



Turners Hill Parish Council
The Ark
Mount Lane
Turners Hill
West Sussex RH10 4RA
01342 712226
turnershillpc@btconnect.com

TO ALL COUNCILLORS

28th April 2021

You are summoned to attend the virtual ANNUAL MEETING OF THE PARISH COUNCIL to be held on TUESDAY 4th May 2021 at 7:30pm.

C. A. Marsh

Clerk to the Council

A G E N D A

- 1 Election of Chairman for the coming year and to receive the Chairman's Declaration of Acceptance of Office.
- 2 Apologies
- 3 Election of Vice Chairman for the coming year.
- 4 Annual Report
- 5 To appoint signatories for the Parish Council Bank Accounts. Currently Mr Forbes, Mrs Jarvis and Mr O'Grady. Mrs Bannister is a signatory in order to manage the account and Mrs Marsh is a signatory in order to have use of the Council debit card.
- 6 To appoint two representatives for the West Sussex Association of Local Councils meeting (only the named representatives can vote at the Annual Meeting). Currently Mr Forbes and Dr Gibson.
- 7 To appoint at least one representative to attend the West Sussex County Local Committee meetings – currently Mrs Steggles
- 8 To appoint at least one representative to attend the Mid Sussex District Council Emergency Planning Liaison Group Meetings – currently Mrs Jarvis and/or the Clerk

- 9 To appoint at least one representative to attend the Mid Sussex Association of Local Council Meetings – currently Mr Forbes and Mr O’Grady
- 10 To appoint two representatives to carry out the allotment inspections in June and September – currently Mrs Hughesdon and Mr O’Grady
- 11 Staff Management Committee – to appoint three Parish Councillors to the committee – currently Dr Gibson, Mr Palin and Mrs Steggles together with the Chairman.
- 12 Ark Community Executive - to appoint two Parish Councillors to the committee. Other members are the Chairman, Clerk and the RFO. Currently Mrs Jarvis and Mr Palin. Suggested dates are Tuesday 11th May, Thursday 19th August, Tuesday 9th November 2021 and Tuesday 8th February 2022
- 13 Finance Committee - to appoint up to two Parish Councillors to the committee. Other members are the Chairman, Vice Chairman, Clerk and RFO. Currently Mrs Jarvis and Mr Palin. Suggested dates are Tuesday 22nd June, Tuesday 12th October 2021, Thursday 13th January and Tuesday 12th April 2022
- 14 Neighbourhood/VES Committee – to appoint three Parish Councillors to the committee. Currently Dr Gibson, Mrs Hughesdon and Mrs Jarvis
- 15 Insurance Cover Renewal
To consider renewal of insurance due on 1st June 2021 (attached)
- 16 To consider payment of the following annual subscriptions:
G.A.C.C. £10.00
National Association of Local Councils £95.05
West Sussex Association of Local Councils £392.11
- 17 To receive and approve the Statement of Accounts for the year ending 31st March 2021 (attached)
- 18 To appoint a Councillor to carry out the Quarterly Bank Reconciliation as prepared by the RFO – currently Mrs Jarvis
- 19 Gatwick – to appoint at least one representative to attend the CAGNE and GACC meetings and also to receive all e-mails from the Clerk with regard to Gatwick - currently Dr Gibson
- 20 To appoint at least one representative to attend the Mid Sussex District Council Health and Wellbeing Meetings – currently Mrs Steggles
- 21 To decide dates and times of ordinary meetings of the Council for the coming year. Meetings are normally held on the first Tuesday of each month other than the January meeting which is on the second Tuesday.
- 22 Record of attendance for the past year (attached)

PARISH COUNCIL MEETING

- 23 Fifteen Minutes for Public Participation
- 24 Declarations of interest in any agenda item listed
- 25 Chairperson's Announcements
- 26 To confirm the Minutes of the Meeting held on 6th April 2021 (attached)
- 27 Matters currently being pursued - report by the Clerk
- 28 Planning Applications
To consider the following applications:
 - DM/21/1191 E Goldsmith, 16 Medway
Single storey rear extension with landscaping. Single storey front porch extension.
 - DM/21/0179 Mr I Caldwell, Rowfant Sawmills, Wallage Lane, Rowfant
Outline application for the erection of six three bed dwellings. All matters reserved except for landscaping.
 - DM/21/0911 Dean Pearce, Seaview Cottage, Selsfield Road
Single storey rear extension with side bay window
- 29 Report on Previous Applications
- 30 To consider a stall at the Village Fete on 18th July 2021 and if considered, names of volunteers required to man the stall
- 31 To consider how the Parish Council will return to face-to-face meetings safely after 7th May 2021 (attached)
- 32 To consider and adopt the Covid-19 Risk Assessment for the return of face-to-face meetings (attached)
- 33 To consider the Parish Council's Response to The Local Government Boundary Commission for England's Consultation on Ward Boundaries for Mid Sussex (attached)
- 34 To consider the Parish Council's Response to the Local Authority Remote Meetings: Call for Evidence. This is following the Government's ruling that Local Authority Meetings will no longer be able to be held virtually after 7th May 2021 (attached)
- 35 To receive a report on the MSALC Special Meeting held on 8th April 2021 (report to follow)

- 36 To receive a report on the CAGNE Forum held on 8th April 2021 and attended by Dr Gibson (report to follow)
- 37 To receive a report on GACC Council's Briefing on Gatwick Issues and attended by Dr Gibson (report to follow)
- 38 Accounts Due for Payment
Details attached – please submit any questions on the accounts to the Clerk by 3rd May so that the correct information can be reported at the meeting
- 39 Correspondence