



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 27 March 2025 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 21 March 2025

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 13 March 2025 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 (3 March 2025):** There were no recommendations for Council.
 - 6.2 **Finance, Governance & Estates Committee (20 March 2025)** There were three recommendations for Council as follows:
 - 6.2.1 **F24/25.117: Savings and Investments Policy:** The Committee reviewed the Savings and Investments Policy having deferred it from the last meeting. The Committee acknowledged that the 2025/26 budget would most likely exceed the 500,000 Euro limit (subject to exchange rates at the time) to qualify for the Financial Services Compensation Scheme protection (up to £85,000 in each account) and the Policy was re-worded accordingly to use the monitoring of the credit ratings for banks instead. The Committee agreed to recommend its adoption to Council as amended, and it was: RESOLVED: That the Committee AGREED that the Savings and Investments Policy would be recommended to Council for adoption.
RECOMMENDATION: That Council AGREES the Savings and Investments Policy for adoption.

6.2.2 F24/25.118 Internal Controls: The Committee reviewed the findings from the March 2025 internal controls exercise, and it was: **RESOLVED** That the Committee **AGREED** the findings from the March 2025 internal controls exercise and to recommend their adoption by Council.

RECOMMENDATION: That Council **AGREES** and **ADOPTS** the findings from the March 2025 Internal Controls exercise.

6.2.3 F24/25.119 Financial Risk Management Review: The Committee reviewed the Parish Councils exposure to financial risk in 2024/2025 and considered any necessary changes or actions required for 2025/2026, and it was: **RESOLVED:** That the Committee **AGREED** the Parish Councils Financial Risk Management Review for 2024/2025 and **AGREED** to recommend it to Council for adoption.

RECOMMENDATION: That Council **AGREES** the Parish Councils Financial Risk Management Review for 2024/2025.

6.2.4 F24/25.122 Year End Adjustments: The Committee considered the provisional adjustments required for the year end, and the proposed transfers to or from the General Reserve and Earmarked Reserves, and it was: **RESOLVED:** With deletion of proposed transfer to the Court Bushes sinking fund and instead making that transfer to the South Avenue Ear mark reserve. The Committee **AGREED** the provisional adjustments to be made at the year end in order to complete the accounts for 1 April 2024 to 31 March 2025; and to recommend the transfer to and from Earmarked Reserves to Council for approval and adoption.

RECOMMENDATION: That Council **AGREES** the provisional adjustments to be made at the year end in order to complete the accounts for 1 April 2024 to 31 March 2025; and the transfers to and from Earmarked Reserves, subject to any changes required at year end.

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

- i. Planning Committee (3 March 2025)
- ii. Finance, Governance & Estates Committee (20 March 2025)

7. **Mayoral Combined Authority for Sussex and Brighton Consultation:** To consider responding as a Parish Council to the government consultation, which is specific to the Sussex and Brighton region, by the 13 April 2025.
8. **Sayers Common Village Hall S106 Request:** To consider supporting an application from the Sayers Common Village Hall to Mid Sussex District Council for Section 106 funds.
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.**

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 Update:** To receive a verbal update regarding the sale of the Methodist Church at 42 Cuckfield Road, Hurstpierpoint.

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.
