

Issued: May 14th 2019

Notice of Meeting

You are hereby summoned to the **Annual Meeting** of Worth Parish Council to be held at 1st Floor, The Parish Hub, Borers Arms Road, Copthorne, on **Monday 20th May 2019 at 19.30hrs** when the following business will be considered and transacted.

Mrs. J. Nagy
CLERK TO THE COUNCIL

AGENDA

- 1. Election of Chairman & Acceptance of Office** – to elect a Chairman for 2019/2020 and to receive his/her acceptance of office
- 2. Election of Vice Chairman & Acceptance of Office** - to elect a Vice Chairman for 2019/2020 and to receive his/her acceptance of office
- 3. Election Results** - to note the recent election results for the Parish Council held on 2nd May and to resolve to agree that those Members yet to sign their declaration of acceptance of office be allowed to do so before or at the next ordinary meeting of the Council in accordance with Local Government Act 1972 sch 12.
- 4. Public Question Time – 15 minutes** – to receive and act upon if considered necessary, comments made by members of the public.

The public are welcome to ask questions of the Council on matters that arise under its remit. The question should not be a statement and it would be appreciated to be kept short, to maximise the time for other questions. The chairman will call the question from those who are indicating that they wish to speak.

- 5. Apologies** – to receive and approve apologies for absence
- 6. Declarations of Disclosable Pecuniary and Other Interests** – to receive any declarations of interest from Councillors
- 7. Minutes** – to discuss, amend if necessary and thereafter approve the Minutes of the Council meeting held on Monday, 29th April 2019
- 8. Chairman's Announcements** – to receive any announcements by the Chairman of the Council.
- 9. Correspondence & Action Lists** - to note correspondence received and actions since the last meeting

10. Committees – to report and adopt the Minutes including recommendations as a true and correct record of the following Committee Meetings:

- **Planning & Highways Committee: 15th April 2019**
Date of next meeting: 3rd June 2019

11. Attendance at meetings - to receive and note a report of Councillors' attendances at meetings of Council and Standing Committees during 2019/2020

12. Committee Structure - to appoint Standing Committees for 2019/2020 for

- General Purpose & Finance Committee (12 members)
- Planning & Highways Committee (12 members)
- Human Resources Committee (6 members)
- Joint Neighbourhood Plan Committee (8 members, four from each ward)
- Allotment Sub-Committee, reporting to General Purpose & Finance Committee (6 members)

In addition, to appoint the following Advisory Sub Committees, reporting to the Joint Neighbourhood Plan Committee

- Copthorne Neighbourhood Plan Advisory Sub Committee (12 members, 6 councillors and 6 members of the public)
- Crawley Down Neighbourhood Plan Advisory Sub Committee (12 members, 6 councillors and 6 members of the public)

13. Appointment of Committee Chairman – to appoint Chairmen to all the above Committees, Sub Committees and Advisory Sub Committees, and to receive their acceptances of office. Vice Chairmen will be elected at the first meeting of that Committee, Sub Committee or Advisory Sub Committee.

14. Community Land Trust Working Party – to appoint members of the Community Land Trust Working Party (up to 6 members, including members of the public)

15. Additional Working Parties – to consider the creation of two new working parties whose purpose is to enhance the environments of both Copthorne and Crawley Down

16. Appointment to Outside Bodies – to appoint Council representatives to outside bodies for 2019/2020

17. General Power of Competence – to affirm that the Council complies with Section 1 of the Localism Act 2011 and therefore has the General Power of Competence.

18. Councillor Allowances – to receive and agree the draft Members Allowance Policy

19. Council Policies – to consider and to re-affirm the following Policies:

- Financial Regulations
- Risk Management Plan

20. Accounts – to receive and approve expenditure lists and report on current financial situation to 20th May 2019, and to approve other financially related matters if necessary, including

- Provision of consultancy support for the Copthorne Neighbourhood Plan

- 21. Mid Sussex District Council Section 106 Facility Grant Application** – to consider agreeing allocation of s106 monies to the sum of £26,000 for improvements at the Haven Centre, Crawley Down
- 22. Reports from representatives attending outside meetings** – to receive and note reports from Councillors and the Clerk in relation to any meetings attended on behalf of the Council
- 23. Personnel**** – to discuss any staff and pension related matters if required.
- 24. Date of the next meeting - Monday, 24th June 2019**

****The press and public may be excluded from this item in accordance with the Public Bodies (Admissions to Meetings) Act 1960 s1 due to the confidential nature of the matter to be discussed**

ALL MEMBERS OF THE PUBLIC HAVE THE RIGHT TO ATTEND, AND ARE WELCOME AT MEETINGS