



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 29 February 2024** 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 23 February 2024

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 25 January 2024 Council meeting.
4. **Committee Appointments:** To agree the appointment of Cllr Forster to the Planning Committee and Finance, Governance and Estates Committee.
5. **Adjournment for Questions from the Public:** To consider adjourning the meeting to receive questions from members of the public in accordance with Standing Orders.
6. **Reports from Other Authorities:** To receive reports from representatives of other authorities:
 - 6.1 **West Sussex County Council**
 - 6.2 **Mid Sussex District Council**
7. **Committee Minutes:** To receive and where appropriate, consider the recommendations of the:
 - 7.1 **Planning Committee** (29 January 2024) There were no recommendations for Council.
 - 7.2 **Community Engagement Committee** (8 February 2024) There were no recommendations for Council.
 - 7.3 **Highways, Cycleways and Footpaths Joint Council Working Group** (19 February 2024) There were two recommendations for Council:
 - 7.3.1 It was noted the proposal for an all-weather surface footpath from Cuckfield Road to Hurst College was at the feasibility stage, and a new proposal to extend the path from the College to the Latchetts Lane public right of way entrance on College Lane will be put before Parish Councillors to gauge their support. **RECOMMENDATION:** That Council **AGREES to apply to extend the proposal for an all-weather surfaced path from Hurst College to the Latchetts Lane public right of way entrance on College Lane.**
 - 7.3.2 A resident has raised concerns about exiting from Talbot Mead becoming more dangerous due to inconsiderately parked cars. The Parish Council will consider submitting a Traffic Regulation Order

(TRO), at the 29 February 2024 Council meeting, for double yellow lines at the Chalkers Lane, Talbot Mead and Willow Way (north) junctions and on the roadsides directly opposite. **RECOMMENDATION: That Council AGREES to submit a TRO for double yellow lines at the Chalkers Lane, Talbot Mead and Willow Way (north) junctions, and on the roadsides directly opposite the junctions.**

7.4 Finance, Governance & Estates Committee (22 February 2024) There were two recommendations for Council as follows:

7.4.1 F23/24.117: Reserves Policy: The Committee reviewed the Reserves Policy and agreed to recommend it to Council for re-adoption, and it was: RESOLVED: That the Committee AGREED to recommend the Reserves Policy to Council for re-adoption. **RECOMMENDATION: That Council AGREES and ADOPTS the Reserves Policy.**

7.4.2 F23/24.118: Savings and Investments Policy: The CCLA account is not covered by the FSCS therefore clause 4.1 may need amending to relate to just short term investments as defined in clause 3.1, and it was: RESOLVED: That the Committee AGREED to recommend the Savings and Investments Policy to Council for re-adoption subject to an amendment required to clause 4.1. **RECOMMENDATION: That Council AGREES the Savings and Investments Policy as amended.**

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

- i. **Planning Committee (29 January 2024)**
- ii. **Community Engagement Committee (8 February 2024)**
- iii. **Highways, Cycleways and Footpaths Joint Council Working Group (19 February 2024)**
- iv. **Finance, Governance & Estates Committee (22 February 2024)**

8. Civility and Respect Pledge: To consider the call for local councils to adopt the Civility and Respect Pledge and note the Code of Conduct already adopted by the Parish Council on 18 May 2023.

9. Dignity at Work Policy: To consider a draft Dignity at Work Policy to meet the requirement of the Civility and Respect Pledge.

10. Mid Sussex District Plan Review 2021-2039: To note the Parish Council's final response to the Mid Sussex District Council's Regulation 19 consultation.

11. Quiet Lanes: To consider a briefing note explaining the application process to apply to West Sussex County Council for various lanes to be designated Quiet Lanes.

12. South Downs National Park Authority: To consider the completed Settlement Facilities Assessments for Hurstpierpoint, Sayers Common and Goddard Green and agree to submit them to the SDNPA.

13. Reports from Representative on Outside Bodies: To receive reports from representatives on outside bodies.

14. The Council is asked to note any information items, correspondence received or requests:

14.1 To note the successful outcome to nominate the Methodist Church, Cuckfield Road as an Asset of Community Value and note the next steps should be building be put up for sale.

14.2 To receive a verbal update on the plans for the Annual Parish Meeting to be held on Tuesday 21 May 2024.

14.3 To note the letter received from Andrew Griffith MP, of 20 February 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:

15 Job Evaluation: To note the outcome of the independent Job Evaluation assessment for employees.

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.