



# BURGESS HILL TOWN COUNCIL

*Council Offices  
96 Church Walk  
Burgess Hill  
West Sussex  
RH15 9AS*

Tel: (01444) 247726  
Fax: (01444) 233707  
Website: <http://www.burgesshill.gov.uk>

20 February 2008

To: **MEMBERS OF BURGESS HILL TOWN COUNCIL**

A **STATUTORY MEETING** of the Council will be held in the Council Chamber on **MONDAY, 25 FEBRUARY 2008** at **19.00 hours**, when your attendance is required.

David Carden  
Town Clerk

**\*\*PLEASE NOTE THE START TIME OF THE MEETING\*\***

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## A G E N D A

### 1. **OPEN FORUM**

Members of the public are invited to put questions or to draw relevant matters to the Council's attention, prior to the commencement of business. This is for a period of up to fifteen minutes and shall be limited to three minutes per person.

### 2. **PRESENTATION BY JANICE SPENCE AND JENNY GARRARD FROM THE CVS/VOLUNTEER INFORMATION POINT**

### 3. **APOLOGIES FOR ABSENCE**

An apology for absence has been received from Graham Cubitt.

### 4. **DECLARATIONS OF INTEREST**

In respect of any matter on the agenda.

5. **CHAIRMAN'S ANNOUNCEMENTS**

6. **COUNCIL MINUTES**

To consider the Minutes of the Ordinary Meeting of Council held on Monday, 28 January 2008 (copy herewith).

7. **PLANNING & TRANSPORT COMMITTEE MINUTES**

8. **PROPERTY COMMITTEE MINUTES**

9. **ENVIRONMENTAL ISSUES FORUM**

10. **DIARY DATES**

11. **POST OFFICE CLOSURES**

12. **MID SUSSEX ASSOCIATION OF TOWN COUNCILS – MINUTES**

13. **ROTA OF MEETINGS**

14. **REVIEW OF MID SUSSEX DISTRICT COUNCIL  
ENVIRONMENTAL HEALTH ENFORCEMENT POLICY**

15. **DOG CONTROL ORDERS CONSULTATION**

16. **EXCLUSION OF PUBLIC AND PRESS**

17. **STRATEGIC PLANNING WORKING GROUP**

7. **PLANNING & TRANSPORT COMMITTEE MINUTES**

To consider the Minutes of the meetings of the Planning & Transport Committee held on:

Monday 4 February 2008 (copy previously circulated).

Monday 18 February 2008 (copy herewith).

We have considered 26 applications for planning permission under the Town and Country Planning Act 1990. Our decisions and recommendations within our terms of reference are set out in the Minutes.

Tony Balsdon  
Chairman

8. **PROPERTY COMMITTEE MINUTES**

To consider the Minutes of the meeting of the Property Committee held on Monday 11 February 2008 (copy herewith).

Our decisions and recommendations within our terms of reference are set out in the Minutes.

Chris Thomas-Atkin  
Chairman

9. **ENVIRONMENTAL ISSUES FORUM**

To consider the Minutes of the meeting of the Environmental Issues Forum held on Wednesday 13 February 2008 (copy to follow).

Our decisions and recommendations within our terms of reference are set out in the Minutes.

Andrew Barrett-Miles  
Chairman

10. **DIARY DATES**

- a) **Thursday 28 February 2008** – Summerfold Meeting 18.30 hours in the Council Chamber.
- b) **Monday 3 March 2008** – Help Point and Tourist Information Shadow Key Area Group meeting 16.00 hours in the Town Clerk's Office.
- c) **Monday 3 March 2008** – Planning & Transport Committee meeting 19.00 hours in the Council Chamber.

- d) **Wednesday 5 March 2008** – Finance and Business Planning Shadow Key Area Group meeting 19.00 hours in the Council Chamber.
- e) **Thursday 6 March 2008** – Community Development Shadow Key Area Group meeting 17.00 hours in the Town Clerk’s Office.
- f) **Thursday 6 March 2008** – Staff and Member Development Shadow Key Area Group meeting 19.30 hours in the Town Clerk’s Office.
- g) **Thursday 13 March 2008** – inaugural meeting of the Green Circle Group 19.30 hours in the Council Chamber.
- h) **Monday 17 March 2008** - Planning & Transport Committee meeting 19.00 hours in the Council Chamber.
- i) **Monday 31 March 2008** – Meeting of Council at 19.00 hours in the Council Chamber.
- j) **Thursday 3 April 2008** – MSDC/MSALC Conference – details to follow.
- k) **Friday 4 April 2008** – Mid Sussex District Council Civic Dinner at 19.00 hours in the The Cophorne Resort Hotel Effingham Park.

## 11. **POST OFFICE CLOSURES**

11.1 Mrs Suzanne Cosgrave has requested that Council consider the following motion.

“Burgess Hill Town Council is shocked by the Post Office Ltd decision to close two post offices within Burgess Hill, this decision has not been justified in the current context much less in relation to the future development of Burgess Hill. The decision making in relation to this public service should be subjected to independent scrutiny. We question the validity of this public consultation as this decision has ignored the powerful and extensive representation at Town, District, County and national level as well as the obvious immense public support. Council are asked to support the following actions:

- A) The Town Council urge Post Office Ltd to review this decision.
- B) Burgess Hill Town Council to write to other tiers of local government, their MP and the relevant Minister to seek their support for achieving a formal review of this decision which seems to have given no weight to the strength of public interest in favour of the retention of at least one of these post offices.”

## 11.2 **RECOMMENDATION**

Council are recommended to support the Motion.

**Environmental Charter Implications** – None.

**Financial Implications** – None.

**Implications to Partner Organisations** – None.

12. **MID SUSSEX ASSOCIATION OF TOWN COUNCILS**

- 12.1 The purpose of this report is two-fold, firstly for Council to consider the Minutes of the Mid Sussex Association of Town Councils held on 23 January 2008 and, secondly, to consider nominations to the new partnership working groups with the District Council. The Minutes of the Mid Sussex Association of Town Councils meeting are enclosed at Appendix I for Members' information.
- 12.2 Council is referred to Minute 170 which covers the proposed new partnership working arrangements with Mid Sussex District Council. Attached at Appendix II are the new arrangements for partnership working with MSDC as agreed with the Town Council Leaders and Gordon Marples and subsequently the Town Clerks and the Chief Executive at Mid Sussex District Council. The six issues were originally identified at the Mid Sussex Association of Town Councils meeting last year and ratified last month.
- 12.3 To address these issues there will be six Working Groups. The six groups will require 18 town/parish Members at three per group. Burgess Hill, Haywards Heath and East Grinstead Town Councils will have three each and the parishes will have nine in total. The Groups on which the Town Councils will have representatives are as follows:

<b>East Grinstead</b>	<b>Haywards Heath</b>	<b>Burgess Hill</b>
Section 106 <i>James Baldwin</i>	Transfer of Parks tba	Local Strategic Partnership
Strategic Planning <i>Paul Johnson</i>	Strategic Planning tba	Strategic Planning
Communications <i>Ginnie Waddington</i>	Election Costs tba	Section 106

It is proposed to nominate three Member representatives and three substitutes at the meeting.

12.4 **RECOMMENDATION**

Council is recommended to nominate three Member representatives and three substitutes for the above partnership groups.

**Environmental Charter Implications** – None.

**Financial Implications** – None.

**Implications to Partner Organisations** – This is being set up with a partner organisation.

### 13. **ROTA OF MEETINGS**

13.1 The purpose of this report is to consider the initial rota of meetings for the Council year 2008/09. At this stage the Mid Sussex District Council meeting dates are unknown but it is important to at least schedule the Council and Planning Committee meetings for the purpose of forward planning dates. The District Council is aware that the town councils meet on Monday evenings. The Key Area Group meetings will be called as and when required and it will be necessary to consider the commitments of twin-hatted Members as appropriate. The draft rota of meetings is enclosed at Appendix III.

13.2 Members were advised that a meeting would be held on Monday 11 August to review the new ways of working including the Key Area Groups. The meeting scheduled at the end of July could be used for this purpose and the meeting on 11 August will be cancelled.

### 13.3 **RECOMMENDATION**

Council is recommended to approve the rota of meetings

**Environmental Charter Implications** – None.

**Financial Implications** – None.

**Implications to Partner Organisations** – This is being set up with a partner organisation.

### 14. **REVIEW OF MID SUSSEX DISTRICT COUNCIL ENVIRONMENTAL HEALTH ENFORCEMENT POLICY**

14.1 Mid Sussex District Council have reviewed their Environmental Health Enforcement Policy and would welcome comments on the draft by 5 March. A copy is attached at Appendix IV and as advised in Councillors' Briefing of 1 February 2008, a copy has been placed in the Council Chamber.

### 14.2 **RECOMMENDATION**

The views of Council are sought.

**Environmental Charter Implications** – None.

**Financial Implications** – None.

**Implications to Partner Organisations** – This is a consultation from a partner organisation.

### 15. **DOG CONTROL ORDERS CONSULTATION**

15.1 Notification has been received from Mid Sussex District Council that they would welcome our comments on the proposed introduction of Dog Control

Orders for a wider range of offences than the existing The Dogs (Fouling of Land) Act 1996.

15.2 A copy of the report is available from <http://www.midsussex.gov.uk/Nimoi/sites/msdcpbublic/resources/fullreport5%20Epdf>, Item 11 pages 57-83 in the PDF file. A copy is also available in the Council Chamber. As the deadline for comment is 11 April 2008, Council may wish the Assets and Street Scene Key Area Group (consisting of Mrs Kathy Dumbovic, Mrs Pru Moore and Ronnie Paulsen) to prepare a response as part of the shadow working process, in conjunction with Jo Whitcombe.

### 15.3 **RECOMMENDATION**

Council is recommended to request members of the Assets and Street Scene Key Area Group to prepare a draft response for consideration by Council at their meeting on 31 March 2008.

**Environmental Charter Implications** – To be considered in the draft response.

**Financial Implications** – To be considered in the draft response.

**Implications to Partner Organisations** – This is a consultation from a partner organisation.

### 16. **EXCLUSION OF PUBLIC AND PRESS**

In view of the confidential nature of the business about to be transacted, it is proposed that, in the public interest, the public and press be temporarily excluded and they be requested to withdraw from the meeting.