

# SLAUGHAM PARISH COUNCIL

## Parish Council Meeting AGENDA

The Council Members are summoned to a Meeting to be held on  
**Thursday 30<sup>th</sup> April at 6.00pm – The Sports Pavilion, High Street, Handcross**

Sally Mclean – Parish Clerk [clerk@slaughtam-pc.gov.uk](mailto:clerk@slaughtam-pc.gov.uk) Website: <http://www.slaughtam-pc.co.uk> Tel: 01403 733881

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



1. **Apologies for Absence:** To receive and accept apologies for absence.
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 26<sup>th</sup> March 2026** -To receive and accept the Minutes
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:
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*
  - 5.2. **West Sussex County Council County Local Committee (WSCC/CLC)** – Press Release/s updates *cc'd in advance*
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 and to approve meeting/note minutes from meeting held: That the Council receive and approve the minutes of the Finance & Policy Committee meeting held on 20th April 2026, and note the Committee's recommendations, including the proposal to rename the Committee to the Finance, Governance & Estates Committee and the associated revisions to the Terms of Reference (*attached*)
  - 6.2. **Recreation:** To update members on current activities and to approve meeting/note minutes from meeting held: 20<sup>th</sup> April 2026 (*attached*)
  - 6.3. **Neighbourhood Planning: Land at St Martin Close** - To update members on current activities to review and approve meeting/note minutes where required:
  - 6.4. **Planning Committee:** Members to consider updates: To approve meeting minutes of meeting/notes 20<sup>th</sup> April 2026 (*attached*)
    - 6.4.1. Members are asked to consider the following applications received from the Local Planning Authority (LPA) under the Town and Country Planning Act 1990 and to determine the Council's consultation responses. In doing so, Members are asked to have regard to the Council's statutory role as a consultee, the National Planning Policy Framework (NPPF), the emerging Mid Sussex District Plan, and the made Slaughtam Neighbourhood Plan, together with any other material planning considerations and representations received.

**Ref. No: DM/26/0899** - Hollingbury Place Hollingbury Court Cuckfield Lane Warninglid Haywards Heath West Sussex RH17 5SP  
**Oak - reduce canopy by 3m to promote new growth.** Expiry Fri 1<sup>st</sup> May 2026

**Ref. No: DM/26/0961** - 2 Fountain Mews High Street Handcross Haywards Heath West Sussex RH17 6BH  
**Proposed single storey rear extension.** Expiry Tue 12<sup>th</sup> May 2026
    - 6.4.2. Members are asked to consider the correspondence regarding the recent planning permission DM/24/2409 - Slaughtam Garden Nursery, Staplefield Road (*Proposed conversion of barn to residential use to create one 2-bedroom dwelling, including removal of existing hard standing and landscaping*) and determine whether the Parish Council wishes to pursue any further correspondence or engagement within its statutory remit.
7. **Chairman's Report:** to receive verbal report for the Chair:
  - 7.1. To update members on the acquisition of Woodgate Pavilion, Pease Pottage from Thakeham Homes.
8. **Clerks Report** – to receive information, verbal or written report from the Clerk papers *cc'd in advance*
  - 8.1. Members review and adopt the revised governance and internal control policies as presented, noting the recommendation to adopt these documents in order to meet the requirements of Assertion 10 relating to internal control, risk management, governance arrangements, and the secure and proper management of Council information and systems.
    - 8.1.1. **Adoption of the IT Policy** – Members are asked to review and adopt the revised IT Policy as presented, confirming that it meets the requirements of Assertion 10 relating to internal control, governance, risk management, and the secure handling of Council information and systems (*attached*).
    - 8.1.2. **Adoption of the IT Support Agreement Terms** – Members are asked to adopt the revised IT support terms noting that they form part of the Council's internal control framework and support the requirements of Assertion 10 in relation to governance, risk management, secure system operation, and the effective implementation of the Council's IT Policy. (*attached*)
9. **Finance Matters Payments and receipts** The Committee is asked to RESOLVE to approve:
  - 9.1. 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*)
  - 9.2. The Committee is asked to RESOLVE to approve the schedule of payments for April 2026 previously distributed.
10. **Correspondence/Information Items/Publications/Consultations:** (*Correspondence cc'd in advance to members*)
  - 10.1. To update members of the government's consultation on local government reorganisation (LGR) in West Sussex. Further details on the reorganisation process and timelines can be found in the Ministry of Housing, Communities and Local Government summary here: <https://www.gov.uk/government/publications/local-government-reorganisation-letter-to-areas-invited-to-submitted-final-proposals/summary-of-the-local-government-reorganisation-process> and on our hub at [www.shapingwestsussex.org](http://www.shapingwestsussex.org). You can find more details about the government defined criteria which proposals are being assessed against here: <https://www.gov.uk/government/publications/local-government-reorganisation-invitation-to-local-authorities-in-two-tier-areas/letter-east-sussex-and-brighton>
11. **Highways/Footpaths:** to review highways projects/consultation items: Members are asked to consider 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 –**

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