



North Horsham Parish Council

Roffey Millennium Hall,
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30th July 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 6th August 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 4th June 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 30th June 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. End Flowerbed at Holbrook Tythe Barn (HTB)**
See Committee Report
Decision:
- (i) **To note the recommendations from the meeting with the Facilities Officer and the representative of the Horticultural Society and decide on further actions to improve the flowerbed.**
 - (ii) **To consider preparing the end flowerbed for future planting as detailed in the committee report, totalling £570.00 to be funded from the 'Open Spaces' budget.**
- 10. Playground Inspection Works**
See Committee Report & Appendix B & C
- (i) **Decision: To note the inspection reports and consider carrying out the works in the collated reports, totalling £6200.54 + vat on materials, to be funded from the 'Play Area & M Crts Maintenance' budget.**
 - (ii) **Decision: To consider the options for repair or replacement as detailed in the Committee Report.**
 - (iii) **Decision: To note the update regarding wet pour repairs.**
- 11. Blind at HTB**
See Committee Report
Decision: To consider installing a remote-controlled blind in the main hall at HTB, totalling £803.73 + vat, to be funded from the 'R&R' EMR.
- 12. Goat Willow Tree**
See Committee Report
Decision: To consider felling the remainder of a Goat Willow tree in Earles Meadow, totalling £120.00, to be funded from the 'Open Spaces' budget.
- 13. Boiler & Hot Water System at North Heath Hall (NHH)**
See Committee Report
Decision: To consider a boiler isolation system at NHH, totalling £435.00 + vat, to be funded from 'R&R' EMR.
- 14. Patio at HTB**
See Committee Report
Decision: To consider repairing a strip of the patio area, totalling £1110.00, to be funded from 'R&R' EMR.
- 15. Date of Next Meeting**
Decision: To note the next meeting to be held on Thursday 15th October 2026.

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