

WORTH

Parish Council

Chief Officer:
Mrs Leanne Bannister

Council Offices

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Issued: 12th May 2025

Notice of Meeting

You are hereby summoned to the **Annual Meeting** of Worth Parish Council to be held on **Monday 18th May 2026** at **7.30pm** in the South Room, the Parish Hub, Borers Arms Rd, Cophorne, when the following business will be considered and transacted.

Mrs L Bannister
CHIEF OFFICER TO THE COUNCIL

AGENDA

1. **Election of Chair & Acceptance of Office** – to elect a Chair for 2026/2027 and to receive their Declaration of Acceptance of Office.
2. **Election of Vice Chair** – to elect a Vice Chair for 2026/2027.
3. **Public Question Time** – to receive comments made by members of the public.

This item will last for a maximum of 15 minutes with individual contribution up to a maximum of 3 minutes.

Members of the public are welcome to ask questions of the Council on matters that arise under its remit. The question should not be a statement, and it would be appreciated to be kept short, to maximise the time for other questions. The chairman will call the question from those who are indicating that they wish to speak.

Members of the public will only be allowed to speak at any other time during the meeting at the discretion of the Chairman, and will be governed by the rules set out in the Council's Standing Orders at all times.

4. **Apologies** – to receive and approve apologies for absence.
5. **Declarations of Disclosable Pecuniary and Other Interests** – to receive any declarations of interest from Councillors.
6. **Minutes** – to approve the Minutes of the full Council meeting held on 23rd March 2026 ([attached](#)).
7. **Chair's Announcements** – to receive any announcements from the Chairman.
8. **Correspondence, Action List & Updates** – to note:
 - a. [Correspondence received](#)
 - b. [Update on resolutions/actions](#)
 - c. [Update on projects](#)
 - d. [Latest website data](#)

- e. [The latest crime figures for Copthorne, Crawley Down and Turners Hill](#)

- 9. Committees** – To receive the Minutes of the following Committee Meetings:
- a. Planning & Highways Committee – [11th May 2026](#). Next meeting date 1st June 2026.
 - b. Finance & General Purposes Committee – [11th May 2026](#). Next meeting date 1st June 2026.
 - c. Assets & Amenities Committee – [19th March 2026](#). Next meeting date 15th June 2026.
 - d. HR Committee – [9th March 2026](#) and [23rd April 2026](#). Next meeting date to be confirmed.
- 10. Working Parties** – to receive the notes from the following Working Parties:
- a. Copthorne Working Party – [18th March 2026](#), [1st April 2026](#), [15th April 2026](#), [29th April 2026](#). Next meeting to be held on 13th May 2026.
 - b. Crawley Down Working Party – [26th March 2026](#) and [22nd April 2026](#). Next meeting to be held on 13th May 2026.
 - c. Worth Parish Council Working Party – [27th April 2025](#). Next meeting to be confirmed.
- 11. Committee Structure** – To appoint Standing Committees and membership for 2026/2027:
- a. Finance & General Purposes Committee (12 members)
 - b. Planning & Highways Committee (12 members)
 - c. Amenities & Assets Committee (12 members)
 - d. Human Resources Committee (6 members)
- 12. Appointment of Committee Chairs** – to appoint Chairs to all the above Committees; Vice Chairs to be appointed at the first meeting of those Committees.
- 13. Working Parties**– to confirm the continuance of all Working Parties and to agree membership:
- Copthorne Working Party (all Ward Councillors, plus up to 10 additional members as stated in the Terms of Reference – community members to be advertised for in May)
 - Crawley Down Working Party (all Ward Councillors, plus up to 10 additional members as stated in the Terms of Reference – community members to be advertised for in May)
 - Worth Parish Council Working Party (all Councillors)
 - Local Government Review Working Party (no limit set)
 - Any other working parties as requested by Councillors
- 14. Appointment to Outside Bodies** – to appoint Council representatives to outside bodies for 2026/2027 (current reps [attached](#)).
- 15. Civility & Respect** – to note that the Council has signed up to the Civility & Respect Pledge ([attached](#)).
- 16. General Power of Competence** – to affirm that the Council complies with Section 1 of the Localism Act 2011, and the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, and therefore continues to have the General Power of Competence.
- 17. Authorised banking signatories** – to review current bank account signatories authorised to deal with the Council’s banks, and amend if necessary ([attached](#)).
- 18. Council Policies** – to consider the following Policies:
- a. [Financial Risk Assessment 2026/2027](#)
 - b. [Standing Orders](#)
 - c. [Financial Regulations](#)
 - d. [Code of Conduct](#)
 - e. [Planning & Highways Committee Terms of Reference](#)
 - f. [Amenities & Assets Committee Terms of Reference](#)
 - g. [Finance & General Purposes Committee Terms of Reference](#)

- h. [Village Working Party Terms of Reference](#)
- i. [Members Allowance Policy](#)
- j. [Anti Bullying Policy](#)
- k. [Offsite Youth Activities](#)
- l. [Behaviour Management Policy](#)
- m. [Youth Provision Code of Conduct](#)
- n. [Worth Parish Council Working Party Terms of Reference](#)
- o. [Local Government Review Working Party Terms of Reference](#)

19. Annual Governance & Accountability Return and Public Inspection of 2025/2026 Accounts – to agree the following ([AGAR attached](#)):

- a. Annual Governance Statement 2025/2026 – to agree Section One of the Annual Governance & Accountability Return, to be signed by the Chairman ([report attached](#)).
- b. Accounting Statements 2025/2026 – to agree Section Two of the Annual Governance & Accountability Return, to be signed by the Chairman.
- c. To confirm the public inspection period for the 2025/2026 Annual Governance & Accountability Return will be 3rd June to 14th July 2026

20. Reports from other Authorities - to receive a report from:

- a. County Councillors.
- b. District Councillors.

21. Auchinleck Court – to confirm the transfer of land to Housing 21, as recommended by the Amenities & Assets Committee (Committee report [attached](#)).

22. Street light electricity – to:

- a. Consider the quote of £28,537.35 plus VAT at 5% from Drax Energy Solutions as recommended by the Finance & General Purposes Committee. This is the annual cost. Members should note that this quote could not be fixed for any length of time and this may change slightly.
- b. Suspend Financial Regulation 5.8 which requires 3 fixed-price quotes as all other suppliers declined to quote due to the small amount of energy used.

23. Schedule of meetings – to note that the meetings on 14th September, 5th October and 14th December have been moved from the Haven to the Glebe Centre due to venue availability.

24. Reports from representatives attending outside meetings – to receive and note reports from Councillors and the Clerk in relation to any meetings attended on behalf of the Council.

25. Personnel* - to:

- a. Receive and note the confidential actions of the HR Committee, and to authorise associated expenditure (confidential report attached for Councillors).
- b. Consider the recruitment recommendation made by the HR Committee and Finance & General Purposes Committee (confidential report attached).

26. Date of the next meeting – the next Full Council meeting will be held on Monday 20th July at the Glebe Centre, Crawley Down.

***The press and public may be excluded from this item in accordance with the Public Bodies (Admissions to Meetings) Act 1960 s1 due to the confidential nature of the matter to be discussed.**

ALL MEMBERS OF THE PUBLIC HAVE THE RIGHT TO ATTEND, AND ARE WELCOME AT MEETINGS

