



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

Dear Councillor,

Members are summoned to attend the **Meeting of the Council** to be held on **Thursday 14 December 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 8 December 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 30 November 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** (4 December 2023) There were no recommendations for Council.
 - 6.2 **Planning Committee** (4 December 2023) There were no recommendations for Council.
 - 6.3 **Finance, Governance & Estates Committee** (19 October 2023 and 7 December 2023) There were two recommendations for Council. The recommendation from 7 December 2023 is itemised separately as agenda item 7 below (Draft Council Budget 2024/25). The recommendation from 19 October 2023 meeting is as follows:
 - 6.3.1 **F23/24.081: Draft CCTV Policy:** On 19 October 2023, the Committee considered a draft policy regarding the use of closed-circuit cameras for recommendation to Council for adoption. Due to the amendments required it was agreed that the Policy would be presented to Council in December 2023 instead of November 2023, and it was: RESOLVED: That the Committee AGREED to recommend the draft CCTV Policy to Council in December 2023 for adoption, as amended.
RECOMMENDATION: That Council AGREES the CCTV Policy for adoption.

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

- i. **Highways, Cycleways and Footpaths Joint Council Working Group (4 December 2023)**
- ii. **Planning Committee (4 December 2023)**
- iii. **Finance, Governance & Estates Committee (19 October 2023/7 December 2023)**

- 7. **Draft Council Budget 2024/25:** To review the briefing note setting out the Parish Council budget requirements for 2024/25, as recommended by the Finance, Governance & Estates Committee on 7 December 2023.
- 8. **Polling Station Consultation:** To consider a response to the Mid Sussex District Council statutory consultation on the proposed scheme of Polling Districts and Polling Places for UK Parliamentary General Elections by 3 January 2024.
- 9. **Calendar of Meetings 2024/2025:** To consider and agree a provisional list of meeting dates for 2024/2025 to be ratified at the May 2024 Council meeting.
- 10. **Councillor Vacancy:** To consider advertising the final councillor vacancy with a closing date of 18 January 2024, to allow a new councillor to be co-opted at Council on 25 January 2024.
- 11. **Permissive Use Agreement Hurst Meadows:** To consider a request from WSCC to grant permissive path status for the portion of the east west cycle route skirting the south-eastern edge of Hurst Meadows.
- 12. **Reports from Representative on Outside Bodies:** To receive reports from Representative on Outside Bodies.
- 13. **The Council is asked to note any information items, correspondence received or requests:**

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:

- 14. **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.
