

SLAUGHAM PARISH COUNCIL

Parish Council Meeting MINUTES

Meeting held on Thursday 26th September 2024 7.30pm – The Sports Pavilion, High Street, Handcross

Sally Mclean - Clerk to the Council Email clerk@slaughampc.co.uk Website: <http://www.slaughampc.co.uk>

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



Present: Cllr's Julia Elliott, Eric Prescott, Adrienne Melville, Lesley Read, Bob St George, James Keating, Carole Steggles, Philip Morris

Others Present: Cllr Bruce Forbes, one member of public

- 1. Apologies for Absence:** To receive and accept apologies for absence. Cllrs Gary Marsh, Jane MacNaughton, Debbie Beckinsale, David Dunn
- 2. Declaration of interest from members in respect of any items on the agenda:** To record any declarations of interest
- 3. Approval of the Minutes of the Previous Meeting/s held on The Annual Meeting 25th July 2024** -To receive and accept the Minutes Proposed Cllr Adrienne, second Cllr Read, APPROVED RESOLVED
- 4. 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

Member of the public commended the Council for the installation of the new bus shelter in Handcross.

A request was made for an update on the status of St Martins Close East, with emphasis on the need for affordable housing. In the absence of Cllr Prescott, Chair of Planning, the Clerk explained that while the project is progressing, it is moving slowly due to legal issues related to the covenants, which are causing delays on the developers' side. The matter has been escalated, and the Committee plans to hold a neighbourhood planning meeting next month, should the issue remain unresolved, to discuss the next steps for advancing the site.

- 5. Matters from District & County Councillors:** to receive verbal reports from representatives of other authorities
 - 5.1. Mid Sussex District Council (MSDC):** Press Release/s updates *cc'd in advance*
 - Following the Council's recent decision to progress the formation of a Joint Venture with NewRiver REIT plc (NewRiver), which aims to deliver the redevelopment of Martlets Shopping Centre in Burgess Hill, both parties are jointly delivering a series of activities to mark their commitment to the partnership and help enliven the school holiday and festive periods for the local community.
 - The masterplan Hemsleys Meadow/Finches Field is now out to tender – SPC are planning to meet with the leisure team to continue discussions around the play area, mound and the car park.
 - Parking Consultation advising on the changes to be applied has been issued
 - Mid Sussex Matters is now available digitally residents are being asked to subscribe to it <https://www.midsussex.gov.uk/about-us/mid-sussex-matters-newsletter/>
 - 5.2. West Sussex County Council Local Committee (WSCC/CLC) –** Press Release/s updates *cc'd in advance*

Balcombe Doctors Surgery Closure - An application to the NHS Sussex Integrated Care Board to close Gilletts Surgery and provide all services from the existing surgery in Handcross at Dumbledore Primary Care Centre. The decision to apply to close the Balcombe branch surgery is to create a safer, improved GP service for now and in the future. A survey/text message was issued to the local residents.

The Clerk raised the parking issues on Old Brighton Road, North – This has been escalated to the Highways Officers/Stewards to investigate as this could impact access for emergency services.

Cllr Eric Prescott joined the meeting 7.45pm

- 6. Committee Reports:** Council to consider the recommendations, receive and note committee and advisory group/updates: To approve meeting and or briefing notes received in advance of the meeting convened:
 - 6.1. Finance & Policy Committee:** To update members on current activities: To approve meeting/note minutes and recommendations:
 - 6.1.1** To consider and note any comments from the Annual Return External Auditors Report [AGAR 2023/24](#) Proposed Cllr Elliott Second Cllr Prescott **APPROVED RESOLVED**
 - 6.1.2** To consider and approve grant request Rosemary Club, Handcross £500/1000 cc;d in advance £750 (s137) Proposed Cllr Elliott Second Cllr Prescott **APPROVED RESOLVED**
 - 6.2. Recreation:** To update members on current activities and to approve meeting/note minutes from meeting held:
 - Recreation Ground - Rude Mechanicals request to use the site 10th July
 - Sports Pavilion - PJ Cole to quote for drainage clearance and repairs £740 plus VAT Proposed Cllr Read, Second Cllr Elliott **APPROVED RESOLVED** The Clerk to request a quote for a future maintenance programme
 - Allotments – The Committee looking to gather quotes to clear rubbish that has been collected on site Cllr Read to advise.
 - 6.3. Neighbourhood Planning: Land at St Martin Close** - To update members on current activities to review and approve meeting/note minutes where required: see item 4 Members to consider holding a meeting within the next month to consider the Councils options TBC
 - 6.4. Planning Committee:** Members to consider updates: To approve meeting minutes of meeting/notes *cc'd in advance*
 - 6.4.3** To update members on the Hemsleys/Finches Masterplan Application [DM/24/0114](#) see item 5

- 6.5. **Communications Committee:** Members to consider updates: To approve meeting minutes of meeting/notes
- 6.5.1 Members to approve Parish Council website logo [attached](#) **NOT APPROVED** Returned to Committee
The Clerk has training on the new website Tuesday 1st October, at which time she will be given a link to the site for committee review, others can be trained at the same time or join another session.
7. **Chairman's Report:** to receive verbal report for the Chair:
- 7.1. **Committee Attendance** – The Chair asked for more representation on the adopted Committees.
- Cllr Keating – To be included onto Planning Committee and Traffic Calming Committee Sub Committee
 - Cllr Steggle – To attend Recreation Committee Meeting
8. **Clerks Report** – to receive information, verbal or written report from the Clerk papers cc'd in advance
- 8.1. To update members on the installation of the replacement Bus Shelter – Handcross – Future planting in the area is planned the Clerk to meet with the Highways stewards.
- 8.2. National Planning Policy Framework – to consider responding to the consultation (note from the West Sussex Association of Local Councils ([attached](#)) **APPROVED RESOLVED**.
- 8.3. To update members on other matters/projects currently being pursued by the Clerk.
- Knapes Field – Quotes for clearance of the field and access via the allotments for immediate and future maintenance.
 - Common Land – Cllr Prescott and the Clerk to meet with the tree surgeons to look at tree works and footpath clearance.
9. **Finance Matters Payments and receipts** The Committee is asked to RESOLVE to approve: Bank Reconciliation for month July & August 2024 Approval in line with scheme delegation (*Ref: Bank Payment Analysis Part August & September cc;d in advance attached*) **RECOMMENDATION:** The Committee approves the schedule of payments for August & September 2024 as listed: Proposed Cllr Prescott Second Cllr Morris

Date: 25/09/2024		Slaugham Parish Council		Page 1					
Time: 14:09		Cashbook 1		User: SM					
		Current Bank A/c							
Payments made between 01/08/2024 and 30/08/2024									
Nominal Ledger Analysis									
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
02/08/2024	British Gas	DDR	122.15			4502	401	122.15	Mac Hall Gas
02/08/2024	Adobe Product	DDR	19.97		3.33	4122	101	16.64	Adobe Product
09/08/2024	Lukes Garden Services	BACS	260.00			4406	401	130.00	Pease Pottage Village Green
						4415	401	70.00	Slaugham Playground
						4414	401	60.00	Mac Hall
09/08/2024	DH Group Electrical and Fire	BACS	240.00		40.00	4414	401	200.00	Mac Hall Fire Inspections
09/08/2024	Ellis Cleaning Services Ltd	BACS	25.20		4.20	4418	401	10.50	Hygiene Units HX
						4414	401	10.50	Hygiene Units PP
09/08/2024	National Assoc Local Councils	DD	39.22			4126	101	39.22	Training NALC
12/08/2024	Society of Local Council Clerk	BACS	348.00			4127	101	348.00	Clerk Membership Subs
12/08/2024	National Allotment Society	BACS	67.00			4127	101	67.00	Membership National Allot Soci
13/08/2024	Land Registry	BACS	6.00			4413	401	6.00	Land Search
27/08/2024	SSE Energy Supply	DDR	452.72		28.87	4500	501	423.85	Unmetered UMS Street Lights
Total Payments:			1,580.26	0.00		76.40		1,503.86	

Date: 25/09/2024		Slaugham Parish Council		Page 1						
Time: 15:43		Cashbook 1		User: SM						
		Current Bank A/c								
Payments made between 01/08/2024 and 25/09/2024										
Nominal Ledger Analysis										
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details	
02/09/2024	British Gas	DDR	103.35			4502	401	103.35	Mac Hall Gas	
05/09/2024	Adobe Product	DDR	19.97		3.33	4122	101	16.64	Adobe Product	
12/09/2024	Start Safety UK	DD	234.20			3903	4318	301	195.17	Highways Equipment Cones
25/09/2024	Ellis Cleaning Services Ltd		126.00	126.00		2100	4414	401	52.50	Hygiene Collect Mac H
						4418	401	52.50	Hygiene Collect Sport	
25/09/2024	West Sussex County Council	BACS	4,709.70			4100	101	4,709.70	Staff Salaries July 2024	
25/09/2024	Lukes Garden Services	BACS	201.98			4415	401	50.00	Slaugham Playground	
						4406	401	70.00	Village Green Pease Pottage	
						4414	401	55.99	Mac Hall	
						4418	401	25.99	Sports Pavilion	
25/09/2024	Netcom IT Solutions	BACS	288.48		48.08	4124	101	240.40	Various IT Support	
25/09/2024	TSM Ltd	BACS	144.00		24.00	4418	401	120.00	Wifi IT Support	
25/09/2024	Parish Office	BACS	298.10			4140	101	233.10	Travel	
						4145	101	45.00	Parish Office	
25/09/2024	Foster Landscapes Ltd	BACS	225.20			4138	101	20.00	Tel/Broadband/Mob	
						37.53	4415	401	93.83	Inspections PG Slaugham
						4401	401	93.84	Inspections PG Handross	
25/09/2024	Complete Garden Service Tree S	BACS	318.00		53.00	4315	301	265.00	Tree/Shrub Clearance Bus Shell	
25/09/2024	Three Mobile PPCC	BACS	21.58		3.80	4414	401	17.98	Wifi Mac Hall	
25/09/2024	Mid Sussex District Council	BACS	200.00			4200	201	200.00	Allotments Lease Warminglid	
25/09/2024	DH Group Electrical and Fire	BACS	353.52		58.92	4414	401	294.60	Mac Hall Fire Equip	
25/09/2024	Ellis Cleaning Services Ltd	BACS	63.00		10.50	4414	401	26.25	Hygiene Collect Service Mac H	
						4418	401	26.25	Hygiene Collect Service Pease	
25/09/2024	West Sussex County Council	BACS	4,709.70			4100	101	4,709.70	Staff Salaries August	
Total Payments:			12,018.78	0.00		298.99		11,717.79		

10. **Correspondence/Information Items/Publications/Consultations:** (*Correspondence cc'd in advance to members*)
- 10.1. Licensing consultations – To consider responding to any of the following consultations cc'd in advance: NOTED
- [Statement of Licensing Policy](#)
 - [Pavement Licensing](#)
 - [Animal Welfare Policy](#)
 - [Taxi Licensing Policy](#)
11. **Highways/Footpaths:** to review highways projects/items
- 11.1. Slaugham, Park Road/Village Green/Heritage damage – To consider procurement of materials for temporary repair works £80/£100. **APPROVED RESOLVED**
12. **Police / NHW Report / Resilience Group Reports**
- 12.1. Crime Reports cc'd members – Updates issued to members in advance
13. **Any other matters that the Chairman wishes to raise for future discussion:** None
14. **Date of next meeting/s –**

Signed: _____ Date: _____