

**Minutes of the Council Meeting** held on Thursday 27 April 2023 at 7.30 pm at Sayers Common Village Hall.

**Members Present:**

Cllr Malcolm Llewellyn (Chairman)	Cllr David Evans	Cllr Claire Majsai
Cllr Mike Avery	Cllr Rodney Jackson	Cllr Duncan Ranger
Cllr Allan Brown	Cllr Tony Lank	Cllr Bob Sampson
Cllr Helen Bedford	Cllr John Lowman	

**Also Present:** Sarah Groom (Clerk), Cllr Joy Dennis (WSCC) Cllr Colin Trumble (MSDC) and Cllr Alison Bennett (MSDC). Two members of the public.

**C22/23.155: To receive and accept apologies for absence:** Apologies for absence were received from Cllr Martin Machan and Cllr Julia Shorrocks, and it was:

**RESOLVED: That the Council ACCEPTS the apologies for absence for Cllr Machan and Cllr Shorrocks.**

**C22/23.156: To receive and record declarations of interest:** There were no declarations of interest.

**C22/23.157: To receive and accept the minutes of the meeting of the Council held on 23 March 2023:** Members reviewed the minutes, and it was:

**RESOLVED: That the Council AGREES the minutes of the Council meeting held on 23 March 2023.**

**C22/23.158: Adjournment for Questions from the Public:** Members agreed to adjourn the meeting in accordance with Standing Orders to receive questions from members of the public. A resident of Hurstpierpoint was concerned about the significant number of large pot holes across the parish and wider. Cllr Dennis explained that due to the adverse weather conditions, WSCC were making temporary safety repairs to the pot holes until the better weather would allow them to complete a proper cut and saw fix. The second member of the public representing the Sayers Common Village Society wished to inform Members that a meeting with Andrew Griffith MP has been arranged for 28 April 2023 at 11.30am to discuss flooding issues in Sayers Common.

**C22/23.159: Members received update reports from the representatives of other Authorities:**

**C22/23.159.1 West Sussex County Council (WSCC):** Cllr Dennis gave an update on the Traffic Regulation Order for the restricted waiting times outside the Sayers Common Village Shop. A new Area Manager for WSCC Highways was starting on 2 May 2023. More funding is available for Electric Vehicle (EV) Charging Points on-street and Cllr Dennis was happy to receive any suggestions. Operation Watershed, a grant scheme for flooding issues was still available and the funds had been increased. A new scheme called "Solar Together" is supporting community groups and small businesses apply for solar panels, battery storage and EV charge points for their use. "School Streets" are being trialled at two schools on the coast where local roads are closed temporarily for the drop off and pick up times only which has resulted in a significant improvement in parent behaviour. Cllr Lank identified the road bend north of Hurst College as a possible Operation Watershed bid. The Chairman reminded Members there were two projects already being considered at Bishopstone Lane and Flintstones, and parish council's did not generally have the resources to manage these projects. Cllr Avery was concerned large vehicles are ignoring the 6'6" width restriction on Malthouse Lane, damaging the verge when passing each other. In response to a question about cats eyes, Cllr Dennis explained that at 30mph or less they have been removed and the holes that were filled in are now breaking up but they do not constitute pot hole criteria. Cllr Majsai was still concerned about the Public Right of Way from Brighton Road to West Furlong Lane.

**C22/23.159.2 Mid Sussex District Council (MSDC):** Cllr Jackson reported that the Public Space Protection Order for car cruising on Jobs Lane/A2300 had now been officially made. Part of the new Centre for Outdoor Sports would be open in 2024. Cllr Trumble announced that he was not standing for re-election as a District Councillor and had been privileged to work with the Parish Council for the benefit of residents on projects such as the Court Bushes Community Hub. Cllr Trumble thanked the Chairman, Members of the Council and staff for the positive working relationship. The Chairman thanked Cllr Trumble for his contributions especially for the Court Bushes project and for Planning and District Plan Review work and wished him all the very best for the future.

The Chairman thanked Cllrs Dennis, Bennett, Trumble and Jackson for their reports and Cllrs Dennis, Bennett and Trumble left the meeting at 8.10pm.

**C22/23.160: Members considered the minutes of the following Committees:**

**C22/23.160.1: Planning & Environment Committee (30 March 2023):** There were no recommendations for Council.

**C22/23.160.2: Estates & Facilities Management Committee (13 April 2023):** Cllr Brown introduced the one recommendation for Council:

- i) **EF22/23.065(g) Proposed Works 2023/24: St George's Green Flint Wall Repairs:** The Committee considered the repairs required to the flint wall at a cost of £9,740 ex. VAT, and it was: **RESOLVED:** That the Committee AGREED to take the Flint wall repairs at a cost of £9,740 ex. VAT to Full Council to obtain approval to use funds from the General Reserve, and it was:  
**RESOLVED:** That Council AGREES the repairs to the St George's Green flint wall at a cost of £9,740 ex. VAT, to come from the General Reserve.

**C22/23.160.3: Finance & Governance Committee (20 April 2023):** The Chairman introduced the three recommendations for Council:

- i) **F22/23.110 End of Year Adjustments 2022/23:** The Committee considered the end of year figures, and it was: **RESOLVED:** That the Committee AGREED to recommend to Council that the balance of £12,810 to pay for the tarmacking of Court Bushes car park is authorised to be spent from the General Reserve 2023/24, and it was:  
**RESOLVED:** That Council AGREES that the balance of £12,810 to pay for the tarmacking of Court Bushes car park is authorised to be spent from the General Reserve 2023/24.
- ii) **F22/23.113 Asset Register:** The Committee reviewed the Asset Register, and it was: **RESOLVED:** That the Committee AGREED to recommend the Asset Register dated 31 March 2023 to Council for approval and adoption, and it was:  
**RESOLVED:** That Council AGREES and ADOPTS the Asset Register dated 31 March 2023.
- iii) **F22/23.114 Branding Manual:** The Committee reviewed the draft Branding Manual, and it was: **RESOLVED:** That the Committee AGREED to recommend the draft Branding Manual to Council for approval and adoption, as amended, and it was:  
**RESOLVED:** That Council AGREES and ADOPTS the Branding Manual.

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

- i. Planning & Environment Committee (30 March 2023)
- ii. Estates & Facilities Management Committee (13 April 2023)
- iii. Finance & Governance Committee (20 April 2023)

**C22/23.161 Councillor Co-option Timetable:** Members considered the results of the May 2023 uncontested Parish Council elections and the need to plan to advertise to co-opt councillors to fill the vacancies. Cllr Majsai will be promoting the vacancies at the Annual Parish Meeting on 22 May, and it was:

**RESOLVED: That the Council AGREES to advertise to co-opt councillors to fill the five vacancies.**

**C22/23.162: Insurance Renewal 1 June 2023:** Members considered the renewal letter dated 14 April 2023 and summary of cover from BHIB Councils Insurance, and agreed to approve the premium payment of £3,428.37, and it was:

**RESOLVED: That the Council AGREES the Insurance premium renewal at a cost of £3,428.37.**

**C22/23.163 South Downs National Park Elections:** Members considered submitting a nomination for a Parish Councillor to serve as one of the two representatives from West Sussex town and parish councils to be elected to sit on the South Downs National Park Board, and it was:

**RESOLVED: That the Council AGREES not to submit a nomination for the South Downs National Park Board.**

**C22/23.164 Hurst Meadows Costs 2023/24:** Members considered the briefing note and agreed the funding sources and costs of the tree works arising from the recent tree risk assessment surveys for the Wilderness, Tilley's Copse and Hurst Meadows. Additional works are also required on one tree at the Village Garden (from the Chantry Stables Building Survey) and one at the Allotments. The total cost is £11,755, and it was:

**RESOLVED: That the Council AGREES the additional spend in 2023/24 from the Hurst Meadows S106 Earmarked Reserve of £2,457, and a spend of £813.00 from the Millennium Garden Earmarked Reserve for the works at Ladies Walk.**

**C22/23.165: Councillor Representatives on Outside Bodies:** Cllr Evans confirmed there has been no Green Circle Meetings but the Flora and Fauna Group had re-started and would be applying for a grant.

**C22/23.166: To note any further information items, correspondence received or requests:**

**C22/23.166:1: Sussex Police Road Safety Briefing:** Members noted the March 2023 liaison meeting held between Sussex Police and town and parish councils on Sussex Police's Summer road safety briefing, and thanked Cllr Lank for attending and annotating the You Tube video of the meeting.

**C22/23.166:2: Council Structure 2023/24:** Members noted the results of the uncontested election and the options to review the Committee and Working Group structure for the next Council year due to fewer councillors, at least initially. The proposal to hold Planning & Environment Committee meetings on a Monday was welcomed, as was the proposal to merge the Finance & Governance and Estates & Facility Management meeting to be held monthly, as there were synergies between the two Committees.

The Chairman announced that this was the final Council meeting of three long serving Councillors who were not standing again, Allan Brown, Tony Lank and Martin Machan. Each were thanked individually for their dedication and commitment to service over the years in their various roles.

There being no other business, the Chairman closed the meeting at 8.46pm.

Chairman