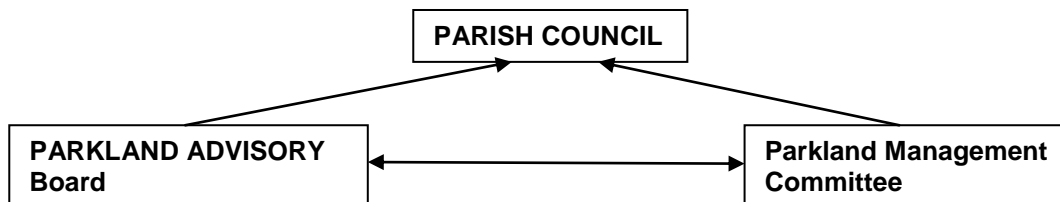


To: Members of Council

**BRIEFING NOTE**

**Parkland Advisory Board**

1. The purpose of this Note is to seek Council's approval of the membership of the Advisory Board. The Terms of Reference for the Board were approved by Council at its meeting 21 January 2016 (Minute C15/089) and are reproduced below. It was subsequently agreed (council meeting 26 May 2016) that the Parish Council membership would be increased to 5.



**Terms of reference**

1. To ensure that the terms of the covenants, planning agreements, and the LEMP are followed.
2. To review the management of the Parkland and make recommendations to Council for change.
3. To review the benefits to the community and make recommendations to Council for change.
4. To consider the introductions of new projects .
5. To consult the Parkland Management Committee to ensure that maintenance and projects are undertaken satisfactorily.
6. To submit and Annual Report of the Advisory Council's work to the Parish Council.
7. To meet 4 times a year.

**Membership**

1. Each member appointed by the Parish Council
2. Parish Council Members (5)
  - Residents of the Parish (5)
  - Hurstpierpoint Society (1)
  - Woodland Flora + Fauna Group (1)
  - St Georges Millennium Garden (1)
  - Woodland Trust (1)
  - Mid Sussex District Council (member) (1)
  - Total = 15 members
3. Chairman to be a Parish Councillor, appointed by the Parish Council.

2. Expressions of interest have been received from 10 members of the public, following the publicity in May/June 2016, to fill the 5 available places. Following discussion with the Chairman and VC of Council, 4 candidates are proposed for inclusion on the Board at this stage. It was felt that the remaining candidates did not quite fulfil the requirements of the role. A fifth candidate could be added at a later date. Three Council representatives were agreed at the Council meeting of 26 May 2016, and it is now proposed that VC Allan Brown and Clerk Stephen Hoyles fill the remaining two places.

3. The suggested membership is therefore as follows:

<b>Parish Council representatives</b>	<b>Special groups representatives</b>	<b>Members of the public</b>
Stephen Hand David Evans Matthew Stokes Allan Brown Stephen Hoyles (Clerk)	Patrick Howarth: (Hurstpierpoint Society) Michael Nailard: (Woodland Flora + Fauna Group ) David Brown (St Georges Millennium Garden ) Tony Whitbread (Sussex Wildlife Trust ) John Wilkinson (Mid Sussex District Council)	(Refer to list of applicants)

4. It is proposed that the following rotation of places is followed to ensure that the Board remains refreshed. Each member can be re-appointed.

Parish Council: appointments confirmed each year at Council AGM.

Special Group: appointments for 3 years.

Members of the public: appointments for 2 years.

5. It is intended that the Board convenes as scheduled on 12 July 2016.

*(Ref: BRIEFING NOTE 10 February 2016 – Parkland Management + Governance; Advisory Board advert poster - May 2016; Schedule of applications – 21 June 2016)*

**RECOMMENDATION to Council: The Parkland Advisory Board membership and rotation of appointments is approved.**

Stephen Hoyles  
CLERK TO THE COUNCIL  
22 June 2016

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