Minutes of the Meeting of the Council held on Thursday 24 February 2022 at 7.30 pm at Court Bushes Community Hub.

Members Present:

Cllr Malcolm Llewellyn (Chairman)	Cllr David Evans	Cllr John Lowman
Cllr Allan Brown (Vice-Chairman)	Cllr Rodney Jackson	Cllr Martin Machan
Cllr Michael Avery	Cllr Seth Jee	Cllr Duncan Ranger
Cllr Helen Bedford	Cllr Tony Lank	Cllr Bob Sampson

Also Present: Cllr Colin Trumble (MSDC) and Sarah Groom, Clerk to the Council.

C21/22.119 To receive and record apologies for absence. Apologies for absence were received and accepted from Cllr Claire Majsai and Cllr Julia Shorrocks, and it was:

> **RESOLVED: That the Council ACCEPTS the apologies of absence from Cllr Claire Majsai and Cllr Julia Shorrocks.**

Cllr Joy Dennis (WSCC) and Cllr Alison Bennett (MSDC) also sent their apologies.

C21/22.120 To receive and record declarations of interest. Cllr Jee declared a non-pecuniary interest as he was a petitioner for a separate Sayers Common Parish Council, reference Minute C21/22.126.

C21/22.121 To receive and accept the minutes of the previous meeting of the Council: Members received the minutes of the meeting held on 27 January 2022, and it was:

> **RESOLVED: That the Council AGREES the minutes of the meeting of the Council held on 27 January 2022.**

C21/22.122 To consider whether to adjourn the Meeting in accordance with Standing Orders to receive questions from members of the public in attendance: There were no members of the public in attendance, so no adjournment was required.

C21/22.123 To receive the minutes and where appropriate, consider the recommendations of the following Committees: The Chairs introduced the following sets of minutes:

C21/22.123.1 Planning & Environment Committee (3 February 2022) No recommendations for Council.

C21/22.123.2 Estates & Facilities Management Committee (10 February 2022) There was one recommendation for Council as follows:

> **EF21/22.053 Review of Parish Action Plan:** The Committee reviewed Version 19 of the Parish Action Plan making various amendments and RESOLVED: That the Committee AGREED that the Action Plan be updated to Version 20 and it be recommended to the Council on 24 February 2022 for adoption. Members agreed to add two additional items to the Action Plan under the Strategic Policy & Resources Panel remit 1) MSDC District Plan Review and 2) the Community Governance Review, and it was:
> **RESOLVED: That Council AGREES and ADOPTS Version 20 of the Parish Action Plan, as amended to include the MSDC District Plan Review and the Community Governance Review.**

C21/22.123.3 Finance & Governance Committee (17 February 2022) There were two recommendations for Council as follows:

F21/22.096 Savings & Investment Strategy: The Committee reviewed the Savings & Investment Strategy, and it was RESOLVED: That the Committee AGREED the Savings & Investment Strategy for recommendation to Council for approval and adoption and publication on the website and it was:

RESOLVED: That Council APPROVES and ADOPTS the Savings & Investment Strategy and notes its publication on the website.

F21/22.098 Annual Review of Financial Risk: The Committee considered the amended financial risk assessment and it was RESOLVED: That the Committee AGREED the Annual Review of Financial Risk as amended, and to recommend it to Council for approval and adoption, as part of the suite of risk management documents, and it was:

RESOLVED: That Council APPROVES and ADOPTS the Annual Review of Financial Risk, as part of the suite of risk management documents.

Cllr Jackson joined the meeting. Following the review of the Committee minutes, Members:

RESOLVED: That the Council RECEIVES the minutes of the following Committees and AGREES the recommendations:

i. **Planning & Environment Committee (3 February 2022)**
ii. **Estates & Facilities Management Committee (10 February 2022)**
iii. **Finance & Governance Committee (17 February 2022)**

C21/22.124 To receive verbal reports from Representatives of other Authorities: The following reports were received:

C21/22.124.1 West Sussex County Council County (WSCC): Cllr Dennis was not able to attend the meeting but had submitted a written update on works approved for 2022/2023 which were to focus on Phase 2, Section 5-6 of the Sayers Common to Downlands School cycle way, the resurfacing of London Road, footway surface treatment on Iden Hurst, Whites Close, Hannington Place, Bishops Close and Cuckfield Road and footway reconstruction/resurfacing on Weald Close. Cllr Jackson noted pot hole repairs had been completed on Brighton Road. There were no further questions raised.

C21/22.124.2 Mid Sussex District Council (MSDC): Cllr Jackson confirmed the Leader of MSDC had written to the Secretary of State for Levelling up, Homes and Communities, Michael Gove MP. Cllr Trumble confirmed he had seen the letter and it would be published next week. The Community Governance Review (CGR) was underway and can take into account boundary changes. Cllr Trumble did not want to influence the Parish Council's views but would like to know them. The MSDC Budget for 2022/2023 will be agreed on 2 March 2022. The new car park charges are effective from 28 March 2022. The Planning Case Officer for Bramble Park has agreed that the traffic survey would now be meaningless as the base data was not undertaken before the development. The Chairman thanked Cllr Jackson and Cllr Trumble for their reports.

C21/22.124.3 West Sussex Association of Local Councils / Mid Sussex Association of Local Councils: Cllr Jackson confirmed he had just attended a MSALC meeting. Matters discussed included the letter written by the Leader of MSDC to Michael Gove MP, the call for hybrid meetings, proper sanctions for the Members' Code of Conduct and the Rampion Windfarm cabling up to Bolney. The Chairman reminded Members the consultation had been reopened if anyone wanted to comment further. Cllr Evans had written to Rampion about protecting birds. Cllr Lank would be attending a Sussex Police Big Data seminar on 25 February 2022 and would feed back. Cllr Lank had also attended the Police & Crime Commissioners Mid Sussex Forum when the issues of e-scooters had been discussed.

C21/22.125 MSDC Local Plan Review: Members received a verbal update from the Chairman on the current position in the context of the Levelling Up White Paper. The review was on hold whilst the Leader of MSDC wrote to Michael Gove MP. Cllr Trumble explained the letter had been delivered by Mims Davies MP with her support and MSDC Cllr Salisbury, Cabinet Member for the Local Plan Review was happy to attend a Council meeting. The Chairman asked if there was anything the Parish Council could do during the pause. Cllr Jackson thought there was little to be done until the Scrutiny Committee reconsider the item in due course. It was understood that strategic sites were necessary to achieve the housing targets but there was confusion why the figures were so wrong if the plan had been worked on for some time. Now the sites were published it would be difficult for MSDC to withdraw them. Cllr Lowman called for a more inclusive working relationship with MSDC when developing the Local Plan to ensure the District Council had the support of the parish councils. Cllr Lowman also called upon MSDC to remember the three strategic objectives of the Local Plan especially protecting the environment. The Chairman concluded the discussion by stressing that due process would be followed and the public will be consulted at the appropriate time, and it was:

RESOLVED: That Members NOTED the MSDC Local Plan Review process was on hold and the situation would be monitored so the Parish Council could respond at the appropriate time.

C21/22.126 Community Governance Review: Members had received the correspondence from MSDC regarding the start of the first community governance review consultation stage which ends on 15 April 2022. It was noted that the District Council was required to undertake the review as it had been triggered by a petition submitted in 2019 calling for a separate parish council for Sayers Common based on the Sayers Common electoral ward boundaries (Ref: LAB). There was concern that the review is running parallel to the District Plan Review but that the District Plan Review should come before the Community Governance Review. There was concern that some residents of the wider Sayers Common electoral ward area, not resident in the village, might not associate their identity with Sayers Common. It was noted that ward boundary changes were permitted under this review and with the new geographical features of the A23, A2300 and Jane Murray Way, these boundaries could be used to help define the two wards. The Chairman confirmed the new arrangements would be in place by May 2023 but the deadline for the current consultation was 15 April 2022. Members agreed that they wanted the residents of Sayers Common to decide their own identity and how they would be served. If they wanted a separate parish council it would be supported. Consideration would be given to potential new boundaries and a response would be drafted for consideration at the 24 March 2022 Council meeting, and it was:

RESOLVED: That Members NOTED the community governance review process and AGREED a draft response would be developed for consideration at the 24 March 2022 meeting.

Cllr Trumble left the meeting.

C21/22.127 Annual Parish Meeting: Members considered a briefing note on the proposals for the Annual Parish Meeting on 17 May 2022. Members supported the theme of 'Working Together for the Community' for the 2022 event. It was proposed that the key issues of the District Plan Review and the Community Governance Review could be added to the agenda if appropriate nearer the time. There was some concern that the plans were ambitious versus the available capacity of councillors and staff. The matter of hiring or purchasing equipment was discussed and it was:

RESOLVED: That Members supported the plans for the Annual Parish Meeting noting the agenda could be adjusted nearer the time and that Members AGREED to hire the equipment required at a cost of £326.80+VAT to ensure the meeting was a success.

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C21/22.128 OFCOM Review of Postal Regulations: Members considered a draft response to the consultation issued by OFCOM on the review of postal regulations. This was considered by the Strategic Policy & Resources Panel on 21 January 2022. Members noted the deadline, and it was:

RESOLVED: That Members AGREED the response to the OFCOM consultation on the review of postal regulations and agreed to submit it by the deadline of the 3 March 2022.

C21/22.129 WSALC Health & Wellbeing Survey: Members considered a draft response to the WSALC consultation email dated 10 February 2022. Members noted the deadline of 31 March 2022, and agreed the Clerk would respond on behalf of the parish council, and it was:

RESOLVED: That Members NOTED the WSALC consultation email dated 10 February 2022 with a deadline of 31 March 2022 and AGREED the Clerk would submit a response.

C21/22.130 The Glover Landscape Review Consultation: Members considered DEFRA's proposal to bring ten National Parks and thirty-four Areas of Outstanding Natural Beauty together, to be served by a shared National Landscapes Service. Members agreed to say the designation of 'Areas of Outstanding Natural Beauty' and local input in the South Downs National Park Authority, should remain. Members noted the invitation to the SDNPA zoom meeting on 16 March 2022, and it was:

RESOLVED: That Members NOTED DEFRA's proposal to bring ten National Parks and thirty-four Areas of Outstanding Natural Beauty together under a shared National Landscapes Service and AGREED to respond to say the designation of 'Areas of Outstanding Natural Beauty' and local input in the South Downs National Park Authority, should remain.

C21/22.131 WSCC Grass Verge Management: The Chairman gave a verbal update on the community grass verge project whereby West Sussex County Council cut the verges three times a year instead of five, with all arisings being collected and taken to the Albourne green recycling centre. This was not a money saving exercise but a genuine initiative to enhance biodiversity. The project has the support of Cllr Dennis. Members agreed to support the project and not to object to the plans, and it was:

RESOLVED: That Members AGREED to support the WSCC community grass verge project.

C21/22.132 The Council NOTED the following information items, correspondence received and requests:

C21/22.132.1 Court Bushes Access Road Resurfacing: Members noted the final fee agreed with the Court Bushes access road resurfacing contractor as £9,280 plus £1,625 = £10,905+VAT, for the additional works, which equates to a 15% increase on the original sum agreed as agreed at the Council meeting on 27 January 2022.

C21/22.132.2 Committee Calendar: Members noted the change of date for the Estates & Facilities Management Committee from 14 April 2022 to 7 April 2022. It was noted that an August 2022 Council meeting was proposed but this error would be corrected as Council meetings were not held in August.

There being no other business, the Chairman closed the meeting at 9.51 pm.

Chairman

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