

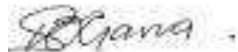
Full Parish Council - Agenda

Clerk: Mrs Beverley O'Garra
Tel: 01825 791919
E-mail: hkparishcouncil@gmail.com

Rear of Village Hall,
The Green,
Horsted Keynes,
West Sussex,
RH17 7AP

05th November 2015

Members of the Horsted Keynes Parish Council are summoned to a meeting to be held in the Village Hall on Tuesday 10th November 2015 at 07.30 p.m.



Beverley O'Garra
Clerk

Members of the public and press are welcome and encouraged to attend

The first 10 minutes of the meeting will be available for the public to express a view or ask a question on relevant matters on the following agenda. The public are also welcome to stay and observe the rest of the meeting.

AGENDA:**11.1 To receive apologies for absence****11.2 To receive Declarations of Interests from Councillors in respect of any matter on the agenda.**

(Members are invited to make any declarations of personal or prejudicial interests that they may have in relation to items on the agenda and are reminded to make any declarations at any stage during the meeting if it then becomes apparent that this may be required when a particular item or issue is to be considered.)

11.3. Minutes of previous meeting held on 06th October 2015 to be agreed and signed as a true record.**11.4. Matters arising from the previous Minutes not covered elsewhere on this agenda.****11.5. Receive reports from the County Councillor and District Councillor****11.6. Receive, consider and reply to communications received:**

11.6.1. To note all items of correspondence and Newsletters received and recorded for information.

11.6.2. To receive, consider and reply to all items of correspondence requiring action.

11.7. Planning

11.7.1. To receive written report on Planning Applications received and MSDC decisions.

(Agenda for Planning Committee meeting 10/11/2015 attached for information)

11.8. Finance

11.8.1. To authorise schedule of payments and note receipts and year to date expenditure.

11.8.2. To note changes in HMRC VAT reclaim process requiring manual input online or minimum of 20 entries in an electronic file. For efficiency, Clerk has instructed RFO to submit an electronic file claim when 20 entries are available.

11.8.3. To note WSALC and NALC membership fees for 2016/17 and consider continued membership to allow costs to be budgeted appropriately.

(2016/17 - WSALC £358.88 / NALC £81.71 – total £440.69 (based on electorate of 1238) =3.96% increase)

11.9. Toilets, Greens & Recreation Ground / Highways

11.9.1. To receive verbal report from TGR Committee members.

11.9.2. To receive update from the Clerk following meeting with MSDC regarding increase to number of Fido bins in Horsted Keynes.

11.9.3. To consider request to the Council that it support a potential application by Mr and Mrs MacNaughton for a Stopping Up Order to be issued by WSCC to revert an area of land adjacent to 14 Jeffries (currently designated as WSCC Highways land but hedged by applicant) to homeowner ownership.

11.9.4. To report Highway repairs within the Parish that require attention.

Full Parish Council - Agenda

11.10. General

- 11.10.1. To consider RFO recommendation that a one-off confidential waste collection is arranged to remove and shred all documentation held in the Parish Council office that is no longer required under document retention policy. *(SITA Services offer removal and shredding of 5 sacks of documents for £45.00)*

11.11. Neighbourhood Plan

- 11.11.1. To agree date for a public PC meeting to consider NP Site Allocations.
(Clerk has provisionally booked the Martindale Centre for 17/11/15 – 8.00 p.m. however other dates/venues are available if necessary)

11.12. Confidential Items

(Due to their confidential nature, members of the public may be asked to leave the meeting whilst these items are discussed)

- 11.12.1. To receive F&G Chairman's report and proposal regarding payment of excess hours accumulated by the Clerk over 18 month period.

11.13. Reports

- 11.13.1. To receive and consider reports from Councillors.
(An oral report / additional written information arising after dispatch of this Agenda may be given on any of the above items).

11.14. Date of next meeting

Tuesday, 08th December 2015 at 7.30 p.m.