



North Horsham Parish Council

Roffey Millennium Hall,
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9th April 2026

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 16th April 2026 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 D Searle, Cllr J Smithurst, Cllr S Torn, Cllr T Ricket B.E.M

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 5th February 2026.

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

Decision: To note any announcements.

6. Finance

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

Decision: To note the Financial Report to 28th February 2026.

- 7. Completed Works**
See Committee Report.
Decision: To note the completed works and ratify any detailed expenditure.
- 8. On-going and Planned Works**
See Committee Report.
Decision: To note the on-going and planned works and ratify any detailed expenditure.
- 9. Proposed Maintenance**
See Committee Report
Decision:
 - (i) To consider cutting back overgrown vegetation over the stream at Holbrook Tythe Barn (HTB), totalling £620.00 to be funded from the 'Open Spaces' budget.**
 - (ii) To consider repairing the playground entrance surface at HTB, totalling £475.00 to be funded from the 'Play Area & M Crts Maintenance' budget.**
- 10. Review of Parish Council's Health & Safety Risk Assessment Document**
See Committee Report
Decision: To review, approve and recommend to Full Council the updated Health & Safety Risk Assessment Document.
- 11. Playground Inspection Works**
See Committee Report
Decision:
 - (i) Members to agree that if any urgent works from the playground inspection are required, due to health and safety, the Clerk will authorise under delegated authority.**
 - (ii) Members to agree that the Clerk will authorise to carry out any necessary wet pour repairs, under delated authority.**
- 12. Exclusion of Press and Public**
Decision: 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.
- 13. Increased Hire Charges at NHH**
See Appendix B - Confidential
Decision: To consider hirer request.
- 14. Date of Next Meeting**
Decision: To note the next meeting to be held on Thursday 4th June 2026.

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