



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 25 July 2024 at 7.30pm** in **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 19 July 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 27 June 2024 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** (8 July 2024): There were no recommendations for Council.
 - 6.2 **Finance, Governance & Estates Committee** (18 July 2024) There were no recommendations for Council. To note the resignation of Cllr Forster from the Committee.
7. **Casual Vacancy:** To consider a timetable and advert to co-opt a councillor following the resignation of Mark Froud. To note that an official 'Notice of Vacancies' is being displayed until 22 July 2024 to permit ten or more electors to call for a by-election, after-which the co-option poster will be displayed, from 29 July 2024, with a deadline for applications to be received by 16 October 2024 to aim to fill the vacancy at the 24 October Council meeting.
8. **Parish Strategy Working Group Membership:** To consider the vacancy on the Parish Strategy Working Group and elect a new Chair. To accept Mark Froud as a co-opted member of the public on the Working Group.
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 MSDC District Plan:** To note that Mid Sussex District Council has formally submitted its District Plan 2021-2039 and accompanying documents to the Secretary of State.
- 10.2 SDNPA Local Plan:** To note that the South Downs National Park Authority is undertaking an early participation stage on their Local Plan Review from 8 July to 16 September 2024.
- 10.3 Methodist Church:** To receive a verbal update on the process of listing the venue as an asset of community value.
- 10.4 Court Bushes Community Hub:** To receive a verbal update on the repairs to the venue following the car accident on 29 March 2024.
- 10.5 Star Council Awards 2024:** To note that nominations are open for the National Association of Local Council's nominations for their Star Council Awards. These awards recognise the positive impact of the parish and town council sector on communities across England. Entrants can apply for six award categories: Council of the Year, Councillor of the Year, Young Councillor of the Year, County Association of the Year, Clerk of the Year, and Climate Response of the Year. The nomination period ends on 6 September 2024.

Members are 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. Grounds Maintenance Contracts:** To consider a briefing note to award the two new grounds maintenance contracts from 1 August 2024 for five years.

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.
