

# SLAUGHAM PARISH COUNCIL



## Parish Council Annual Meeting AGENDA

The Council Members are summoned to a Meeting to be held on  
Thursday 28<sup>th</sup> May at 6.30pm – Sports Pavilion, High Street, Handcross

Sally Mclean - Clerk to the Council Email [clerk@slaugham-pc.gov.uk](mailto:clerk@slaugham-pc.gov.uk) Website: <http://www.slaughampc.co.uk>

Press and Public are welcome to attend - Public attendance at Parish Council meetings - The Parish Council is an open and transparent local authority and encourages public attendance at meetings.

The outgoing Chair of Council will be Chair of the Meeting until the conclusion of Item 1. If there is no current Chair, then the Clerk will take the meeting until Item 1

- 1 **Election of Chair:** To elect the Chairman of the Parish Council for the ensuing year and receive declarations of office as Chair of the Council:
- 2 **Election of Election of Vice Chair:** To elect the Vice Chairman of the Council for the ensuing year and receive declarations of office as Vice-Chairman of the Council.:
- 3 **Declarations of interest:** To receive and record any declarations of interest in respect of items on the agenda.
- 4 **Apologies for absence:** To receive and accept apologies for absence.
- 5 **Approval of the Minutes of the Previous Meeting.** Parish Council Meeting **30th April 2026** previously distributed.
- 7 **Adjournment for questions from the public:** Council to consider adjournment of the meeting in accordance with Council's Standing Orders, to receive questions from members of the public in attendance in respect of items on the agenda.
- 8 **To appoint Standing Committees for the Year 2025/26** The Council is asked to confirm the membership of the standing Committees.
- 9 **Appointment of representatives to Committees:** To confirm the appointment of the Council's representatives to outside organisations for the municipal year 2025/26. Members are asked to review the current list of appointments, consider any changes required, and resolve to appoint or re-appoint representatives as appropriate.
  - 9.1 **Planning** – considers planning applications deals with Street Lighting, Highways (incorporating traffic calming, pedestrian safety, traffic management and highway lighting) and Emergency Planning:  
**Current Members:** Cllrs Eric Prescott (Chair), Lesley Read, James Keating, Jane MacNaughton, Ken Boyle
  - 9.2 **Neighbourhood Planning Committee** - To develop a Neighbourhood Plan, for a sustainable and vibrant thriving rural community, driven by the needs and aspirations of the people in Slaugham Parish  
**Current Members:** Cllrs Eric Prescott (Chair), James Keating, David Dunn, Lesley Read, Jane MacNaughton, , Gary Marsh and Julia Elliott.
  - 9.3 **Finance, Governance & Estates Committee** – deals with finance matters, proposals for budgets, projects, communications  
financial policy matters etc:  
**Current Members:** Cllrs Gary Marsh (Chair), David Dunn, , Jane MacNaughton, Jane MacNaughton Julia Elliott, and Eric Prescott
  - 9.4 **Recreation** – deals with all matters concerning the Recreation grounds, Playgrounds and Allotments:  
**Current Members:** Cllr's Lesley Read (Chair), Julia Elliott, Jane MacNaughton, Ken Boyle, Gary Marsh.
  - 9.6 **Appointment of representatives to other organisations for 2024/25:** The Council is asked to confirm the appointment of its representatives on other organisations. Members each take a subject as their special interest and report to Council, currently we have the following:
    - Disabled, Care in the Community: VACANT
    - Children and Youth Matters: Recreation Committee
    - Footpaths: Cllr Lesley Read
    - Highways to Inc Bus Services: Planning Committee
    - Charities /Funding: Finance & Policy Committee
    - Community Centres: Recreation Committee
    - Allotments: Cllr Lesley Read
    - Trees: Recreation Committee - Appointed Tree Warden
    - Emergency Resilience Planning: VACANT
    - Crime Prevention: VACANT

**Parish Council Representatives with Outside Bodies** Council representatives on outside bodies will receive notice of meetings by email and may take forward any relevant comments from the Parish to those meetings and report back to Council.

**WSALC - Sussex Association of Local Councils** Protect and promote the interests, rights, functions and privileges of member councils. Assist Councils in the performance of their duties and to promote and develop the social, cultural and recreational life of towns, parishes and villages. Promote widespread and well-informed interest in Local Government. **The Clerk, Cllr Prescott**

**Mid Sussex Association of Local Councils (MSALC)** - The MSALC is a group forum for all Local Authorities in Mid Sussex to enable the pooling of ideas, discussing items of mutual interest and where necessary, making representations to District and County Authorities). **Cllr Eric Prescott,**

**Action in Rural Sussex (AiRS)** Provides help and advice to Local Authorities and Residents Associations on Local Action Plans, Village Appraisals and surveys. It highlights problems specific to rural areas and will try to create a climate in which rural businesses and communities can prosper). **Recreation Committee**

**Council for the Protection of Rural England – (CPRE)** Protects and concerns itself with inappropriate, or any, development of sensitive areas of the rural countryside. Campaigns inside and outside Parliament in the cause of Rural Conservation. Local Branches seek to influence planning and development control policies of public authorities and private developers. **Planning Committee**

10. **Matters from District & County Councillors:** to receive verbal reports from representatives of other authorities:
  - 10.1. **Mid Sussex District Council (MSDC):** Press Release/s *cc'd in advance*
  - 10.2. **West Sussex County Council County Local Committee (WSCC –** Press Release/s updates *cc'd in advance*
11. **Committee Reports:** To receive and approve committee and advisory group reports/updates
  - 11.1. **Finance, Governance & Estates Committee:** To update members on current activities:
  - 11.2. **To consider and agree the Annual Governance and Accountability Return for the year ending 31 March 2026:** To consider and agree the Annual Governance and Accountability Return for the year ending 31 March 2026 ensuring it accurately presents the financial management of the Council as required by the Accounts and Audit Regulations 2015 as follows:
  - 11.3. **Members are asked to review and ratify the recommendation/s set out below :**
    - 11.3.1. Members are asked to review and adopt **2025/26** Finances to 31<sup>st</sup> March 2026 (*attached*)
    - 11.3.2. To review and note the Internal Auditors Report: **RECOMMENDATION** The Council approve the Internal Auditors Report **2025/26:** (*attached*)
    - 11.3.3. **Annual Governance Accountability Return (AGAR) 2025/26:** The Council to consider and agree that the Annual Governance and Accountability Return for the year ending 31 March 2026. (*attached*)
    - 11.3.4. **To ratify and adopt Section 1: The Annual Governance Statement 2025/26 RECOMMENDATION:** The Council approve the adoption of Section 1: Annual Governance Statement **2025/26.** (*attached*)
    - 11.3.5. **To ratify and adopt Section 2: The Accounting Statement 2025/26 RECOMMENDATION:** The Council approve the adoption of Section 2: The Annual Governance Statement **2025/26**(*attached*)
    - 11.3.6. **To agree the period of the public's right of inspection** (the Regulations require the period to include 30 working days and the first ten working days of July) **RECOMMENDATION:** The Committee recommends the period of public inspection of the accounts. (*attached*)
    - 11.3.7. **Members are asked to agree that the Annual Governance and Accountability Return (AGAR) for 2025/26 be submitted to the External Auditor. RECOMMENDATION:** That the Council approves the AGAR for 2025/26 and authorises its submission for external audit.
  - 11.4. **Recreation:** To update members on current activities: To approve meeting/note minutes
  - 11.5. **Neighbourhood Planning:** To update members on current activities: To approve meeting/note minutes
  - 11.6. **Planning Committee:** Members to consider updates and to approve meeting/notes minutes
12. **Chairman's Report:** to receive verbal updates
13. **Clerks Report –** To receive verbal updates
14. **Finance Matters Payments and receipts** The Committee is asked to RESOLVE to approve:
  - 14.1. Payments and receipts The Committee is asked to RESOLVE to approve: To approve Bank Reconciliation for March 2026 - Approval in line with scheme delegation (*Ref: Bank Payment in advance*)
  - 14.2. The Committee is asked to RESOLVE to approve the schedule of payments for May 2026 previously distributed.
15. **Correspondence/Information Items/Publications/Consultations:** (*Correspondence cc'd in advance to members*)
16. **Highways/Footpaths:** to review highways projects/items
17. **Police / NHW Report / Resilience Group Reports**
  - 17.1. Crime Reports cc'd members – Updates issued to members in advance

**18. Any other matters that the Chairman wishes to raise for future discussion:**

**Date of next meeting/s –**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_