



Hurstpierpoint & Sayers Common Parish Council
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Village Centre
Trinity Road
Hurstpierpoint
West Sussex BN6 9UY

Dear Councillor,

Council Members are summoned to attend the **Meeting of the Council** to be held on **Thursday 30 November 2023** at **7.30pm** in the **Village Centre Conference Room**. Members of the public have a right to and are invited to attend the meeting.

Sarah Groom, Clerk to the Council

Friday 24 November 2023

AGENDA

1. **Apologies for absence:** To receive and accept apologies for absence.
2. **Declarations of interest:** To receive and record declarations of interest.
3. **Minutes of the Previous Meeting of the Council:** To receive and adopt the minutes of the 26 October 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 **Planning Committee** (30 October 2023) There were no recommendations for Council.
 - 6.2 **Community Engagement Committee** (9 November 2023) There were no recommendations for Council.
 - 6.3 **Finance, Governance & Estates Committee** (23 November 2023) There were two recommendations for Council as follows:
 - 6.3.1 **F23/24.077: Fees & Charges 2024/25:** The Committee reviewed the briefing note setting out the schedule of proposed charges for 1 April 2024 to 31 March 2025. An amendment was made to the description of the CPI on the first page and to the description of a non-resident on page three. The Committee agreed to recommend the report to Council for adoption, and it was:
RESOLVED: That the Committee **AGREED** to recommend the schedule of annual charges for 1 April 2024 to 31 March 2025 to Council for adoption, as amended.
RECOMMENDATION: That Council **AGREES** the schedule of annual charges for 1 April 2024 to 31 March 2025.

6.3.2 F23/24.083: Draft Winter Plan 2023/24: The Committee considered a draft Winter Plan with a revised approach to previous years, for recommendation to Council for adoption. It was agreed to include details of the UKPN Priority Services Register and contact details for Age UK, and it was: RESOLVED: That the Committee AGREED to recommend the draft Winter Plan to Council for adoption, as amended.

RECOMMENDATION: That Council AGREES and ADOPTS the Winter Plan 2023/24.

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

- i. **Planning Committee (30 October 2023)**
- ii. **Community Engagement Committee (9 November 2023)**
- iii. **Finance, Governance & Estates Committee (23 November 2023)**

- 7. Future of Village Centre Charity:** To consider the future of the Village Centre Charity from the Parish Council perspective.
- 8. Assets of Community Value:** To consider adding the Methodist Church on Cuckfield Road to the Mid Sussex District Council list of assets of community value which requires the owners to pause their sale for six months to allow the community to raise funds to purchase it instead.
- 9. Reports from Representative on Outside Bodies:** To receive reports from representative on outside bodies.
- 10. The Council is asked to note any information items, correspondence received or requests:**
- 10.1 Christmas Office Closing:** To note the office will be closed from 1.30pm on Friday 22 December 2023 and will re-open at 9.30am on Tuesday 2 January 2024.

Council is asked to RESOLVE that in view of the confidential nature of the following items, the press and public be excluded under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

Confidential Matters:

- 11. Staff Panel:** To consider the confidential briefing paper with recommendations from the Staff Panel meeting held on Monday 23 October 2023.
- 12. Mid Sussex District Plan 2021-2039 Review Update:** To receive a verbal update on Mid Sussex District Council's plans for the Regulation 19 consultation.

Protocol for filming and recording at public meetings: The Council has a protocol for public filming, recording and photography at its meetings, which is available on the Council's website or on request at the Parish Office.
