SLAUGHAM PARISH COUNCIL

Parish Council Annual Meeting MINUTES Thursday 15th May at 7.00pm – 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 - Public attendance at Parish Council meetings - The Parish Council is an open and transparent local authority and encourages public attendance at meetings.



The current Chairman of Council will be Chairman 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

Present: Cllrs Julia Elliott, Eric Prescott, David Dunn, Lesley Read, Jane MacNaughton

Others present: Two members of public

- To elect the Chairman of the Parish Council and receive declarations of office: Cllr Julia Elliott, Proposed by: Cllr Dunn Seconded by: Cllr MacNaughton Vote: Unanimous. Declaration of Office received.
- To elect the Vice Chairman of the Parish Council and receive declarations of office: Cllr Eric Prescott Proposed by: Cllr Read Seconded by: Cllr MacNaughton Vote: Unanimous. Declaration of Office received.
- 3 To report any changes to Councillor Register of Interests: None
- 4 Apologies for absence Cllr's James Keating, Debbie Beckinsale, Gary Marsh, Bob St George Declaration of interest from members in respect of any items on the agenda. None
- 5 **Approval of the Minutes of the Previous Meeting**. Parish Council Meeting **3rd April 2025** previously distributed.
- 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
- **To appoint Standing Committees for the Year 2024/25** The Council is asked to confirm the membership of the standing Committees.
- 9 **Appointment of representatives to Committees for 2024/25** The Council is asked to confirm the appointment of its representatives on other organisations, the current list of members below are based on 2023/24 the minutes for this meeting will resolve those allocated for 2024/25
 - 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), Bob St George, Lesley Read, James Keating, Jane MacNaughton and co-opted Member 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), Bob St George, David Dunn, Lesley Read, Jane MacNaughton, Debbie Beckinsale, Gary Marsh and Julia Elliott.
 - 9.3 **Finance & Policy –** deals with finance matters, proposals for budgets, projects, communications financial policy matters etc:
 - **Current/New Members:** Cllrs Gary Marsh (Chair), David Dunn, Bob St George, Jane MacNaughton, Jane MacNaughton Julia Elliott, Debbie Beckinsale and Eric Prescott
 - 9.4 **Recreation/New members –** deals with all matters concerning the Recreation grounds, Playgrounds and Allotments:
 - **Current Members**: Cllr's Lesley Read (Chair), Julia Elliott, Jane MacNaughton, James Keating and co-opted members Ken Boyle, Lorette Holborn.
 - 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: VACANT
 - Footpaths: Clir Lesley Read
 - Highways to Inc Bus Services: Planning
 - Charities /Funding: Finance & Policy Committee
 - Community Centres: Recreation Committee

- > Allotments: Clir Lesley Read
- > Trees: Recreation Committee Appointed Tree Warden
- Emergency Resilience Planning: Cllr Debbie Beckinsale
- Crime Prevention: Cllr Debbie Beckinsale
- **9.7 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, Clir 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). Clir Eric Prescott, Julia Elliott

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). Clir Bob St George

Council for the Protection of Rural England – 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. The Clerk

- 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

Cllr Prescott reported there was no news on the draft Mid Sussex District Plan progress. The draft Horsham District Plan had been rejected by their Planning Inspector on 22 April due to issues around consultation and the perceived lack of effort made to help meet Crawley's un-met need.

The Annual meeting of the Council was held on the 14th May

MSDC are offering grants for local groups to commemorate the 80th Anniversary of VE Day.

- 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

The Committee Chairmen will provide an update, Council to consider the RECOMMENDATIONS:

- 11.1. **Finance & Policy Committee:** To update members on current activities: RECOMMENDATION: Council approve the minutes of the 7th May 2025 **APPROVED RESOLVED**
- 11.2. Members are asked to review and ratify the recommendation/s made at Committee:
 - 11.2.1. To review and adopt 2024/25 Finances to 31st March 2025 (previously issued) APPROVED RESOLVED
 - 11.2.2. To review and note the Internal Auditors Report: RECOMMENDATION The Council approve the Internal Auditors Report 2024/25: **Proposed Cllr Julia Elliott, Second Cllr Eric Prescott APPROVED RESOLVED**
 - 11.2.3. Annual Governance Accountability Return (AGAR) 2024/25: The Council to consider and agree that the Annual Governance and Accountability Return for the year ending 31 March 2025 accurately presents the financial management of the Council as required by the Accounts and Audit Regulations 2015. APPROVED RESOLVED
 - 11.2.4. To ratify and approve Section 1: The Annual Governance Statement 2024/25 RECOMMENDATION: The Council approve the adoption of Section 1: Annual Governance Statement 2024/25. Proposed Cllr David Dunn, Second Cllr Jane MacNaughton APPROVED RESOLVED
 - 11.2.5. To ratify and approve Section 2: The Accounting Statement 2024/25 RECOMMENDATION: The Council approve the adoption of Section 2: The Annual Governance Statement 2024/25 Proposed Cllr David Dunn, Second Cllr Eric Prescott APPROVED RESOLVED
 - 11.2.6. **To agree the period of the publics' right of inspection** (the Regulations require the period to include 30 workings days and the first ten working days of July) RECOMMENDATION: The Committee recommends the period of public inspection of the accounts. **Proposed Clir Eric Prescott, Second Clir Jane MacNaughton**
 - 11.2.7. Members are to agree the Annual Governance Accountability Return (AGAR) 2024/25 proceed to external Audit RECOMMENDATION: The Council approve the AGAR for external audit APPROVED RESOLVED
- 11.3. **Recreation:** To update members on current activities: To approve meeting/note minutes Cllr Read Invited allotment holders to a meeting. The purpose of the meeting was to explore ways of encouraging greater care, and shared responsibility among plot holders, including the suggestion to form an Allotment Association.

 While attendees agreed that maintaining the site to a good standard is important, the majority felt that a formal association is not currently necessary and did not wish to pursue its formation at this time. That said, the meeting was constructive and positive. Plot holders acknowledged the importance of playing their part in maintaining the overall site and supporting a respectful, well-kept environment for all. There was a shared understanding that everyone has a role in keeping the allotments a thriving and welcoming space. The discussion served as a helpful reminder of our collective responsibility, and it's encouraging to see a renewed sense of commitment from those present. The next committee is to be agreed, and the Clerk will coordinate this.

- 11.4. **Neighbourhood Planning:** To update members on current activities: To approve meeting/note minutes: The Clerk to contact Dowsett Mayhew for an update on a meeting to discuss Councils next steps
- 11.5. 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 April 2025 Approval in line with scheme delegation (*Ref: Bank Payment April 2025 in advance*) Proposed Cllr MacNaughton Second Cllr Read APPROVED RESOLVED
 - 14.2.The Committee is asked to RESOLVE to approve the schedule of payments for April/May (part) previously distributed. Proposed Cllr Prescott Second Cllr Dunn APPROVED RESOLVED

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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 Reports17.1. Crime Reports cc'd members Updates issued to members in advance
- 18. Any other matters that the Chairman wishes to raise for future discussion: None

Date of next meeting/s –	
Signed:	Date: