

WORTH

Parish Council

Chief Officer:
Mrs Leanne Bannister

Council Offices

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Issued: 14th July 2025

Notice of Meeting

You are hereby summoned to the **Ordinary Meeting** of Worth Parish Council to be held on **Monday 20th July 2026** at **7.30pm** in the Haven, Hophurst Lane, Crawley Down 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 [18th May 2026](#), [15th June 2026](#) and [6th July 2026](#).
- 5. Chair's Announcements** – to receive any announcements from the Chairman.
- 6. Correspondence, Action List & Updates** – to note:
 - [Correspondence received](#)
 - [Update on resolutions/actions](#)
 - [Update on projects](#)
 - [Latest website data](#)
 - [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 – [1st June 2026](#) and [6th July 2026](#). Next meeting date 7th September 2026.
 - b. Finance & General Purposes Committee – [1st June 2026](#) and [6th July 2026](#). Next meeting date 7th September 2026.
 - c. Assets & Amenities Committee – [15th June 2026](#). Next meeting date 1th September 2026.
 - d. HR Committee – 10th July 2026. Next meeting date to be confirmed.
- 8. Working Parties** – to receive the notes from the following Working Parties:
- a. Copthorne Working Party – [13th May 2026](#), [28th May 2026](#), [11th June 2026](#) and [6th July 2026](#). Next meeting to be held on 23rd July 2026.
 - b. Crawley Down Working Party – [13th May 2026](#), [10th June 2026](#) and [8th July 2026](#). Next meeting to be held on 2nd September 2026.
 - c. Worth Parish Council Working Party – 13th July 2026. Next meeting to be confirmed.
- 9. Committee Structure** – To consider appointing Cllr Dorey to the Finance & General Purposes Committee following Cllr Lord's resignation.
- 10. Authorised banking signatories** – to confirm adding Cllrs Phillips and Casella as signatories to CCLA as recommended by the Finance & General Purposes Committee.
- 11. Council Policies** – to consider the following Policies:
- a. [Fixed Asset Capitalisation](#)
 - b. [Freedom of Information and Publication Scheme](#)
 - c. [General Data Protection Training Policy](#)
 - d. [Investment Policy](#)
 - e. [Member Officer Relations Protocol](#)
 - f. [Open Space Policy](#)
- 12. Youth Strategy** – To agree to adopt [the Youth Strategy](#).
- 13. Requests from the Village Working Parties** – Due to the break in meetings during August, it has been requested that items a and b are dealt with now, so they aren't delayed until the next relevant Committee:
- a. To consider a grant of £690 to the Haven for a new air conditioning unit. Note that the grants balance remaining is £5,175).
 - b. To consider writing a letter to a landowner regarding a blocked public right of way (this would usually be dealt with by the Planning & Highways Committee as a planning compliance issue).
 - c. To consider adding information regarding the Copthorne Hotel to the website (only if information can be verified by the relevant authorities).
- 14. Tandridge District Local Plan** – to consider delegating authority to the Chief Officer to respond to this, in consultation with all councillors.
- 15. Copthorne Recreation Ground** – To agree Phase 2 of the MUGA contract (details to follow).
- 16. Reports from other Authorities** – to receive a report from:
- a. County Councillors.
 - b. District Councillors.
- 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.

- 18. Complaints Panel** – to note the outcome of the complaint and to consider any recommendations made by the Complaints Panel.
- 19. Personnel*** - to receive and note the confidential actions of the HR Committee, and to authorise associated expenditure (confidential report attached for Councillors).
- 20. Date of the next meeting** – the next Full Council meeting will be held on Monday 21st September 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.**

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