

**Full Parish Council - Agenda**

Clerk: Michaela Frost

Rear of Village Hall

The Green

Horsted Keynes

West Sussex

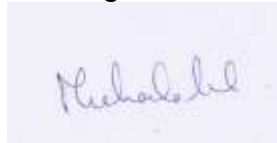
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3 September 2016

Members of Horsted Keynes Parish Council are summoned to a Parish Council meeting to be held in the Village Hall on Tuesday 13 September 2016 at 7.30pm.



Michaela Frost  
Parish Clerk

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**AGENDA**

**1. PUBLIC PARTICIPATION**

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

**2. APOLOGIES** – to receive apologies for absence.

**3. DECLARATIONS OF INTEREST**

Members are invited to make any declaration 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.

**4. MINUTES**

- 4.1. To resolve that the minutes of the Council Meeting held on Tuesday 12 July 2016 and Tuesday 9 August 2016 be taken as read, confirmed as a correct record and signed by the Chairman.
- 4.2. Matters outstanding from these minutes (not listed as separate agenda items).

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**5. FINANCE AND GOVERNANCE**

- 5.1. To authorise schedule of payments and note receipts and year to date expenditure (attached).
- 5.2. To consider the latest bank reconciliation (attached).
- 5.3. Additional Hours of Clerk – To authorise the Chairman of the Council to approve any additional hours worked by the Clerk up to a maximum of 8 a month - the Parish Council will be notified of any extra hours at the next available Parish Council meeting.

**6. TOILETS, GREENS & RECREATIONAL GROUND AND HIGHWAYS**

- 7.1 To receive a verbal report from TGR Committee Members – the unconfirmed TGR Minutes dated 26 July 2016 are attached.
- 7.2 To receive an update from the Recreation Ground Playground Working Group.
- 7.3 Update on Coffee Shop at Pavilion request.

**8. REPORTS**

- 8.1. To receive report from County Councillor.
- 8.2. To receive report from District Councillor.
- 8.3. To receive and consider reports from Parish Councillors.

**9. NEIGHBOURHOOD PLAN**

- 9.1 To approve the additional hours undertaken by the Independent Expert.
- 9.2 To note the Summary of Expenditure for the Neighbourhood Plan (attached)
- 9.3 To approve the Quote from Troy Navigus Partnership – document to be circulated.
- 9.4 To request the Clerk to apply to Mid Sussex District Council for additional grant monies.
- 9.5 To note the need for an Extraordinary Meeting before the end of the year to agree the next steps.

**10 GENERAL**

- 10.1 To consider purchase of a wreath (cost to be advised at meeting) to be laid at the war memorial on Remembrance Sunday on behalf of the Parish Council and if agreed, to consider Council representative to attend the service to lay the wreath

**11. DATE OF NEXT MEETING**

- 11.1. To note that the next meeting will be held on Tuesday 11 October 2016

**12. COMMENTS FROM MEMBERS OF THE PUBLIC**