



Turners Hill Parish Council
The Ark
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TO ALL COUNCILLORS

30th April 2025

You are summoned to attend THE ANNUAL MEETING OF THE PARISH COUNCIL to be held on TUESDAY 6th MAY 2025 at THE ARK at 7:30 pm.

C. Jim

Clerk to the Council

A G E N D A

- 1 Election of Chairman for the coming year and to receive the Chairman's signed Declaration of Acceptance of Office
- 2 Apologies
- 3 Election of Vice Chairman for the coming year
- 4 Annual Report
- 5 To confirm signatories for the Parish Council Bank Accounts. Currently Cllrs Forbes, Jarvis and Hughesdon. Mrs Jim is a signatory to manage the account and has use of the Council debit card. Recommendation is for Miss Norman (assistant Clerk) to be added to all accounts in June.
- 6 To confirm representatives/roles as follows:
 - a Two representatives for the West Sussex Association of Local Councils meeting (only the named representatives can vote at the Annual Meeting). Currently only Cllr Gibson.
 - b At least one representative to attend the Mid Sussex Association of Local Council Meetings. Currently only Cllr Gibson.
 - c One representative to carry out the allotment inspections in June and September. Currently Cllr Hughesdon.
 - d Gatwick – to appoint at least one Councillor to attend the CAGNE and GACC meetings and also to receive all e-mails from the Clerk with regard to Gatwick. Currently Cllr Coote.
 - e One Councillor to carry out the Quarterly Bank Reconciliation as prepared by the RFO. Currently Cllr Jarvis.

- f Three Parish Councillors to the Staff Management Committee. Currently Cllrs Gibson, J.Forbes and Marsh together with the Chairman.
 - g Two Parish Councillors to the Ark Community Executive Committee. Currently Cllrs Hughesdon and Jarvis together with the Chairman. Suggested meeting dates are Thursdays at 10am. The next meeting is proposed on 17th July 2025, October 2024 - TBC, January 2026 – TBC and April 2026.
 - h Two Parish Councillors to the Finance Committee. Currently Cllrs Hughesdon and Jarvis together with the Chairman. Suggested dates are Thursdays to take place after the Ark Committee in October 2025 and April 2026. In addition, the Clerk provides a report at the end of quarter one and quarter three.
 - i Three Parish Councillors to the Neighbourhood Plan Committee. Currently Cllrs Gibson, Hughesdon and Jarvis together with the Chairman.
 - j Two Parish Councillors to the Roads and Vehicle Working Group. Currently Cllrs J. Forbes and Marsh.
- 7 To consider continuation of payment for the following annual subscriptions:
Gatwick Area Conservation Campaign - £10
Communities Against Gatwick Noise and Emissions - £10
- 8 To note subscription payments to the following for organisations:
National Association of Local Councils £108.75
West Sussex Association of Local Councils £480.00
- 8 To receive and approve the Accounts for the year ending 31st March 2025 ([attached](#))
- 9 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.
- 10 To note the record of attendance for the past year ([attached](#))

PARISH COUNCIL MEETING

- 11 Declarations of interests in any agenda item listed
- 12 Fifteen minutes for public participation
- 13 Chairman's announcements
- 14 To confirm the minutes of the meeting held on 1st April 2025 ([attached](#))
- 15 Matters currently being pursued - report by the Clerk

- 16 Planning Applications – to consider:

DM/25/0850 Land at Tulleys Farm
Removal/Variation of Condition - Variation of condition 2 of planning application DM/21/2136 - To enable works to commence on construction of access ahead of approval of details reserved by condition in relation to the Flood Emergency Evacuation Plan.
- 17 Report on previous planning applications
- 18 To review and approve the following policies:
 - a Standing Orders ([attached](#))
 - b Community Emergency Plan ([attached](#))
- 19 Finance Committee:
 - a To confirm the Minutes of the meeting held on 24th April ([attached](#))
 - b To agree to transfer £1,500 from general reserves into the Repairs and Renewals Fund
- 20 The Ark Community Executive Committee:
 - a To confirm the Minutes of the meeting held on 24th April ([attached](#))
- 21 To review and approve the Action Plan for 2024-2026 ([attached](#))
- 22 To consider grant application from KSS Air Ambulance ([attached](#))
- 23 To note that an electricity supplier needs to be selected to commence in June ([attached](#)) – and to consider any additional quotes provided after the publication of the agenda - to note that these prices are likely to change so consider giving delegated authority to the Clerk to enter a contract with the best value supplier.
- 24 Accounts Due for Payment
Details ([attached](#)) – please submit any questions on the accounts to the Clerk by 6th May so that the correct information can be reported at the meeting.
- 25 Correspondence