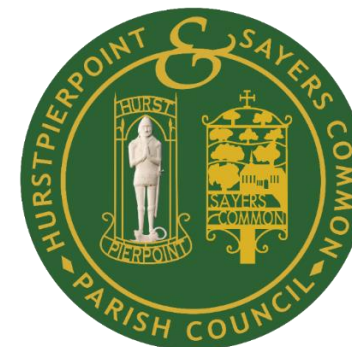


## Parish Action Plan 2025/26:

### Finance & Governance V5 at 14.08.2025



#### Terms of reference:

- Lead for Parish Action Plan
- Approval of payments outside the delegated authority of other committees
- Monitoring of income, expenditure and the accounts
- Budget preparation
- Monitoring of compliance with Financial Regulations
- Reviewing corporate and financial risks and insurance arrangements
- Property management, leases and contracts outside the delegated authority of other committees
- Set internal audit process
- Develop and deliver agreed outputs from Parish Action Plan
- Manage in year committee budget within programme and delegation
- Identify and justify committee budget for future year

#### Actions:

| Objective                  | Planned Action                                                                                                                | By When     | Status                                                                                                                                                                    | Last Updated | Budget & Code                           | Resources                                  | Notes                                                                                 |
|----------------------------|-------------------------------------------------------------------------------------------------------------------------------|-------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|-----------------------------------------|--------------------------------------------|---------------------------------------------------------------------------------------|
| Revised Neighbourhood Plan | Monitor the development of the new MSDC District Plan with reference to its impact on updating the Parish Neighbourhood Plan. | March 2026  | The Planning Inspector has advised MSDC that she may fail the draft District Plan. MSDC has launched a legal challenge. Awaiting outcome of the Mid Sussex District Plan. | 14.8.25      | (5180-101) Professional Support budget. | Cllr time. Staff time. Planning Consultant | There are serious implications of speculative development if there is no "made" Plan. |
| Produce a Parish Strategy  | Develop and consult on a 5 year Parish Strategy. Consider impact of Devolution on Strategy.                                   | Autumn 2025 | The Parish Strategy Working Group has been placed on hold whilst the major local government reorganisation takes place.                                                   | 14.8.25      | (5180-101) Professional Support budget. | Cllr time. Staff time.                     | Devolution and combined authorities may change the dynamics of parish councils.       |

| Objective     | Planned Action                                                                                          | By When    | Status                                                                                                                                                                                                                                                                             | Last Updated | Budget & Code                    | Resources  | Notes                                                                                                                                          |
|---------------|---------------------------------------------------------------------------------------------------------|------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|----------------------------------|------------|------------------------------------------------------------------------------------------------------------------------------------------------|
| Cllr Training | Finalise the draft Training and Development Policy and continue to develop the cllr training programme. | March 2026 | <p>Training programme expanded to include health and safety, and for Committee Members (e.g. finance and planning) and for Chairs of Committees. Adopted 22 May 2025.</p> <p>At the July 2025 Village Centre AGM trustee training was agreed for all once dates are published.</p> | 14.8.25      | (5170-101) Cllr training budget. | Cllr time. | <p>MSDC has been asked to provide free H&amp;S training. Cttees to be offered relevant training.</p> <p>Mulberry has been asked for dates.</p> |

#### Completed Actions:

| Objective  | Planned Action                                  | By When    | Status                                                                                                               | Last Updated | Budget & Code                                | Resources                 | Notes                                                                    |
|------------|-------------------------------------------------|------------|----------------------------------------------------------------------------------------------------------------------|--------------|----------------------------------------------|---------------------------|--------------------------------------------------------------------------|
| Office 365 | Expand use of Sharepoint folders by Councillors | March 2026 | Sharepoint is now the default method of sharing agendas etc. where relevant and by all Committees (except Planning). | 14.8.25      | (5170-101) Cllr training budget if required. | Cllr time.<br>Staff time. | Successfully used for May APCM on 22 May 2025. Now rolled out to Cttees. |
|            |                                                 |            |                                                                                                                      |              |                                              |                           |                                                                          |
|            |                                                 |            |                                                                                                                      |              |                                              |                           |                                                                          |
|            |                                                 |            |                                                                                                                      |              |                                              |                           |                                                                          |