



# North Horsham Parish Council

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6<sup>th</sup> February 2025

## **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 13<sup>th</sup> February 2025 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.

*S.J. Norman*

Sarah Norman  
Clerk to the Council

### **Committee Members:**

Cllr K. Burgess, Cllr J Davidson, Cllr R Knight, Cllr D Mahon, Cllr S Raby, Cllr T Ricket B.E.M, Cllr D Searle, Cllr J Smithurst, Cllr S Torn, Cllr G Turner

## **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**

**Decision: 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.

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

### **4. Minutes**

Circulated previously.

**Decision: To approve and sign the Minutes of the Meeting held on 5<sup>th</sup> December 2024.**

### **5. Chairman's Announcements - for information and noting only**

**Decision: To note any announcements.**

### **6. Finance**

See Committee Report, Appendix A and the detailed I & E report circulated via email with the agenda.

**Decision:**

- (i) To note the Financial Report to 31<sup>st</sup> December 2024 and ratify any overspent budget.**
- (ii) To recommend to the Finance & Administration Committee that the expenditure for projects previously approved, but not completed by 31st March 2025, is earmarked.**

**7. Completed Works**

See Committee Report.

**Decision: To note the completed works and ratify any detailed expenditure.**

**8. On-going Works**

See Committee Report.

**Decision: To note the on-going works and ratify any detailed expenditure.**

**9. Veteran Oak Tree at Earles Meadow**

See Committee Report & Appendix B

**Decision: To consider the proposal for a sign and its location, decide on funding and consider delegating final design matters.**

**10. Trees in Amberley Close Allotments**

See Committee Report

**Decision: Consider the resident's comments and decide if any work should be undertaken.**

**11. Earles Meadow**

See Appendix C

**Decision: To note the Earles Meadow Conservation Group (EMCG) Management Action Plan.**

**12. Multi-court Floodlights**

See Committee Report

**Decision: To consider servicing and producing an Electrical Condition Report for the multi-court floodlights, totalling £1140.00 + vat, to be funded from the 'Multi-courts Maintenance' budget.**

**13. Three Yearly Tree Inspection**

See Committee Report

**Decision: To consider the quotations for the three yearly tree inspection, to be funded from 'Tree Management Work' EMR.**

**14. Flooring Repairs**

See Committee Report

**Decision: To consider repairing the floors at North Heath Hall (NHH), totalling £500.00 + vat and at Roffey Millennium Hall (RMH), totalling £1500.00 + vat, both to be funded from R&R EMR.**

**15. Wish List – All Buildings**

See Committee Report & Appendix D

**Decision: To consider the items on the wish list and agree funding.**

**16. Tree Concerns**

See Committee Report

**Decision: To note the concerns raised and consider if any action should be taken.**

**17. Maintenance Repairs**

See Committee Report

**Decision: To consider carrying out maintenance repairs, totalling £284.00 & £850.00, to be funded from the 'Open Spaces' budget.**

**18. Date of Next Meeting**

**Decision: To note the next meeting to be held on Thursday 3rd April 2025.**

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