HURSTPIERPOINT & SAYERS COMMON PARISH COUNCIL

Dear Members of the Council,

Council Members are summoned to attend the **MEETING of the Council** to be held on **Thursday 23 March 2023** at **7.30pm** at the **Hurstpierpoint Village Centre**. Members of the public have a right to and are invited to attend the meeting.

Sarah Groom, Clerk to the Council Friday 17 March 2023

AGENDA

1. **Apologies for Absence:** To receive and accept apologies for absence.

2. **Declarations of Interest:** To receive and record any declarations of interest.

3. **Minutes of the Previous Meeting of the Council:** To receive and adopt the minutes of the 23 February 2023 Council meeting.

4. **Adjournment for Questions from the Public:** To consider adjourning the meeting, to receive questions from members of the public in accordance with Standing Orders.

5. **Reports from Other Authorities:** To receive reports from representatives of other authorities:

   5.1 West Sussex County Council
   5.2 Mid Sussex District Council

6. **Committee Minutes:** To receive and where appropriate, consider the recommendations of the:

   6.1 Highways, Cycleways and Footpaths Joint Council Working Group (27 February 2023) There was one recommendation for Council:

   The Parish Council will continue to explore the extension of 20mph speed sign locations in Hurstpierpoint and take a proposal to Council on 23 March 2023 to "extend the 20mph zones to include St Lawrence Primary School to give a greater lead-in to the 20mph speed restrictions in order to slow traffic down into Hurstpierpoint".
   RECOMMENDATION: That Council AGREES to apply for a Traffic Regulation Order to extend the 20mph zones to include St Lawrence School to give a greater lead-in to the 20mph speed restrictions in order to slow traffic down into Hurstpierpoint.

   6.2 Planning & Environment Committee (2 March 2023) No recommendations for Council.

   6.3 Community Engagement Committee (9 March 2023) There was one recommendation for Council:

   CE22/23.042 Budget Monitoring: The Committee reviewed the budget monitoring report for the Committee, and it was: RESOLVED: That the Committee NOTED the budget monitoring report for the Committee and AGREED to recommend to Council that the underspend at year end on the Cost Centre (301) Community Engagement be transferred to the Christmas Lights Earmarked Reserve (395).
   RECOMMENDATION: That Council AGREES that the underspend at year end on the Cost Centre (301) Community Engagement be transferred to the Christmas Lights Earmarked Reserve (395).

   6.4 Finance & Governance Committee (16 March 2023) There were two recommendations for Council:

F22/23.099 Financial Risk Management Review: The Committee considered the Parish Councils exposure to financial risk in 2022/2023 and agreed any necessary changes or actions required for 2023/2024, and it was: RESOLVED: That the Committee AGREED to recommend the Financial Risk Management Review to Council for adoption, as amended.
RECOMMENDATION: That the Committee AGREED to recommend the Financial Risk Management Review to Council for adoption, as amended.

F22/23.100 Provisional Year End Adjustments: The Committee considered the provisional year end adjustments briefing note, and it was: RESOLVED: That the Committee AGREED to recommend the Provisional Year End Adjustments to Council for adoption, as amended.
RECOMMENDATION: That the Committee AGREED to recommend the Provisional Year End Adjustments to Council for adoption, as amended.

RECOMMENDATION: That the Council RECEIVES the minutes of the following Committees and AGREED the above recommendations:

i. **Highways, Cycleways and Footpaths Joint Council Working Group (27 February 2023)**
ii. **Planning & Environment Committee (2 March 2023)**
iii. **Community Engagement Committee (9 March 2023)**
iv. **Finance & Governance Committee (16 March 2023)**

7. West Sussex Pension Fund: To consider the briefing note on the responses to questions raised at the last Council meeting (Minute C22/23.139) and agree to sign the letter of variation.

8. Court Bushes Car Park Surfacing: To consider a revised quote from Drivepoint for the tarmacking of the car park, as discussed at the 26 January 2023 Council meeting (Minute C22/23.127). Council agreed the initial quote at a cost of £23,165 (funded by S106 funds) plus a 10% contingency of £2,317 (funded by the Parish Council if required). Following a site meeting a revised quote has been submitted of £35,975.00. This now requires £12,810 of Parish Council funds and there is £13,038 in the Court Bushes Projects budget.

9. St Lawrence Fair Hire Agreement: To consider the joint application from St Lawrence Fair and Harris Fun Fair, to hire South Avenue for the Friday 30 June 2023 afternoon and evening events and the Saturday 1 July 2023 Fair.

10. Councillor Representatives on Outside Bodies: To receive updates from representatives on external organisations including WSALC and MSALC.

11. To note any further information items, correspondence received or requests:

11.1 South Avenue Cemetery: The Clerk received a complaint about the Parish Council charging for additional memorial items on graves in South Avenue Cemetery. In this case it was a kerb-set for which the fee is £156 for a permit. The complainant also believed other kerb-sets permits had not been paid for. The complainant was written and no response has yet been received.

11.2 Election Timetable: Mid Sussex District Council's website sets out their election timetable. It includes the opening and closing date for parish councillor candidate nominations as 21 March 2023 to 4 April 2023 at 4pm. Any interested parties should use the "parish council election for independent candidate" form.