

WORTH

Parish Council

Chief Officer:
Mrs Leanne Bannister

Council Offices

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Issued: 15th July 2025

Notice of Meeting

You are hereby summoned to the **Full Council Meeting** of Worth Parish Council to be held on **Monday 21st July 2025 at 7.30pm** in the Glebe Centre, Vicarage Road, Crawley Down, when the following business will be considered and transacted.

Mrs L Bannister
CHIEF OFFICER TO THE COUNCIL

AGENDA

- 1. Public Question Time & Questions with Insp. Derrick – 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:
 - a. the Minutes of the full Council meeting held on 19th May 2025 ([attached](#))
 - b. The Minutes of the Neighbourhood Plan Committee held 20th January 2025 ([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 – to follow
 - d. [Latest website data](#)
 - e. [The latest crime figures for Copthorne, Crawley Down and Turners Hill](#)
 - f. [Freedom of Information requests](#)

- 7. Committees** – To receive the Minutes of the following Committee Meetings:
- Planning & Highways Committee – [12th May 2025](#), [2nd June 2025](#), [7th July 2025](#). Next meeting 1st September 2025.
 - Finance & General Purposes Committee – [12th May 2025](#), [2nd June 2025](#), [7th July 2025](#). Next meeting 1st September 2025.
 - Assets & Amenities Committee – [16th June 2025](#). Next meeting 22nd September 2025.
 - HR Committee – 11th July 2025 (notes of meeting included in confidential report below). Next meeting date to be confirmed.
- 8. Working Parties** – to receive the notes from the following Working Parties:
- Copthorne Village Working Party – [14th May 2025](#), [28th May 2025](#), [11th June 2025](#), [18th June 2025](#), [9th July 2025](#). Next meeting to be held on 23rd July 2025.
 - Crawley Down Village Working Party – [7th May 2025](#), [18th June 2025](#), 9th July 2025. Next meeting to be held on 16th July 2025.
 - Local Government Working Party – [11th June 2025](#). Next meeting to be confirmed.
- 9. Reports from other Authorities** – to receive a written report from:
- County Councillors.
 - District Councillors.
- 10. Vision Document** – to approve the Vision as reviewed by the Village Working Parties ([attached](#)).
- 11. Policy** – to approve (all attached):
- [Procurement Policy](#)
 - [Document Retention Policy](#)
 - [Local Government Review Working Party Terms of Reference](#)
 - [Disciplinary Policy](#)
 - [Grievance Policy](#)
 - [Equal Opportunities Policy](#)
 - [Holiday Policy](#)
 - [Flexible Working and Predictable Terms Policy](#)
 - [HR Committee Terms of Reference](#)
- 12. 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.
- MSDC Communications and Liaison Group ([attached](#))
- 13. Copthorne Recreation Ground*** – to (confidential report to follow):
- Approve the revised budget as recommended by the Finance & General Purposes Committee
 - Approve the use of earmarked reserves as recommended by the Finance & General Purposes Committee:
£10,276 from the Copthorne Recreation Ground fund
£5,000 from the Lashmere fund
£20,000 from the CCTV fund
 - Approve the application for a Public Works Loan of up to £150,000 as recommended by the Finance & General Purposes Committee on 2nd September 2024
- 14. S106*** – to (confidential report attached):
- Consider the strategy for maximising use of S106 funds
 - Implement a process for determining future needs & communicating this to the Planning Authority

15. Communications – to:

- a. Review Parish Awards and suggest any amendments for 2026.
- b. Note surgeries are taking place on 22nd July in Copthorne (Olivers) and 27th August in Crawley Down (outside shops) in conjunction with the PCSO and Age UK.

16. Personnel* - to receive and note the confidential actions of the HR Committee, and to approve the recommendations contained in the report (confidential report attached).

17. Date of the next meeting – the next meeting will be held on 15th September 2025 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.**