



**HAYWARDS HEATH
TOWN COUNCIL**

Town Hall 40 Boltro Road, Haywards Heath West
Sussex, RH16 1BA
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7th July 2021

To all Councillors,

Dear Councillor,

You are hereby summoned to attend a **MEETING OF HAYWARDS HEATH TOWN COUNCIL** to be held on **Monday 12th July 2021** via Zoom Video Conferencing at **7.30pm** when the following business will be transacted. Please use the following Zoom link.

<https://us02web.zoom.us/j/81679598478?pwd=UXMxSFRpNmN4c3VVQnh4N3hMTDVQZz09>

Please note that this meeting is an informal meeting due to the Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020, to allow local authorities to conduct meetings remotely, not being extended in May 2021. Any matters that can be delegated to the Town Clerk will be actioned under resolution 19 of the Annual Full Council Meeting dated 05/05/21 and all other matter that can solely be dealt with the Council (as identified on the agenda) will be held over to the meeting of the Town Council in September.

Yours sincerely
Steve Trice
Town Clerk

A G E N D A

1. Town Council Prayer.
2. To note any apologies for absence.
3. Public Forum - *Members of the public are invited to ask questions or raise issues which are relevant and are the concern of this Council. A period of 15 minutes is allocated for this purpose. Notice of intention to address Council should be given to the Clerk by noon of the day of the meeting.*
4. To note the Minutes of the Annual Meeting of the Council held on 5th May 2021. (To be held over to 27th September 2021 for formal agreement).
5. To receive Declarations of Interest from Members in respect of any matter on the agenda.
6. To dispose of any business outstanding from the last meeting.
7. To note the Mayoral Engagements and any announcements.
8. To note the Resolutions of the following Committees. (To be held over to 27th September 2021 for formal agreement).

a) Policy and Finance Committee 21st June 2021

MINS. 1 – 16

9. To receive updates from the Town Clerk on matters relating to the Town Council for information; (verbally and notes tabled before and on the evening of the meeting.
 1. Town Hall operations and staffing arrangements post 19th July 2021.
 2. Town Day arrangements.
 3. Hurst Farm.
 4. Environment Working Group.
 5. Clair Hall MSDC consultation.
 6. Any other operational matter.

10. To consider any urgent items the Mayor has received.

11. To consider exclusion of Public and Press.

This meeting is being held under the provisions made on the 4 April 2020, when the government brought The Local Authorities (*'During this meeting the public are allowed to film the Committee and officers only from the front of the public gallery, providing it does not disrupt the meeting. **Any items in the Exempt Part of the agenda cannot be filmed.** If another 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 all members of the public are requested to switch their mobile devices to silent for the duration of the meeting.*

Town Mayor Cllr Howard Mordin **Town Clerk** Mr Steven Trice