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Wednesday 29 July 2020

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

An **EXTRAORDINARY MEETING** of the Council will be held ONLINE on **MONDAY 3 August 2020** at **19.00 hours**, when your attendance is required.

Cllr Roger Cartwright
Mayor

****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.

AGENDA

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 22 June 2020 (copy herewith).

6. [PLANNING COMMITTEE MINUTES](#)

To consider the Minutes of the meetings of the Planning Committee held Monday 29 June 2020, and Monday 20 July 2020 (minutes previously circulated)

We have considered 37 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. [STRATEGIC DEVELOPMENT KEY AREA GROUP: NOTES OF MEETING](#)

To consider the Notes of the meeting of the Strategic Development KAG held on 27 July 2020 (copy previously circulated).

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

Roger Cartwright
Chairman

8. [CUSTOMER SERVICES KEY AREA GROUP: NOTES OF MEETING](#)

To consider the Notes of the meeting of the Customer Services KAG held on 28 July 2020 (copy previously circulated).

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

Robert Duggan
Chairman

9. [APPOINTMENT OF TRUSTEES TO CIO](#)

The Notes of the Strategic Development KAG provide for a CIO to run the Community Pantry. The Council is asked to identify trustees.

10. [DIARY DATES](#)

(A) MONDAY 10 AUGUST Planning Committee Meeting 19.00 hours.

(B) TUESDAY 25 AUGUST Community Engagement Key Area Group Meeting 19.00 hours.

(C) TUESDAY 1 SEPTEMBER Planning Committee Meeting 19.00 hours.

(D) THURSDAY 10 SEPTEMBER Customer Services Key Area Group Meeting 19.00 hours

11. [CONFIDENTIAL SECTION 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.

12. [CONFIDENTIAL NOTES OF THE STRATEGIC DEVELOPMENT KAG](#)