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Wednesday 16 September 2020

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

A **MEETING** of the Council will be held ONLINE on **MONDAY 21 SEPTEMBER 2020** at **19.00 hours**, when your attendance is required.

Steve Cridland  
CEO

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

FILMING, RECORDING OF COUNCIL MEETINGS AND USE OF SOCIAL MEDIA

**Following government advice on social distancing, essential Council Meetings will be held virtually during the Covid-19 period. All papers will be published on our website as usual. Members of the public can attend the meeting by using the Zoom link that will be placed on the town council's website and social media shortly before the meeting takes place.**

The use of social media is permitted but members of the public are requested to switch their mobile devices to silent for the duration 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. Each member of the public is

allowed to speak once only in respect of a business item on the agenda (during the Open Forum) and shall not speak for more than three minutes at the discretion of the Chairman.

If it appears that the number of speakers is likely to unreasonably delay the disposal of business items on the agenda the Chairman may direct that a member of the public submits a question or comment in writing which shall be answered in due course.

**2. APOLOGIES FOR ABSENCE**

**3. DECLARATIONS OF INTEREST**

In respect of any matter on the agenda.

**4. CHAIRMAN'S ANNOUNCEMENTS**

**5. COUNCIL MINUTES**

To consider the Minutes and Confidential Minutes of the Extraordinary Meeting of Council held on Monday 3 August 2020 (copy herewith).

**6. PLANNING COMMITTEE MINUTES**

To consider the Minutes of the meetings of the Planning Committee held Monday 3 August 2020, and Tuesday 1 September 2020 (minutes previously circulated)

We have considered 48 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.

Janice Henwood  
Chairman

**7. COMMUNITY ENGAGEMENT KEY AREA GROUP: NOTES OF MEETING**

To consider the Notes of the meeting of the Customer Services KAG held on Tuesday 25 August 2020 (copy previously circulated).

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

Kathy Willis  
Chairman

**8. CUSTOMER SERVICES KEY AREA GROUP: NOTES OF MEETING**

To consider the Notes of the meeting of the Customer Services KAG held on Thursday 10 September 2020 (copy previously circulated).

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

Robert Duggan  
Chairman

9. **DIARY DATES**

- (A) MONDAY 28 SEPTEMBER - Planning Committee Meeting 19.00 hours.
- (B) MONDAY 19 OCTOBER - Planning Committee Meeting 19.00 hours.
- (C) WEDNESDAY 4 NOVEMBER – Customer Services Key Area Group Meeting 19.00 hours.
- (D) SUNDAY 8 NOVEMBER - Remembrance Service approximately 10.40 hours – this will be virtual and live streamed, Councillors are asked not to attend due to Government restrictions in place (correct as at 16 September).
- (E) MONDAY 9 NOVEMBER - Planning Committee Meeting 19.00 hours.
- (F) WEDNESDAY 11 NOVEMBER – Armistice Event – this will be virtual and live streamed, Councillors are asked not to attend due to Government restrictions in place (correct as at 16 September).
- (G) THURSDAY 12 NOVEMBER - Finance Services Key Area Group Meeting 19.00 hours.
- (H) FRIDAY 20 NOVEMBER – Christmas Light Switch On 18.30 hours – this will be virtual and live streamed, Councillors are asked not to attend due to Government restrictions in place (correct as at 16 September).
- (I) MONDAY 23 NOVEMBER - Council Meeting 19.00 hours.
- (J) MONDAY 30 NOVEMBER – Planning Committee Meeting 19.00 hours.