

SLAUGHAM PARISH COUNCIL

Parish Council Meeting MINUTES

Meeting held on Thursday 26th March 2026 at 7.00pm – The Sports Pavilion, High Street, Handcross

Sally Mclean – Parish Clerk clerk@slaugham-pc.gov.uk Website: <http://www.slaughampc.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.



Present: Cllrs Julia Elliott (chair), Eric Prescott, Ken Boyle, Lesley Read, David Dunn, James Keating, Jane MacNaughton, Gary Marsh

Others Present: 1 member of the public

1. **Apologies for Absence:** To receive and accept apologies for absence. None
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 29th January 2026** -To receive and accept the Minutes Proposed Cllr Prescott, Second Cllr Dunn
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:

Women's Institute (WI) – Garden / Improving the Area on the Village Green - A member of the public attended the meeting to ask whether works could be carried out on the Village Green. The Clerk advised that a proposal outlining the suggested works would need to be brought forward, setting out the scope and detail of what is being requested, for consideration by the Recreation Committee at its next meeting. The Committee would then make a recommendation to Council.

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: 20th April 2026 at 6pm
 - 6.1.1. Members are asked to consider the council's internal audit arrangements for 2026/27 and determine whether to re-appoint Mulberry Local Authority Services Ltd for a one-year or three-year term (*attached*) APPROVED Proposed Cllr David Dunn Second Cllr Eric Prescott RESOLVED
 - 6.1.2. To seek approval for the purchase of a replacement laptop for the Clerk to ensure continuity of statutory duties, secure data handling, and reliable access to council systems (*quote attached*) APPROVED Proposed Gary Marsh – Second David Dunn RESOLVED
 - 6.2. **Recreation:** To update members on current activities and to approve meeting/note minutes from meeting held: Meeting scheduled 20th April 2026
 - 6.3. **Neighbourhood Planning: Land at St Martin Close** - To update members on current activities to review and approve meeting/note minutes where required: 16th March 2026 (*attached*) Noted APPROVED RESOLVED
 - 6.3.1. Council were asked to appoint Richard Price of Loxley Legal Planning Development to provide specialist support to the Committee. Given the specialist nature and complexity of the site and its history, members noted that this appointment falls within the permitted exemption in the Council's Financial Regulations for special circumstances. This exemption covers "specialist legal advice on parish council powers, statutory duties, governance, and procedural compliance", which applies in this case. APPROVED Proposed Cllr Eric Prescott Second Cllr Jane MacNaughton
 - 6.4. **Planning Committee:** Members to consider updates: To approve meeting minutes of meeting/notes 3rd March *cc'd in advance (attached)* NOTED
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. To update members on the application made to WSCC as Commons Registration Authority under Section 19 of the Commons Act 2006 to amend ownership land registrations for CL319/CL24 and VG68 parcels of land within Slaugham Parish, noted as part of a wider pattern of similar claims across towns and parishes. APPLICATION WITHDRAWN
 - 8.2. To confirm the date of the Annual Parish Meeting (APM) in accordance with statutory requirements. The Annual Parish Meeting (sometimes called the Annual Assembly or Annual Electors' Meeting) is a meeting of all local government electors for a parish, rather than a meeting of the Parish Council itself. It must be held annually between 1 March and 1 June (inclusive). 30th April 2026 TBC
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 February 2026 - Approval in line with scheme delegation (*Ref: Bank Payment in advance*)

Date: 28/03/2026		Slaughton Parish Council		Page 1		Date: 28/03/2026		Slaughton Parish Council		Page 1		
Time: 16:26		Bank Reconciliation Statement as at 28/03/2026 for Cashbook 1 - Current Bank A/c		User: BM		Date: 28/03/2026		Statement 1		User: BM		
Bank Statement Account Name (s)		Statement Date	Page No	Balances		Nominal Ledger Analysis						
				Date	Parish Name	Reference	£ Total Debit	£ Credits	£ Debit	£ Credits	£ Debit	£ Credits
Treasurers Business Account	28/03/2026	97	1,001.00	28/03/2026	West Sussex	2026	1,001.00		1,001.00			
Instant Access Account	28/03/2026	127	99,642.07									
Unpresented Payments (Mimus)				Amount								
			0.00	12/03/2026	West Sussex County Council	BACS	5,791.17		4,100.00		5,791.17	
			0.00	11/03/2026	1 Invo Bank		1.50		1.50			
			0.00	23/03/2026	SSE Energy Supply	ODR	528.42		68.23		460.19	
Unpresented Receipts (Plus)				Amount								
			0.00	28/03/2026	Complexion Garden Tennis	BACS	6,782.80		577.00		6,205.80	
			0.00	28/03/2026	Dunley House Trust - Hardware	BACS	23.96		3.99		19.97	
			0.00	28/03/2026	Postley Landscapes Ltd	BACS	2,430.38		400.00		2,030.38	
			0.00	28/03/2026	Nelson IT Solutions	BACS	80.20		14.20		66.00	
			0.00	28/03/2026	WPC Contractors Ltd	BACS	250.00		40.00		210.00	
			0.00	20/03/2026	WPC Contractors Ltd	BACS	100.00		18.20		81.80	
Balance per Cash Book is :-				99,642.07								
Difference is :-				0.00								
Clerk & RFO:												
Name	Signed	Date		28/03/2026	Parish Office	BACS	307.61		11.60		296.01	
Councillor:				28/03/2026	West Sussex County Council	BACS	5,791.17		4180.00		5,791.17	
Name	Signed	Date										
							Total Payments:	26,714.21	0.00	1,538.58	25,175.63	

9.2. The Committee is asked to RESOLVE to approve the schedule of payments for March 2026 previously distributed. APPROVED Proposed Cllr David Dunn Second Cllr Jane MacNaughton

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. 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> NOTED

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: _____