



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 28 November 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 22 November 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 24 October 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 (4 November 2024):** There were no recommendations for Council.
 - 6.2 **Community Engagement Committee (14 November 2024):** There were no recommendations for Council.
 - 6.3 **Finance, Governance & Estates Committee (21 November 2024)** There was one recommendation for Council:

F24/25.067: Fees and Charges Review for 2025/26: The Committee reviewed the briefing note setting out the schedule of annual charges recommended for 1 April 2025 to 31 March 2026. The lock-up fee charged by Beacon will be double checked and the management fee paid by the Village Centre charity to the Parish Council will be investigated further, and it was: **RESOLVED:** That the Committee **AGREED** the schedule of annual charges recommended for 1 April 2025 to 31 March 2026 and **AGREED** to recommend it to Council for adoption, subject to confirmation of the two items queried.

RECOMMENDATION: That Council **AGREES** the schedule of annual charges for 1 April 2025 to 31 March 2026, subject to confirmation of the two items queried.

7. **Remote Meetings and Proxy Voting Consultation:** To consider responding to an on-line Government (MHCLG) consultation which seeks views on the detail and practical implications of allowing remote and hybrid attendance and proxy voting at local authority meetings in England (including parish councils), by the deadline of 19 December 2024.
8. **Trinity Road Parking Restrictions TRO:** To consider submitting a Traffic Regulation Order application for the proposed amendments to parking restrictions around the Hurstpierpoint Health Centre and Brown Twins Road turning bay, subject to evidencing support.
9. **Reports from Representatives on Outside Bodies:** To receive reports from representative on outside bodies.
10. **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 Tuesday 24 December 2024 and will re-open at 9.30am on Thursday 2 January 2024.
 - 10.2 **Santa Sunday:** To note the Santa Sunday event on the Village Garden on 1 December 2024 from 11am-5pm and the road closure from 10-6pm.
 - 10.3 **Hurst Meadows Cycle Way Closure:** To note the closure of the “permissive public right of way” cycle path in Hurst Meadows on Christmas Day, to avoid it being classified as a public right of way.

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. **Methodist Church:** To consider the updated draft business plan and revised costings for the potential purchase of the asset of community value.
12. **Staff Matters:** To note the resignation of Assistant Clerk (AC1) and the arrangements to recruit a replacement.

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.
