldwin - Update : The recent changes to the road under the railway bridge in Pondtail Road • Environment Agency - Update: Environmental permit variation application number: EPR/CB3308TD/V002 **Permitted** • West Sussex Mind - Supporting Ukrainian Hosts • AiRS - Community Led Planning • Horsham Green Spaces Society - Notification of walk organised with Wilder Horsham on Monday 12th December with route including Earles Meadow and Amberley Close Open Space • Wilder Horsham - Nature Recovery Workshop - 2nd Feb 2023 • Southern water - Stakeholder update and cost of living support • Southern Water - Water resources webinars - links to recordings • Gatwick Airport - Gatwick Airport FASI-S Parish Council Stakeholder Briefing Sessions December 2022 Slide Deck • Reminder about Wilder Horsham - Nature Recovery Workshop - 2nd Feb 2023 (circulated separately to all Councillors) • West Sussex Mind - News update, December 2022 • Wilder Horsham - Rescheduled date of 9th January for walk taking in Earles Meadow. • Sussex Green Living - Proposal for Parish Council : to bring Pop-up Mobile Unit to your local community
11.	<p><u>Resident letters</u></p> <ul style="list-style-type: none"> • Email from resident regarding seating at bus stops • Email from residents' association asking for dog waste bin installation (<i>includes response advising that NHPC Policy is to not install new bins on ground not owned by the Parish Council</i>) • 2 x emails received from resident regarding increase in litter warden activity in Rusper Road (<i>including response sent by Parish Clerk</i>)