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Wednesday 26 January 2022

To: MEMBERS OF BURGESS HILL TOWN COUNCIL

A MEETING of the Council will be held in the Council Chamber on Monday 31 January 2022 at 19.00 hours, when your attendance is required.

Steven Cridland
CEO

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

FILMING, RECORDING OF COUNCIL MEETINGS AND USE OF SOCIAL MEDIA

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. [PRESENTATION BY LOCAL PANTRY TRUSTEES](#)

6. [COUNCIL MINUTES](#)

To consider the Minutes of the Meeting of Council held on Monday 22 November 2021(copy herewith).

7. [PLANNING COMMITTEE MINUTES](#)

To consider the Minutes of the meetings of the Planning Committee held on Monday 29 November 2021, Monday 20 December 2021 and Monday 10 January 2022 (minutes previously circulated).

We have considered 63 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

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

To consider the Notes of the meeting of the Finance KAG held on 24 January 2022 (to be circulated by separate email).

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

Simon Hicks
Chairman

9. [RECOMMENDATION FROM THE FINANCE KEY AREA GROUP MEETING-REVENUE BUDGET AND PRECEPT 2022/23](#)

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

9.2 **RECOMMENDATION**

Council is recommended to:

A) approve the 2022/23 Revenue Budget and set the Precept at £933,618,

B) Inform Mid Sussex District accordingly, and

10. **REVIEW OF NEIGHBOURHOOD PLAN**

Cllr Henwood, Chairman of the Planning Committee has asked that the Council consider reviewing the Neighbourhood Plan. Assistance is available from MSDC for this process.

The Council should consider the following:

1. Mid Sussex District Council is currently reviewing the District Plan. The District Plan takes precedence over the neighbourhood Plan.
2. If material changes are to be made to the Neighbourhood Plan the process could become expensive as consultants would need to be used and a referendum held.

RECOMMENDED:

That a group of councillors review the Neighbourhood Plan and determine what if any changes need to be made and whether such changes would be considered material.

11. **COMMUNITY ENGAGEMENT TEAM UPDATE**

The following updates on three key activities for the Community Engagement team are set out below.

1. About Town magazine

The newly designed issue has been finalised and will have a different look. The content has been reviewed slightly to reduce repetitive items in each issue and we are seeking resident's views by way of a survey asking opinions in this issue to be distributed from 21 March. This will be a tear out survey to return to the Help Point, and an online version will also be available. The survey will also be promoted on a press release, our social media and our website. A report will be produced for future Council consideration.

2. Jubilee Fest

This festival replaces the 9 day Festival as agreed at the Community Engagement Key Area Group, 21 October 2021 (Minute 74 refers) and the events discussed at that meeting are being finalised to include

- 1 June – Children's Inflatables event to be held at St John's Park (branded Wowzer Wednesday)
- 2 June - Children's craft activities to be held at Cherry Tree Centre. We also hope to deliver an arts activity for adults but this will be confirmed.
- 2 June – beacon lighting and Piper playing at St John's Park.

- 2 June – Quiz event at the Woolpack Pub
- 3 June – Vehicles from 1952-2022 event to be held at Fairfield Recreation Ground, working with the Weald Classic Vehicle Club
- 3 June – comedy event hosted by Bonfire Society
- 4 June – Senior Citizens tea party with entertainment.
- 4 June – Party in the Park organised by Mike Stewart and his committee
- 5 June – Street parties to be encouraged (but no specific event)
- 5 June – ‘As You Like It’ performed by Lord Chamberlain’s Men at Burgess Hill Girls School.

There will be a brief summary in the forthcoming issue of About Town and then a further 4 page printed programme located in prominent locations in the town and promoted on our social media, website and a press release.

3. Welcome Back events update

We have delivered the following events having established a good working relationship with the Economic Development Team.

Burgess Hill Artists and Lens Cap Off trail in town

Outdoor Escape Game

Fire show during French Market.

Christmas event finale

Live Music on the bandstand

Snow Queen Performance

Jump in January – exercise taster sessions at Cyprus Hall

Leisure Skate - February Market Day

Fun in February - February Market Day

March Market Day – climbing wall and strike a light

Make in March craft - 10 March – adult wreath making

Make in March craft – 12 March - – children’s craft activities

Street entertainment - March Market Day – we are trying to finalise this now.

The community feedback has been positive with comments on social media, and use of Facebook events to remind the community, as well as the Events Notification sign up promoted on our Website. Please do

promote the remaining events via your social media to support the Town Council planned publicity for each.

Recommendation

The contents of the report are for noting.

12. **DIARY DATES**

12.1 Council are asked to note the following public meeting dates:

FEBRUARY		
Planning Committee	Tuesday 1 February	19.00 hours
Planning Committee	Monday 21 February	19.00 hours
MARCH		
Council	Monday 7 March	19.00 hours
Planning Committee	Monday 14 March	19.00 hours

12.2 Council are also asked to note the forthcoming Welcome Back events on Saturday 12 February and Saturday 12 March as set out in the Community Engagement Update above.

12.3 **RECOMMENDED:**

FOR NOTING

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.

CONFIDENTIAL SECTION

14. **STAFF AND MEMBER KAG NOTES**

15. **PARK CENTRE**

16. **STAFF SURVEY**