

# SLAUGHAM PARISH COUNCIL

## Parish Council Meeting MINUTES

### Meeting held on

Thursday 27<sup>th</sup> February 2025 at 7pm – The Sports Pavilion, High Street, Handcross

Sally Mclean - Clerk to the Council Email [clerk@slaughampc.co.uk](mailto: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 Eric Prescott (Chair), Julia Elliott, Gary Marsh, Lesley Read, James Keating, Jane MacNaughton, Debbie Beckinsale, Phillip Morris

**Others Present:** One member of public

- 1. Apologies for Absence:** To receive and accept apologies for absence. Cllr Bob St George
- 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 30<sup>th</sup> January 2025** -To receive and accept the Minutes. Proposed Cllr Gary Marsh Second Cllr David Dunn **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. **None**
- 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*.

The Mid Sussex District Council's 2025-2026 budget includes investments in parks, temporary housing, and the Burgess Hill Place and Connectivity Programme. The council also plans to implement an evidence-based parking charge review. Budget highlights for more information below, please click [here](#) for more information

    - The net revenue budget is £23.1 million, which covers day-to-day costs
    - The capital budget is £36.4 million
    - The council took £354,000 from its reserves to balance the budget
    - The council raised its portion of the council tax bill
    - The council will invest in parks, including St John's in Burgess Hill and London Road in Hassocks
    - The council will invest in temporary housing
    - The council will invest in the Burgess Hill Place and Connectivity Programme

Parking charges

    - The council will implement evening and weekend charging
    - The council will implement differential fees in towns
    - The council will introduce charging in larger villages

Temporary housing

    - The council purchased properties to provide temporary accommodation for families
    - This reduces the cost of temporarily housing families

Press Release Mid Sussex Applauds Awards. There are eight fantastic categories focussing on community projects, young heroes, volunteering and championing the environment. We'd love to celebrate all the unsung individuals and groups who play such an incredible role in our community, so I do appreciate anything you could do to encourage nominations.

If you would like more information or to nominate, please see our website here: [www.midsussexapplauds.co.uk](http://www.midsussexapplauds.co.uk). The deadline for nominations is 14 March 2025.
  - 5.2. West Sussex County Council County Local Committee (WSCC/CLC) –** Press Release/s updates *cc'd in advance* <https://www.westsussex.gov.uk/campaigns/budget-2025-2026/>
- 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 distributed
    - 6.1.1. Members are asked to approve the security system access control for the Sports Pavilion, Handcross** £3636.10 plus VAT *papers cc'd in advance* Proposed Cllr Gary Marsh Second Cllr Eric Prescott **APPROVED RESOLVED**
    - 6.1.2. Members are asked to review and adopt the following:** Proposed Cllr Gary Marsh Second Cllr David Dunn – **APPROVED RESOLVED**
      - 6.1.2.1. Standing Orders
      - 6.1.2.2. Financial Regulations
      - 6.1.2.3. Councillors Code of Conduct - Civility and Respect Pledge
  - 6.2. Recreation:** To update members on current activities: To approve meeting/note minutes from meetings held:
    - 6.2.1.1. Allotments Handcross –** Clearance works have been completed. Additional plots will be created on the northern boundary. The Clerk has reported the tree encroachment and dangerous ash to National Highways and awaiting contact from the local team who will attend site.
    - 6.2.1.2. Allotments Warminglied –** Vegetation clearance, including tree surgery, has been completed. All fencing and replacement gates have been installed.
    - 6.2.2. Furnace Pond & Common Land –** The works have been completed. Unfortunately, someone has moved the logs away from the newly reinstated paths, which is a shame. The Common Land belongs to the Parish and is intended for public enjoyment.
    - 6.2.3. Knapes Field Clearance –** Clearance works are nearly complete. The removal of the caravan and associated outbuildings will take place once the weather improves, as the ground is currently too wet. The Clerk has drafted an interim management plan, along with a future management plan, for the Committee's review. There are ongoing investigations taking place regarding water provision for the site.



- 6.3. **Neighbourhood Planning: Land at St Martin Close** - To update members on current activities/status: To approve meeting/notes minutes from meetings held:
- 6.4. **Planning Committee:** Members to consider the following applications: To approve meeting minutes of meeting/notes *cc'd in advance*:
- 6.4.1. **Traffic Calming Working Group-** To update members on current activities/recommendations: The group discussed the proposed Traffic Regulation Order (TRO) for Warninglid Lane, which includes a speed reduction to 40mph. This will be reviewed by the group at a meeting on the 12<sup>th</sup> March before engaging with Highways for advice on their requests.
- Hemsleys/Finches Masterplan** – The Leisure Team advised that results from the recent community engagement on the proposals was limited but generally positive. There was strong support for improved car parking and access, while opinions on the play area, picnic area, and mound were more varied. Following discussions with Landscape Architects and contractors, cost savings have been identified, enabling car park improvements, a key priority for both the Parish Council and residents. In response to concerns from the immediate residents, the play mound will be reduced to 1.5m, a reduction from the 3m, with revised plans to follow. Work is scheduled to begin in June, with site access through the car park agreed in principle. Updated plans for the playground, car park, and site access will be provided in advance. Depending on the final car park design, any remaining funds will contribute to pitch improvements at Handcross Recreation Ground, returning funds that were previously allocated to this site.

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

- 7.1. **Woodgate Pavilion** – The Council resolves to review and consider the appropriate legal framework options for the acquisition of Woodgate Pavilion and to assess design considerations and any necessary requirements for its public use.

To facilitate this, the Council will:

1. Review proposed legal structures for acquisition, including ownership, lease, or partnership arrangements.
2. Evaluate compliance with relevant regulations and obligations for public access and use.
3. Identify potential design adaptations or modifications necessary to meet community needs.
4. Provide feedback on any arising matters to the team at Thakeham for further discussion and consideration ahead of formal resolution

The Council further agrees to discuss and determine the next steps at a future meeting following receipt of relevant information and recommendations.

The Council are happy to progress with the acquisition based on the recent information shared by the team at Thakeham. It was determined that a freehold lease with Thakeham is the preferred agreement and aligns well with other arrangements within the parish. Additionally, members were asked to further assess the design considerations and ensure any necessary additions/requirements are included for its public use and report back to the Clerk for discussion with the team on the 6<sup>th</sup> March.

**8. Clerks Report** – to receive verbal or written report from the Clerk:

- 8.1. Annual Parish Meeting – An **Annual Parish Meeting** (APM) is a formal meeting held once a year by a parish council, where all residents of the parish are invited to attend. It is not a council meeting, but rather an opportunity for the parish council to report on its activities, plans, and finances for the past year. The meeting allows parishioners to ask questions, raise issues, and discuss matters of local concern. It is typically an open forum designed to encourage community engagement and transparency. The Clerk, and the Chair are unavailable at the end of March, so the Council agree to move the March meeting to the **3<sup>rd</sup> April** and include the Annual Parish Meeting. The next meeting is a statutory meeting of the Council the Annual Meeting of the Council. The **Annual Meeting of the Council** is a legal requirement under the **Local Government Act 1972, Section 99** of the **Local Government Act 1972** outlines the requirement for local authorities to hold an annual meeting. The meeting must be held **in May** of each year. The meeting must take place within **14 days** of the day on which the councillors take office following an election, or otherwise in the case of non-election years, before the end of May. Additionally, the **Annual Parish Meeting** (not the same as the Annual Council Meeting) is typically held between **1st March and 1st June** each year and is for electors of the parish. This date to be confirmed. Cllr Marsh to arrange two speakers. Cllr MacNaughton to contact the Ladies Group and the local groups that may wish to attend to promote their services to the community.
- 8.2. To update members on the following:
- 8.2.1. Cottage building Recreation Ground, Handcross – The Clerk is gathering quotes for the renovation of the site and surrounding area.
- 8.2.2. Tree Planting, High Street, Handcross – The Clerk advised that the highway utility reports and tree licenses have been approved, signed, and filed. She is now waiting on dates and a review of the utility statistics with Nymans to agree on the location and planting requirements.
- 8.2.3. Crama Restaurant - Complaints regarding the derelict building have been reported to Building Control for enforcement and to address the tidying up of the site - Cllr Marsh to follow up on behalf of the Council.

**9. Finance Matters:**

- 9.1. **Payments and receipts** The Committee is asked to RESOLVE to approve: Bank Reconciliation for January 2025 - Approval in line with scheme delegation (*Ref: Bank Payment February 2025 in advance*) **RECOMMENDATION:** The Committee approves the schedule of payments for 27<sup>th</sup> February 2025 previously distributed. Proposed Cllr Gary Marsh Second Cllr David Dunn **APPROVED RESOLVED**

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
03/02/2025	British Gas	DDR	822.06		Mac Hall Gas
06/02/2025	Adobe Product	DDR	19.97		IT Support Adobe
10/02/2025	West Sussex County Council	BACS	4,872.23		Staff Salaries January 2025
10/02/2025	Foster Landscapes Ltd	BACS	225.22		Playground Inspections
10/02/2025	Netcom IT Solutions	BACS	85.20		IT Support
10/02/2025	Maple Electrics	BACS	763.20		EICR Testing Sports Pavilion
11/02/2025	Complete Garden Service Tree S	BACS	4,620.00		Common Land Tree Clearance
13/02/2025	IMS Consumer Supplies	BACS	76.38		IT Stationary
14/02/2025	Maple Electrics	BACS	691.20		EICR Electrical Testing Mac Ha
17/02/2025	Adobe Product	DDR	9.98		IT Support Adobe Addition
20/02/2025	Netcom IT Solutions	BACS	2,238.36		IT Domain/365/Ex: Various Con
20/02/2025	Ellis Cleaning Services Ltd	BACS	151.20		Sanitary Cleaning
20/02/2025	Three Mobile PPCC	BACS	10.79		Mac Hall Wifi
20/02/2025	Parish Office	BACS	235.91		Parish Office
20/02/2025	Complete Garden Service Tree S	BACS	8,814.00		Trees/Vegetation Clearance
26/02/2025	SSE Energy Supply	452.72	452.72		Street Lighting Energy
27/02/2025	Complete Garden Service Tree S	BACS	2,334.00		Fencing Knapes Field
27/02/2025	Complete Garden Service Tree S	BACS	7,020.00		Fencing Warninglid Allotment
<b>Total Payments</b>			<b>33,442.42</b>		

Bank Statement Account Name (£)	Statement Date	Page No	Balances
Treasurers	30/01/2025	114	1,001.00
Business Investment	29/01/2025	84	109,779.11
			110,780.11
<b>Unpresented Payments (Minus)</b>		<b>Amount</b>	
		0.00	
			0.00
<b>Unpresented Receipts (Plus)</b>			
		0.00	
			0.00
<b>Balance per Cash Book is :-</b>			<b>110,780.11</b>
<b>Difference is :-</b>			<b>0.00</b>
<b>Clerk &amp; RFO:</b>			
Name .....	Signed .....	Date .....	
<b>Councillor:</b>			
Name .....	Signed .....	Date .....	

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

10.1. Devolution – The consultation on proposals for a **Mayoral Combined Authority for Sussex and Brighton** is now open, allowing residents and organisations to share their views until **Sunday, 13 April**. All interested parties are welcome to have their say, including organisations as well as individuals who live and work in the region. The consultation specifically asks about:

1. The proposed geography
2. Governance arrangements
3. Supporting the economy
4. Improving social outcomes
5. Local government services
6. Improving the local natural environment
7. Supporting the needs of local communities and reflect local identity

West Sussex County Council, alongside East Sussex and Brighton & Hove, will submit responses and encourages public participation. The proposed **strategic authority**, led by an elected mayor and representatives from each council, aims to secure greater powers and funding for local issues like transport, housing, and employment.

The government will decide whether to proceed based on consultation feedback. While no formal steps can be taken until then, informal discussions will continue to ensure readiness if approval is granted. Separately, discussions on local government reorganisation are ongoing, with an update expected soon.

Full details of the consultation can be found on the gov.uk website here: [Sussex and Brighton devolution - GOV.UK](#)

Further information is available in the government press notice here: [Devolution Priority Programme consultations launch - GOV.UK](#)

**The Clerk advised the Council to consider formulating a view or position ahead of the consultation**, which is anticipated to be released in the Spring, early summer.

**11. Highways/Footpaths:** to review highways projects/items: To update members of the following:

**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:**

**14. Date of next meeting/s** – 3<sup>rd</sup> April 2025 at 6pm MacNaughton Hall

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