

WORTH

Parish Council

Chief Officer:
Mrs Leanne Bannister

Council Offices

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Issued: 18th March 2025

Notice of Meeting

You are hereby summoned to the **Full Council Meeting** of Worth Parish Council to be held on **Monday 24th March 2025** at **7.30pm** in the South Room, the Parish Hub, Borers Arms Rd, Copthorne, when the following business will be considered and transacted.

Mrs L Bannister
CHIEF OFFICER TO THE COUNCIL

AGENDA

1. Public Question Time – 15 minutes – 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 20th January 2025 and the special Full Council meeting on the 16th December 2024 (attached)

5. Chairman'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. Update on projects
- d. Update on Youth Provision - unavailable
- e. Latest website data
- f. 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 – 13th January 2025, 3rd February 2025, 3rd March 2025. Next meeting date to be confirmed.
 - b. Finance & General Purposes Committee – 3rd February, 3rd March. Next meeting date to be confirmed.
 - c. Assets & Amenities Committee – Next meeting date to be confirmed.
 - d. HR Committee – next meeting date to be confirmed.
8. **Working Parties** – to receive the notes from the following Working Parties:
 - a. Copthorne Village Working Party – 22nd January 2025, 5th February 2025, 19th February, 5th March 2025. Next meeting to be held on 2nd April.
 - b. Crawley Down Village Working Party – 5th February 2025, 5th March. Next meeting to be held on 9th April.
 - c. Co-Ordination Group – 27th January 2025.
9. **Reports from other Authorities** – to receive a written report from:
 - a. County Councillors.
 - b. District Councillors.
10. **Parish Awards & Annual Parish Assembly** – to approve the plan for the Parish Awards and Annual Parish Assembly (report attached).
11. **Community Governance Review** – to note that MSDC believe the Review would be best served to take place in 2029 (attached).
12. **Policy** – to approve (all attached):
 - a. CCTV Policy
 - b. Information Sharing Agreements
 - c. Data Protection Impact Assessment for CCTV
 - d. General Privacy Notice
 - e. GDPR Subject Access Request Policy
 - f. GDPR Breach Notification Policy
 - g. Village Working Party Terms of Reference (following a review by the HR Committee)
13. **Consultations** – to consider responding to the Sussex and Brighton devolution consultation, the questions can be found at this link: <https://www.gov.uk/government/consultations/sussex-and-brighton-devolution/sussex-and-brighton-devolution-consultation#annex-b--address-details-and-list-of-consultation-questions>.
14. **Meetings for 2025-2026** – to consider the meeting dates/times (attached).
15. **Informal meeting with Councillors** – to consider the recommendations in the attached report.
16. **Operation Watershed** – to:
 - a. Confirm the recommendations made by the Finance & General Purpose Committee (Committee report attached).
 - b. Approve the confidential Invitation to Tender (attached)
17. **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.
 - a. MSDC Communications and Liaison Group

- 18. Informal meeting with Councillors** – to:
- a. Note the report following the meetings (attached).
 - b. Note the schedule of recommendations to come forward following the meeting (attached).
 - c. To approve staff/councillor surgeries.
- 19. Personnel*** - to receive and note the confidential actions of the HR Committee, and to authorise associated expenditure (confidential report attached).
- 20. Rent Review of South Room*** – to consider the recommendation of the Finance & General Purpose Committee (confidential report attached).
- 21. Date of the next meeting** – to be confirmed.

***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.**