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Wednesday 22 January 2020

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

An **ORDINARY MEETING** of the Council will be held in the Council Chamber on **MONDAY 27 January 2020** at **19.00 hours**, when your attendance is required.

Steve Cridland
Chief Executive Officer

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

FILMING, RECORDING OF COUNCIL MEETINGS AND USE OF SOCIAL MEDIA

During this meeting members of the public may film or record the Committee and officers from the public area only providing it does not disrupt the meeting. The Confidential section of the meeting may not be filmed or recorded.

If a member of the public objects to being recorded, the person(s) filming must stop doing so until that member of the public has finished speaking. 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 (whether in the Open Forum or during the meeting) 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 25 November 2019 (copy herewith).

6. [PLANNING COMMITTEE MINUTES](#)

To consider the Minutes of the meetings of the Planning Committee held Monday 2 December, 23 December and 13 January (minutes previously circulated)

We have considered 49 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. [CUSTOMER SERVICES KEY AREA GROUP: NOTES OF MEETING](#)

To consider the Notes of the meeting of the Customer Services KAG held on Thursday 9 January 2020(copy previously circulated).

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

Robert Duggan
Chairman

8. [STRATEGIC DEVELOPMENT KEY AREA GROUP: NOTES OF MEETING](#)

To consider the Notes of the meeting of the Strategic Development KAG held on Tuesday 14 January 2020 (copy previously circulated).

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

Roger Cartwright
Chairman

9. [FINANCE KEY AREA GROUP: NOTES OF MEETING](#)

To consider the Notes of the meeting of the Finance KAG held on Monday 20 January 2020 (copy previously circulated).

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 2020/21](#)

10.1 Council are requested to consider recommendations from the Finance Key Area Group, following their meetings of 20 January 2020, as follows (Minute 36 refers):

10.2 [RECOMMENDATION](#)

Council is recommended to:

A) approve the 2020/21 Revenue Budget and set the Precept at £919,228, and

B) Inform Mid Sussex District accordingly.

11. [MOTION TO COUNCIL: ELECTRIC VEHICLE CHARGING POINT](#)

The draft electric vehicle charging strategy from West Sussex County Council is attached for reference. Councillors' attention is drawn to pages 9 and 10. Page 10 is the map of where WSCC are going to put charging points: Councillors will notice that Burgess Hill is absent from any plans.

Cllr Anne Eves has put forward the following motion which has been seconded by Cllr Robert Duggan:

"Having perused the WSCC draft strategy for Electric Vehicles, issued in December 2019, Burgess Hill Town Council deplores the omission of Burgess Hill, a large and growing town in West Sussex, from the entire strategy. Such an omission is baffling, unwarranted and short-sighted. We ask WSCC Cabinet to rethink this decision forthwith".

For consideration.

12. [CLOSURE OF CHURCHYARD: ST EDWARD THE CONFESSOR](#)

12.1 The Council resolved as follows at its meeting in November 2018:

- A. That Notice be given to St Edwards and St Andrews Churches that the Council will no longer maintain their churchyards with effect 1 March 2019 as they are not closed churchyards.
 - B. That if notice is received that either or both of the churchyards have been closed the Council decide whether or not to take over the maintenance or pass it over to the District Council.
- 12.2. Following a long process, the Churchyard of St Edward the Confessor has been declared closed by the diocese.

Local Government Act (1972) s 215 provides that where a churchyard has been closed by an Order in Council the parochial church council shall maintain it. A parochial church council ...may:

- a)serve a written request on that council (ie the Town Council) to take over the maintenance of the churchyard

And subject to subsection 3, the maintenance of the churchyard shall be taken over by the authority ...(Town Council) three months after service of the request.

(3) If ... a request is served on a parish and, if that council so resolve and, before the expiration of the said three months, give written notice of the resolution to the council of the district and to the parochial church council maintaining the churchyard, the local authority to whom the notice is given, and not the parish, shall take over the maintenance of the churchyard at the expiration of the three months.

- 12.3. A letter dated 2 January 2020 has been received from the Churchwarden and Lay Chair of the Parochial Church Council requesting that the Town Council now take over the maintenance of the churchyard forthwith. The Town Council must now decide whether it wishes to take over the maintenance of the churchyard at its own expense or pass this responsibility to the District Council. The previous Council was of the opinion that the District Council would be able to maintain the churchyards at less cost than the Town Council. At present the Town Council often has to subcontract work when there members of staff are absent. This would be reduced.

RECOMMENDED

- 1. That the Council note that the churchyard of St Edward the Confessor has been formally closed for burials by the Diocese.
- 2. That in terms of section 215 of the Local Government Act (1972) the Town Council request the District Council to take over the maintenance of this churchyard and that the church be informed accordingly.

13. [MCDONALDS ROUNDABOUT](#)

Cllr Eggleston will provide a verbal update on discussions held with the owner of the local McDonalds restaurant regarding the roundabout.

14. [DRAFT ROTA OF MEETINGS FOR 2020-2021](#)

14.1 The purpose of this report is to consider a draft rota of meetings for the Council year 2019/20 (attached at Appendix X). Key Area Group meetings will be called as and when required and added to the rota during the year.

14.2 [RECOMMENDED:](#)

Council is recommended to approve the rota of meetings attached to the agenda.

15. [UPDATE ON BRIDGE THE GAP](#)

Cllr Eggleston will provide a verbal update

16. [DIARY DATES](#)

- (A) MONDAY 3 FEBRUARY 2020 - Planning meeting 19.00 hours in the Council Chamber.
- (B) MONDAY 24 FEBRUARY 2020 - Planning meeting 19.00 hours in the Council Chamber.
- (C) MONDAY 9 MARCH 2020 – Council meeting 19.00 hours in the Council Chamber.
- (D) MONDAY 16 MARCH 2020 - Planning meeting 19.00 hours in the Council Chamber.