

WORTH

Parish Council

Chief Officer:
Mrs Leanne Bannister

Council Offices

1ST Floor, The Parish Hub
Borers Arms Road
Copthorne
West Sussex
RH10 3ZQ

01342 713407
clerk@worth-pc.gov.uk

Issued: 17th March 2026

Notice of Meeting

You are hereby summoned to the **Full Council Meeting** of Worth Parish Council to be held on **Monday 23rd March 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 19th January 2026 ([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. [Project 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 – [2nd February 2026](#) and [2nd March 2026](#). Next meeting 13th April 2026.
- b. Finance & General Purposes Committee – [2nd February 2026](#) and [2nd March 2026](#). Next meeting 13th April 2026.
- c. Assets & Amenities Committee – not yet available. Next meeting 15th June 2026.
- d. HR Committee – [9th March 2026](#). Next meeting date to be set.

8. Working Parties – to receive the notes from the following Working Parties:

- a. Copthorne Village Working Party – [21st January 2026](#), [4th February 2026](#), [18th February 2026](#) and [4th March 2026](#). Next meeting 19th March 2026.
- b. Crawley Down Village Working Party – [21st January 2026](#) and [25th February 2026](#). Next meeting 26th March 2026. Confidential notes of the meeting held 25th February attached separately.
- c. Worth Parish Council Working Party – [26th January 2026](#). Next meeting date to be set.

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

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

10. Insurance – to delegate authority to the Finance & General Purposes Committee to approve insurance arrangements for the next three years, even if the cost exceeds the committee’s spending threshold of £10,000.

11. Community Emergency Plan – To review the plan ([attached](#)).

12. Communications Strategy – to approve the strategy ([attached](#)).

13. 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.

14. Internal Auditor – to appoint Mulberry & Co as Internal Auditor for the 2026-29 financial years and to note costs ([attached](#)).

15. CCTV – to approve the recommendations in the report (to follow).

16. Policy – to approve the following:

- a. [AI Powered Wording Services](#)
- b. [Long-term Sickness Absence](#)
- c. [Short-term Sickness Absence](#)
- d. [Modern Slavery](#)
- e. [Redundancy](#)
- f. [Religious and National Holiday Celebrations](#)
- g. [Right to Work](#)
- h. [Whistleblowing](#)
- i. [Neonatal Care Leave](#)
- j. [Maternity & Family Friendly](#)
- k. [Appraisal](#)

17. Parish Awards – to confirm the winners of the awards and the Freedom of the Parish.

18. Annual Meeting of the Parish – to note that this will be held on Monday 20th April, 7.30pm at the Parish Hub, Copthorne.

19. Bowers Place – to approve the signing of the S278 agreement for the Bowers Place Parking Solution (attached - confidential).

- 20. Copthorne Recreation Ground** – to approve the amended plan and quote for the playground (to follow).
- 21. Personnel*** - to receive and note the confidential actions of the HR Committee, and to approve the recommendations contained in the report (confidential report attached).
- 22. Date of the next meeting** – the next meeting will be held on Monday 23rd March 2026 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.**