



## **SOUTHWATER PARISH COUNCIL**

Beeson House, 26 Lintot Square, Fairbank Road, Southwater,  
West Sussex RH13 9LA

Telephone number: 01403 733202

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Community Website: [www.southwater-pc.gov.uk](http://www.southwater-pc.gov.uk)

**NOTICE IS HEREBY GIVEN** of a meeting of the Parish Council to be held at the Parish Council Chambers, Beeson House, 26 Lintot Square, Fairbank Road, Southwater, West Sussex, RH13 9LA at **7:30pm Wednesday, 17<sup>th</sup> November 2021**, when the following business will be considered and transacted.

### **ALL COUNCILLORS ARE HEREBY SUMMONED TO ATTEND.**

*Members of the public must book in with the Executive Officer(s) prior to the meeting if they wish to attend in person due to COVID-19 safety restrictions and room capacity. Alternatively, please view Live Stream of meeting available here: <https://www.youtube.com/channel/UCKmIN1p8vDtdHXKM0v5SVA>*

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**NOTE - Where indicated all items circulated with the Agenda (CWA) or circulated prior to the Agenda (CPA)**

## **A G E N D A**

- 161. Apologies for Absence**
- 162. Declarations of Interest**
- 163. Public Forum** – All parishioners wishing to speak, (maximum 3 minutes per person with an overall limit of 15 minutes combined). All persons wishing to speak must make their name known to the Executive Officer(s) by 3:00pm Tuesday 14<sup>th</sup> September 2021. This is to ensure COVID-19 safety restrictions are adhered to in terms of room capacity. Those wishing to speak will be given priority in terms of total number members of public requesting to attend. There will be a live stream available on YouTube to persons wishing to view the meeting.
- 164. Southwater Neighbourhood Wardens – (CPA)** -To receive a verbal report
- 165. Chairman's Report & Announcements**
- 166. Correspondence (CWA)**
  - a. Receive and consider a letter received from WSALC – Queens Green Canopy
  - b. Receive a letter from Horsham Scouts in regards to requesting PC support for Scouting facilities in Southwater
- 167. Minutes (CPA)**

- a. To approve the Minutes of the Meeting of the Extraordinary Parish Council Meeting held on 13<sup>th</sup> October 2021
- b. Matters arising from the Minutes of the above meeting
- c. To approve the Minutes of the Extraordinary Council Meeting for the Freedom of the Parished Area of Southwater held on 13<sup>th</sup> October 2021

**168. Committees**

- a. **Finance & General Purposes Committee**
  - i. To receive and approve the minutes and any decisions and recommendations of the F&GP Committee Meeting held on 20<sup>th</sup> October 2021. (CPA)
- b. **Planning Committee Meeting**
  - i. To receive and approve the minutes and any decisions and recommendations of the Planning Meeting held on 7<sup>th</sup> July 2021 (CPA)

**169. Accounts – (CWA)**

- a. Balance Sheet to date – To receive, note and approve.
- b. Income and Expenditure – To receive, note and approve.
- c. To approve the continued use of Direct Debits in accordance with Financial Regulations

**170. Internal & External Audits – (CWA)**

- a. To receive and note the Internal Audit 2021-22 interim Report by Mulberry & Co.
- b. To receive and note the External Audit/notice of Conclusion of Audit 2020-21

**171. General Reserves Policy – to consider revised General Reserves Policy for 2022-23 (CWA)**

**172. Lead Councillors – to discuss and consider the updated revised Terms of Reference - (CWA)**

**173. To receive and consider any County Council Reports and Communications not covered elsewhere on this Agenda.**

**174. To receive and consider any District Council Reports and Communications not covered elsewhere on this Agenda.**

**175. The Ghyll CIO - update from Councillor Neale and to receive a copy of the Annual Return (CWA)**

**176. Fire Safety Policy – to receive and consider (CWA)**

**177. Declaring Climate Emergency – to consider declaring a Climate Emergency and to consider making improvements towards becoming Carbon Neutral by 2030 (CWA)**

**178. To consider changing the name of the Parish Council** – to receive and consider changing the name of the Parish Council (CWA)

**179. YAP** – to discuss and consider a Youth Advisory Panel – (*Councillor Lewis to advise*)

**Due to the confidential nature of the business to be transacted for Items 180 (i)(ii)(iii); this part of the meeting will not be available for public attendance or via live stream in accordance with Section 3(d) of Standing Orders.**

**180. SYP Payments from SPC**

- (i) to receive the email request from two Councillors regarding reconsidering Item 117 (ii) of the 14<sup>th</sup> July 2021 FPC meeting.
  
- (ii) In conjunction with the above, to consider Invoice dated 14<sup>th</sup> June 2021 for £5,469.66 to Dorking and Horsham Methodist Circuit – 1<sup>st</sup> September 2020 to 31<sup>st</sup> August 2021. *'Recovery of amount deducted in error from previous invoice 20201204.'*
  
- (iii) To discuss and consider the Invoice received from SYP dated 21<sup>st</sup> September 2021 for contribution to Southwater Youth Project relating to 1<sup>st</sup> September 2021 to 31<sup>st</sup> August 2022 totalling £17,000. Payable to Dorking and Horsham Methodist Circuit.

**181. Southwater Village Hall - Change of Representative (Custodial Trustee) on the Village Hall Committee**

**182. DATE OF NEXT MEETING – 19<sup>th</sup> January 2021**

**THE PARISH COUNCIL CURRENTLY HAVE THREE VACANCIES AND ARE LOOKING FOR PEOPLE WHO ARE INTERESTED IN BECOMING INVOLVED WITHIN THEIR COMMUNITY. IF YOU ARE INTERESTED IN BECOMING A PARISH COUNCILLOR AND REPRESENTING YOUR COMMUNITY, PLEASE CONTACT THE COUNCIL ON 01403 733202 OR EMAIL: [enquiry@southwater-pc.gov.uk](mailto:enquiry@southwater-pc.gov.uk)**

**Dawn Spouge  
EXECUTIVE OFFICER  
11<sup>th</sup> November 2021**