

SLAUGHAM PARISH COUNCIL

Parish Council Meeting MINUTES

Meeting held on Thursday 27th June 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: Cllrs Julia Elliott, Eric Prescott, Jane MacNaughton, Phil Morris, David Dunn, Lesley Read, Carole Steggles

- 1. Apologies for Absence:** To receive and accept apologies for absence. Cllr's Gary Marsh, Adrienne Melville, Bob St George, James Keating
- 2. Declaration of interest from members in respect of any items on the agenda:** To record any declarations of interest: None
- 3. Approval of the Minutes of the Previous Meeting/s held on The Annual Meeting 23rd May 2024** -To receive and accept the Minutes: Proposed Cllr Prescott second Cllr MacNaughton **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.

Item reference 7.4 – St Martins Close: The Council has spoken with their advisors, who are in contact with developers to get an update on the site's progress. They are pressing for a response. The landowner of the west site is eager to move forward with the scheme. The Committee intends to continue pushing for an update.

- 5. Casual Vacancy Councillor Co-option** – This Council publicised members vacancy in the villages of Handcross & Pease Pottage, Warninglid & Slaugham ward for the statutory period s.87(2) of the Local Government Act 1972 ("the 1972 Act") for the receipt of petitions for election from 10 electors or more and to date no valid notifications have been received. There is no statutory requirement to give public notice of local council vacancies which remain unfilled after an ordinary election (s.21(2) Representation of the People Act 1985), however this Council gives public notice of vacancies which arise in both circumstances for transparency and to attract more candidates. The Council are therefore permitted to co-opt in accordance with (Rule 6 of 1986 Rules and s87 Local government Act 1972).

Candidate - Ms Debbie Beckinsale

The Councillors welcomed Debbie to the meeting, having reviewed her application without any additional questions. Councillor Julia Elliott proposed that Ms Debbie Beckinsale be co-opted to the Parish Council, and this was seconded by Councillor Eric Prescott. The proposal to co-opt Ms Debbie Beckinsale as a member of the Parish Council was put to a vote and unanimously resolved.

The Clerk advised that a new vacancy notice has been advertised for the vacancy of Councillor in Pease Pottage & Handcross. This will run for 14 days and expire on the Monday 15th July 2024. The elections team will advise the Parish Council whether an election has been called or whether you are free to co-opt.

- 6. Matters from District & County Councillors:** to receive verbal reports from representatives of other authorities
 - 6.1. Mid Sussex District Council (MSDC):** Press Release/s updates *cc'd in advance*
Cllr Prescott advised that dialogue was ongoing with the leisure team in relation to the proposals outlined within the application on the Hemsleys Meadow & Finches Field Masterplan. The Committee will hold a meeting to discuss their options.
 - 6.2. West Sussex County Council County Local Committee (WSCC/CLC)** – Press Release/s updates *cc'd in advance*
Cllr Bruce Forbes – Item 12.5 Council members are asked to consider supporting the request to reduce the speed limit along High Beeches Lane additional information *cc'd in advance*. The Council agrees to support the application to reduce the speed limit in principle but would like to understand what other traffic calming measures are to be implemented as part of the scheme to encourage better driving conditions in the area. The Clerk to resend her notes from previous discussions in relation to the scheme and potential proposals and to confirm Councils support.
- 7. 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:
 - 7.1. Finance & Policy Committee:** To update members on current activities: To approve meeting/note minutes and recommendations set out below on the 12th June 2024.
 - 7.2. Members are asked to review and ratify the recommendation/s made at Committee:**
 - 7.2.1.** To note the Internal Auditors Report: RECOMMENDATION The Council approve the adoption of the Internal Auditors Report 2023/24: Proposed Cllr Eric Prescott second Cllr David Dunn **APPROVED RESOLVED**
 - 7.2.2. Annual Governance Accountability Return (AGAR) 2023/24:** The Council to consider and agree that the Annual Governance and Accountability Return for the year ending 31 March 2024 accurately presents the financial management of the Council as required by the Accounts and Audit Regulations 2015.
 - 7.2.3. To ratify and approve Section 1: The Annual Governance Statement 2023/24** RECOMMENDATION: The Council approve the adoption of Section 1: Annual Governance Statement **2023/24**. Proposed Cllr Eric Prescott second Cllr Phil Morris **APPROVED RESOLVED**

- 7.2.4. **To ratify and approve Section 2: The Accounting Statement 2023/24** RECOMMENDATION: The Council approve the adoption of Section 2: The Annual Governance Statement **2023/24** Proposed Cllr Jane MacNaughton second Cllr Lesly Read **APPROVED RESOLVED**
- 7.2.5. **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) **1st July 2024 – 9th August 2024** RECOMMENDATION: The Committee recommends the period of public inspection of the accounts. Proposed Cllr Eric Prescott second Cllr Jane MacNaughton **APPROVED RESOLVED**

- 7.3. **Recreation:** To update members on current activities: To approve meeting/note minutes from meeting held:
- 7.3.1. MacNaughton Hall maintenance works have been completed.
- 7.3.2. Recreation Ground – Lime Tree Root. The root ball of the fallen lime is approximately 4 meters from the main stem, has fallen back into the root ball pit. This has caused multiple suckers to grow from the base. It is nearly impossible to identify the failure of these small suckers before the limb fell. The Clerk contacted local tree surgeon Pete Sadler, who promptly attended the site and removed the suckers obstructing the path leading to Water Lane. The Council's contractors will handle the removal of the larger stems from the base. Completely removing the tree would create a large hole, necessitating significant landscaping and/or replacement of the tree.
- 7.4. **Neighbourhood Planning: Land at St Martin Close** - To update members on current activities and to review and approve meeting/note minutes where required: Meeting 31st July 2024 TBC
- 7.5. **Planning Committee:** Members to consider updates: To approve meeting minutes of meeting/notes *cc'd in advance*
- 7.5.1. To update members on the Hemsleys/Finches Masterplan Application [DM/24/0114](#)
- 7.6. **Communications Committee:** Members to consider updates: To approve meeting minutes of meeting/notes *cc'd in advance*: Cllr Morris provided an update on progress: The next working group meeting is the 16th July 2024.
- The Clerk has created a new Facebook page for sharing meeting details, event information, and services. Members are encouraged to share the page with their local groups and associations so residents can follow it. All future Council information will be posted on this new "official" page.
 - The Clerk has attended two sessions with the Aubergine website team to examine site mapping and content transfer.
 - The team will also be looking a new logo for the Parish Council
 - The council's email accounts will all transition to government .gov.uk

8. **Chairman's Report:** to receive verbal report for the Chair:

9. **Clerks Report** – to receive verbal or written report from the Clerk papers *cc'd in advance*

10. **Finance Matters Payments and receipts** The Committee is asked to RESOLVE to approve: Bank Reconciliation for month May 2024 Approval in line with scheme delegation (*Ref: Bank Payment Analysis Part May & June cc'd in advance attached*) **RECOMMENDATION:** The Committee approves the schedule of payments for Part May & June 2024 Proposed Cllr Jane MacNaughton second Cllr David Dunn **APPROVED RESOLVED**

10.1. Members are asked to consider the formation of a dedicated working group to address traffic calming measures, speed indicator device (SID) locations, maintenance, reporting, and control of roadside vegetation. Concerns have been raised regarding speeding, the positioning and upkeep of speed indicator devices, and the impact of overgrown vegetation: *see attached briefing note*.

10.2. Members are asked to consider the quote/s for two new solar panel speed indicator devices for Horsham Road, Handcross £4178,98 *cc'd in advance* **APPROVED RESOLVED**. The Clerk will write the required report and investigate funding.

11. **Correspondence/Information Items/Publications/Consultations:** (*Correspondence cc'd in advance to members*)

12. **Highways/Footpaths:** to review highways projects/items

12.1. Slaughtam, Park Road/Village Green/Heritage damage – Update on the proposal of a temporary repair. The CIC recommend MOT type 1 to be installed. They will be gathering quotes that will help expedite the repair and ensure that they are highway approved.

12.2. Traffic calming management plan – Members to consider adopting a working group for the ongoing management of the Councils traffic calming assets, to include future reporting and review of locations. Cllr's Gary Marsh, Debbie Beckinsale and Julia Elliott.

12.3. Bus Shelter Damage – To update members on the damaged shelter by MOTO services Pease Pottage.

12.4. Tree Inspection – Coos Lane, Furnace Pond Cllr Prescott progressing

12.5. Council members are asked to consider supporting the request to reduce the speed limit along High Beeches Lane additional information *cc'd in advance*. *See Item reference 6.2*

13. **Police / NHW Report / Resilience Group Reports**

13.1. Crime Reports *cc'd members* – Updates issued to members in advance

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

15. **Date of next meeting/s –**

Signed: _____ Date: _____