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Wednesday 20 January 2021

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

A **MEETING** of the Council will be held ONLINE on **MONDAY 25 JANUARY 2021** 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.

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 of the Meeting of Council held on Monday 23 November 2020 (copy herewith).

6. **PLANNING COMMITTEE MINUTES**

To consider the Minutes of the meetings of the Planning Committee held Monday 30 November, Monday 21 December and Monday 11 January (minutes previously circulated)

We have considered 52 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 Community Engagement KAG held on 26 November 2020 (copy previously circulated).

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

Kathleen 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 6 January 2021 (copy previously circulated).

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

Robert Duggan
Chairman

9. **FINANCE KEY AREA GROUP: NOTES OF MEETING**

To consider the Notes of the meeting of the Finance KAG held on 18 January 2021 (to be circulated by separate email).

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

Simon Hicks
Chairman

10. **RECOMMENDATION FROM THE FINANCE KEY AREA GROUP MEETING-REVENUE BUDGET AND PRECEPT 2021/22**

10.1 Council are requested to consider recommendations from the Finance Key Area Group, following their meeting of 18 January 2021, as follows:

10.2 **RECOMMENDATION**

Council is recommended to:

- A) approve the 2021/22 Revenue Budget and set the Precept at £923,047,
- B) Inform Mid Sussex District accordingly, and
- C) approve, in principle, an application to the Ministry of Housing, Communities and Local Government for a loan of £4.4 million towards the delivery of the Beehive project.

11. **CENSUS 2021 21 MARCH**

The following is the introduction to the Census provided by the government:

“The census is coming. By taking part, you can help inform decisions about services that shape your community, such as healthcare, education and transport.

It’s important that you fill in your census questionnaire because it gives us the most detailed information we have about our society.

Without the information you share, it’d be more difficult to understand our community’s needs and plan and fund public services.

Census Day is officially on Sunday 21 March, but there will be an extensive window in which to complete it, from early March, when

households will be receiving the Census packs, up to the beginning of May.

The ONS aim to make things as easy as possible for everyone, but if you need help taking part in the census, there's a wide range of support services available.

You can request support for yourself, or someone else, including:

guidance and help in many languages and formats
a paper version of the questionnaire, if you prefer
accessible census guidance, for example, in braille

There is a help area on the census website. It covers everything from who to include on the questionnaire to how to answer each question.

If you cannot find what you need there, there's a dedicated contact centre where census staff will be on hand to give help over the phone, in a web chat or on social media. If you need help, visit www.census.gov.uk."

The Town Council will promote the Census wherever possible. This will include social media posts, an article in About Town, website notice, notices in the Help Point and notice boards and any other way available. As this is an extremely important document, Councillors are asked to encourage their constituents to complete the census form.

FOR NOTING

12. [DIARY DATES](#)

13 [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 excluded and they be requested to withdraw from the meeting.

14. [TOWN CENTRE DEVELOPMENT UPDATE](#)

15. [QUOTATION SOLAR PANELS.](#)