



Turners Hill Parish Council
The Ark
Mount Lane
Turners Hill
West Sussex RH10 4RA
01342 712226

office@turnershillparishcouncil.gov.uk
www.turnershillparishcouncil.gov.uk

TO ALL COUNCILLORS

26th April 2022

You are summoned to attend the ANNUAL MEETING OF THE PARISH COUNCIL to be held on TUESDAY 3rd May 2022 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 Forum meetings – currently Mrs Steggles
- 8 To appoint at least one representative to attend the Mid Sussex Association of Local Council Meetings – currently Mr Forbes and Dr I Gibson

- 9 To appoint two representatives to carry out the allotment inspections in June and September – currently Mrs Hughesdon and Mr O’Grady
- 10 Staff Management Committee – to appoint three Parish Councillors to the committee – currently Dr Gibson, Mr Palin and Mrs Steggles together with the Chairman and Clerk.
- 11 Ark Community Executive - to appoint two Parish Councillors to the committee. Other members are the Chairman, Clerk and the Deputy Clerk. Currently Mrs Hughesdon and Mrs Jarvis. Suggested dates are Thursday’s at 10am on 16th June, 13th October 2022, 19th January and 13th April 2023.
- 12 Finance Committee - to appoint up to two Parish Councillors to the committee. Other members are the Chairman, Vice Chairman, Clerk and Deputy Clerk. Currently Mrs Hughesdon and Mrs Jarvis.
It has been recommended by the current Finance Committee, the Clerk will provide a quarterly report with meetings being held at the end of the Financial Year and to set the budget. Suggested dates are Thursday’s at 10am on 10th November 2022 and 20th April 2023.
- 13 Neighbourhood/VES Committee – to appoint three Parish Councillors to the committee. Other members are the Chairman, Clerk and Deputy Clerk. Currently Dr Gibson, Mrs Hughesdon and Mrs Jarvis
- 14 To consider payment of the following annual subscriptions:
G.A.C.C. £10.00
National Association of Local Councils £96.77
West Sussex Association of Local Councils £448.19
- 15 To receive and approve the Statement of Accounts for the year ending 31st March 2022 (attached)
- 16 To appoint a Councillor to carry out the Quarterly Bank Reconciliation as prepared by the RFO – currently Mrs Jarvis
- 17 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
- 18 To appoint at least one representative to attend the Mid Sussex District Council Health and Wellbeing Meetings – currently Mrs Steggles
- 19 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.
- 20 Record of attendance for the past year (attached)

PARISH COUNCIL MEETING

- 21 Fifteen Minutes for Public Participation
- 22 Declarations of interest in any agenda item listed
- 23 Chairman's Announcements
- 24 To confirm the Minutes of the Meeting held on 5th April 2022 (attached)
- 25 Matters currently being pursued - report by the Clerk
- 26 Planning Applications
To consider the following applications:

DM/22/0545 Mr Paul Bilton, Worth School, Worth Abbey, Paddockhurst Road
Alterations to the second floor of the main teaching block from a library to 6 no. teaching spaces. Replacement of clerestory windows and all windows to the main teaching block, the addition of new reverse dormer full height windows, the replacement skylights, installation of roof ventilation cowls and alterations to the entrance of Butler House. (Revised drawings and design and access statement received 19.04.2022)
- 27 Report on Previous Applications
- 28 To receive a report on the Mid Sussex Wellbeing Meeting held on 31st March 2022 and attended by Mrs Steggles (attached)
- 29 To consider a Councillor becoming an honorary member of Central Sussex Rotary through their newly established 'Councillors Forum' (attached)
- 30 To receive the minutes of the Finance Committee Meeting held on 14th April 2022 (attached)
- 31 Notes on the walkabout meeting held on 21st April 2022 and attended by Mrs Marsh and Mrs Bannister (attached)
- 32 To consider a new Lease for the photocopier (attached)
- 33 To consider a cabinet to be installed at the same time the street light on the Village Green is installed in order for the Christmas Tree lights to be connected to the power. At the time of preparing the agenda the quote has not been received, however, we have been given a guide price of around £1,500.00, and the quote will be presented at the meeting (attached)

- 34 Accounts Due for Payment
 Details attached – please submit any questions on the accounts to the Clerk by the morning of 3rd May so that the correct information can be reported at the meeting

- 35 Correspondence