

LOCAL GOVERNMENT ACT 1972

PARISH OF CAPEL, BEARE GREEN AND COLDHARBOUR

NOTICE OF MEETING OF PARISH COUNCIL

NOTICE IS HEREBY GIVEN THAT:

THE FULL PARISH COUNCIL MEETING WILL BE HELD ON MONDAY 15 DECEMBER 2025 IN CAPEL PARISH HALL STARTING AT 7:30PM.

PUBLIC QUESTIONS

TEN MINUTES WILL BE AVAILABLE DURING THE MEETING FOR MEMBERS OF THE PUBLIC TO EXPRESS A VIEW OR ASK A QUESTION RELEVANT TO MATTERS ON THE AGENDA.

MEETING ETIQUETTE

AGENDA

- 1 Apologies for Absence
- 2 To sign the minutes of the Full Council meeting held on 17 November 2025
- 3 Declarations of Interest
- 4 Public Questions
- 5 Clerk's Report
6. Planning Applications:
 - MO/2025/02553 - Old Wattlehurst Farm, Horsham Road, Capel
 - MO/2025/02554 – Rowemount Cottage, Abinger Road, Coldharbour.
 - MO/2025/02660 – 1 Bearehurst Cottages, Henhurst Cross Lane, Coldharbour
 - MO/2025/02608 - Grene Trest, Horsham Road, Beare Green
7. Land Rusper Road, Capel
8. Brook Cottage, Capel
9. Parish Assets
- 10 Royal Garden Party Nomination 2026
- 11 Succession Plan and 12-Month Strategy
- 12 To agree, approve and adopt Data Audit Report
- 13 To agree, approve and adopt Risk Management Policy and Risk Register
- 14 **Reports from Members**
 - (a) Finance
 - (i) To agree, adopt and sign accounts to 15 December 2025
 - (ii) Precept 2026/27
 - (ii) To sign Bank Reconciliation
 - (b) Ward Matters
 - (i) Beare Green
 - (ii) Capel – Parking Vicarage Lane
 - (iii) Coldharbour
- 15 Correspondence
- 16 Urgent matters at discretion of Chairman for note or inclusion on a future agenda.

Yours sincerely
Mrs J Russell,
Clerk to the Parish Council

10 December 2025

DATES OF NEXT MEETINGS:

Finance Committee: Monday 05 January 2026

Planning Committee: Monday 05 January 2026

Full Parish Council: Monday 19 January 2026

ALL MEETINGS COMMENCE AT 19:30 IN CAPEL PARISH HALL