WORTH
Parish Council

Chief Officer:
Mrs Leanne Bannister

Council Offices

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Issued: 10th November 2026

Notice of Meeting

You are hereby summoned to the **Ordinary Meeting** of Worth Parish Council to be held on **Monday 16th November 2026** at **7.30pm** in the Parish Hub, Copthorne when the following business will be considered and transacted.

Mrs L Bannister
CHIEF OFFICER TO THE COUNCIL

AGENDA

1. **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.

2. **Apologies –** to receive and approve apologies for absence.

3. **Declarations of Disclosable Pecuniary and Other Interests –** to receive any declarations of interest from Councillors.

4. **Minutes –** to approve the Minutes of the full Council meeting held on 21st September 2026 (attached).

5. **Chair's Announcements –** to receive any announcements from the Chairman.

6. **Correspondence, Action List & Updates –** to note:
   a. Correspondence received
   b. Update on resolutions/actions
   c. Projects tracker
   d. Latest website data
   e. The latest crime figures for Copthorne, Crawley Down and Turners Hill

7. **Committees** – To receive the Minutes of the following Committee Meetings:
    a. Planning & Highways Committee – 5th October 2026 and 2nd November 2026. Next meeting date 7th December 2026.
    b. Finance & General Purposes Committee – 5th October 2026 and 2nd November 2026. Next meeting date 7th December 2026.
    c. Assets & Amenities Committee – next meeting date 14th December 2026.
    d. HR Committee – 2nd November 2026. Next meeting date to be confirmed.

8. **Working Parties** – to receive the notes from the following Working Parties:
    a. Copthorne Working Party – 24th September 2026, 8th October 2026, 22nd October 2026 and 5th November 2026. Next meeting to be held on 19th November 2026.
    b. Crawley Down Working Party – 28th September 2026 and 19th October 2026. Next meeting to be held on 30th November 2026.
    c. Worth Parish Council Working Party – 26th October 2026. Next meeting to be confirmed.

9. **Reports from other Authorities -** to receive a report from:
    a. County Councillors.
    b. District Councillors.

10. **Council Policies –** to consider the following policies as recommended by the Finance & General Purposes Committee:
    a. Co-Option Policy
    b. Document Retention Policy
    c. Environmental Policy – or to consider rescinding and replacing with a Biodiversity Policy
    d. Complaints Policy
    e. Planning & Highways Terms of Reference

11. **Tree Inspections** – to consider appointing a contractor to complete the Tree Survey (attached).

12. **Street lights** – to consider the recommendation from the Finance & General Purposes Committee that:
    a. 101 lamps are replaced with LEDs, at a cost of £38,875 plus VAT by the contractor Streetlights.
    b. Financial Regulation 5.8 relating to obtaining 3 fixed price quotes is suspended due to the lack of available contractors to provide quotes.

    The report submitted to the Committee is attached.

13. **Business Plan & Vision Document** – to note the update on the actions listed in the Business Plan (attached).

14. **Water –** to consider sending the attached letter regarding concerns about security of water supply (attached).

15. **CCTV** – To consider the recommendation from the Finance & General Purposes Committee that:
    a. The quote of £15,568.22 plus VAT from Chroma Vision is approved to install CCTV on Crawley Down Village Green.
    b. Financial Regulation 5.8 relating to obtaining 3 fixed price quotes is suspended as Chroma Vision is the only contractor approved for work by Sussex Police.
    c. To consider the quote of £11,220 plus VAT to enter a 3-year fixed fee maintenance agreement with Chroma Vision (note that the 3-year offer has been made since the Committee meeting).

    Report to follow.

16. **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.

17. **Budget & 3 year forecast** – to note that the budget process is underway, and all Councillors/Working Parties/Committees are invited to provide input.

18. **Personnel*** - to receive and note the confidential actions of the HR Committee, to authorise associated expenditure, and consider any recommendations (confidential report attached for Councillors).

19. **Date of the next meeting –** the next Full Council meeting will be held on Monday 18th January 2027 at the Parish Hub, Copthorne.

***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