MINUTES OF THE STRATEGIC POLICY AND RESOURCES PANEL held on Monday 1 June 2020 at 4pm via Microsoft Teams Video Conferencing

Councillors Present:
Cllrs Malcolm Llewellyn (Chair), Allan Brown, Stephen Hand, John Lowman, Tony Lank, Claire Majsai, Martin Machan & Bob Sampson. Also in attendance: Sarah Groom, Clerk to the Council

Cllr Llewellyn took the Chair as he had been elected chairman of the Council at the 28 May 2020 Council meeting. He thanked Cllr Hand for chairing the weekly meetings of the group whilst it responded to the coronavirus emergency and sought permission from Cllr Lowman to chair the meeting until such time in the future when the meeting would revert to its original purpose and remit.

1. Apologies for Absence and Declarations of Interest: There were no apologies for absence. There were no declarations of interest.

2. Minutes of the Previous Meeting of the Strategic Policy & Resources Panel: The minutes of the meeting of 26 May 2020 were agreed as a true record of the meeting. The minutes will be signed by the Chairman at the next available opportunity.

All actions from the previous meeting were completed and matters arising would be expanded upon under the main agenda items.

3. Matters for Consideration: The following matters were discussed:

(3.1) Response to Coronavirus:

Public Conveniences: Cllr Llewellyn restated the three previously agreed triggers that would mean the toilets were to be re-opened i.e. the re-opening of the play areas, further opening of St Lawrence School and any financial implications of extra cleaning. Monitor Cleaning Services had confirmed their cleaning procedures and the need for only 24 hours notice. Following a full discussion, it was agreed that they could re-open, subject to new commercially produced signage regarding social distancing etc being purchased and displayed.

ACTION: The Clerk will obtain commercially produced signage to support the safe re-opening of the public conveniences.

Cllr Majsai was concerned about more pedestrians standing in the roads when queuing for entry into shops in the narrow Hurstpierpoint High Street, especially now the shielded group may be venturing outside. Cllr Lank will raise the issue of re-allocating road space at the Highways and Cycleways Joint Council Working Group meeting on 8 June at 2pm.

(3.2) Council Income and Expenditure

There has been additional feedback from Kiddie Capers, who will not reopen Court Bushes before 1 July 2020 as they do not yet have the demand to re-open, although they consider their outlook is very positive. The financial arrangements will be considered further in more detail. The Hurstpierpoint Pre-School is now preparing to re-open on 8 June 2020.

ACTION: The Clerk will research early provision forecasts.

(3.3) Estates and Facilities Management Update:

Cllr Brown, Cllr Llewellyn and the Clerk gave an update on the key activity at Hurst Meadows and Court Bushes. A site meeting at Court Bushes discussed the updating of a quote concerning improved drainage and an

associated area for tarmacking. At the same time a new quote to extend the decking to the rear of the Club Room was discussed as an option for future consideration. The promotion of Court Bushes for events such as weddings will be a priority when we re-open.

The charity shop has been regularly visited by the Trustees, to ensure all is well inside the Chantry Stables.

The improvements to the Village Garden planting commenced on 27 May and continue for another week. On 3 June the broad-leaved docks will be strimmed at Hurst Meadows, carefully avoiding the Skylark's nest. The Clerk to ensure the new dog and litter bins at Hovel Field which are already installed, are emptied as soon as possible.

ACTION: Clerk to ensure new dog and litter bins at Hovel Field are emptied as soon as possible.

(3.4) Council and Committee Meetings:

It is expected the Planning & Environment agenda for 4 June 2020 will be managed in the same way as before via email, as there are currently no major or obviously contentious applications. Future meetings will be held using Teams, with the agendas displayed for the public on the Friday before.

Cllr Majsai has prepared a draft agenda for the Community Engagement Committee on 11 June and a Teams meeting will be held.

The Finance & Governance Committee will be held using Teams on 18 June 2020.

Cllr Llewellyn suggested that it was time to get back to the normal business of the Parish Council to ensure all councillors were involved in the normal decision making processes. He suggested that the Strategic Policy & Resources Panel terminated its weekly "COVID-19 Response" meetings in their current format and it was agreed that the Panel would revert to its original purpose.

Physical meetings cannot realistically be held for some time, and until then Teams meeting can be used. This can be discussed further at the 25 June Council meeting.

4. Matters for information or inclusion on next agenda:

The proposal from the Hurst Society regarding the naming of the twitten between the Health Centre on Trinity Road and the High Street after the late Ian Nelson was supported. It will be considered further at the Planning and Environment Committee meeting and if agreed, recommended to Mid Sussex District Council.

Cllr Lank enquired whether the brown signs for Court Bushes were agreed. An update will be sought.

5. Date of Next Meeting

There will be no further meetings of the Panel in the current format as a response unit to COVID-19, and Council business will return to the usual Committee structure using Teams meetings.