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The MINUTES of the Meeting of the COMMUNITY ENGAGEMENT COMMITTEE held at 7.30pm on Thursday 12th June 2025 at Sayers Common Village Hall.

Members present:	Claire Majsai (Chair)	Susan Dyke (Vice Chair)
	Bob Sampson	Helen Bedford
	Duncan Ranger	Annette Street
	Michael Avery	Sarah Baldey

Also present: Viv Aloy, Assistant Clerk, and 6 members of the public

CE25/26.001. Election of the Vice Chair of the Committee. To elect the Vice Chair of the Community Engagement Committee for the ensuing year. Cllr Sampson proposed Cllr Susan Dyke for Vice Chair, seconded by Cllr Ranger and it was:

> **RESOLVED that the Community Engagement Committee elects Cllr Susan Dyke as Vice Chair for the ensuing year.**

CE25/26.002. Apologies for Absence: Apologies were received for Cllr Lindsay Thompson and Cllr Bedford and it was:

> **RESOLVED: That the Committee ACCEPTS the apologies for absence from Cllrs Thompson and Bedford.**

CE25/26.003. Declarations of Interest: Cllr Sampson declared an interest in the Hurst Festival grant application as a trustee.

CE24/25.004. To receive and accept the minutes of the Community Engagement Committee meeting held on 3rd April 2025: Members reviewed the minutes, and it was:

> **RESOLVED: That the Committee AGREED the minutes of 3rd April meeting**

CE24/25.005. Adjournment for Questions from the Public: One resident expressed concern regarding the Reeds Lane Recreation Ground as several of the items originally targeted for older children and teenagers are no longer part of the proposed next phase of the development. Cllr Majsai advised that the 5-aside pitch and table tennis table would proceed as planned but that basketball/netball provision already existed at Berrylands. Provision can be revisited at a later date if further need is identified. The resident also enquired as to the timescales for the work to be finished, and it was confirmed that the aim was for these to be completed by the end of the year, but that this would depend upon contractor availability.

CE24/25.006. Members reviewed Version 1 of the 2025/2026 action plan, and it was:

> **RESOLVED: That the Committee AGREED:**
>
> **i) to Version 1 of the 2025/26 Action Plan**
> **ii) for the Assistant Clerk to update Version 1 of the 2025/26 Action Plan as per the committee discussions and bring it to the next meeting as Version 2 of the 2025/26 Action Plan.**

One member of the public left at 19:40

CE25/26.007. Budget Monitoring: Members reviewed the budget monitoring report for the Committee, noting:

DRAFT

a) The Nominal Ledger (Year to Date) and
b) Detailed Income & Expenditure as of 31 May 2025, and it was:

RESOLVED That the Committee NOTED the budget monitoring report for the Committee including:

a) the Nominal Ledger (year to date)
b) the Detailed Income & Expenditure as of 31 May 2025

CE25/26.008.1 New Small Grant Applications to be considered 2025/26: Members noted the Grants Budget 2025/26 was £4,500 with £4,500 remaining.

There were 3 Small Grant Applications received:

Organisation	Grant Request For	Amount Requested	Amount Awarded
a) Cycling without Age	Towards insurance and upkeep of trishaws	£600	£500
b) Age UK	Towards memory cafés at Court Bushes	£500	£500
c) Hurstpierpoint Pre-School	Towards new bikes and scooters	£500	£500

The Committee discussed each application in detail. The Committee noted that Cycling without Age are updating their "working with vulnerable adults" policy document, which should be with the parish council office by 13th June. They also noted that the maximum permitted would be £500 rather than the £600 requested. Councillors were unanimous.

Age UK dementia café was discussed as to whether it should continue to be a health and wellbeing project, but this budget is usually for new projects and is more flexible. Councillors were unanimous.

The preschool was discussed at length with some concern raised over the sums held in their account. A vote was taken with 6 Cllrs in favour and 1 abstention, and it was:

RESOLVED that Committee AGREED to

a) AWARD £500 to Cycling without Age towards insurance and upkeep of their trishaws contingent on receipt of their "working with vulnerable adults" policy document.
b) AWARD £500 to Age UK towards their memory cafés at Court Bushes
c) AWARD £500 to the Hurstpierpoint Pre-School towards new bikes and scooters

2 members of the public left at 20:07

CE25/26.008.2 Community Events Grant Applications to be considered 2025/26 Members noted the Community Events Budget for 2025/26 was £4,500 with £3,500 remaining.

Organisation	Grant Request For	Amount Requested	Amount Awarded
a) Hurst*folk*	PA system, lights & crew for free events	£1,189	£750
b) St Lawrence Fair	Towards first aid cover for the weekend	£750	£750
c) Hurst Festival	Towards Super Sunday Free event	£2,000	£2,000

The Committee noted that there were not enough funds available to cover all grant requests received. Each application was discussed in detail.

The revised budget and accounts from Hurst*folk* were noted and the Committee commented that the youth showcase event also tied in with the Community Engagement Action Plan around youth provision.

Representatives from Hurst Festival spoke about the success of their free Super Sunday event and that they are prioritising local traders to have stalls. The event is very young person focused and included a competition for children to design the front page as well as a further free family event at Court Bushes. The event is good for traders and the local economy as it brings tourism into the village. Events are also running in Sayers Common. One Councillor asked about risk assessments and incoming "Martin's Law." Representatives confirmed they are aware of the legislation, though it is not yet law, and that suitable risk assessments are undertaken for all events.

One Councillor suggested that the full amount be awarded to Hurst Festival and that the remaining £1,500 should be split equally between the 2 other events.

Cllr Sampson abstained due to his earlier declaration of interest in the Hurst Festival, the remaining Councillors were unanimous and it was:

RESOLVED: That the Committee AGREED to

a) AWARD £750 to Hurst*folk* towards PA system, lights and crew for the youth showcase event
b) AWARD £750 to St Lawrence Fair £750 towards first aid cover for the weekend
c) AWARD £2,000 to Hurst Festival towards their free Super Sunday event

2 members of the public left at 20:24

CE25/26.008.3 Health & Wellbeing Grants application to be considered 2025/26 Members noted the Health & Wellbeing Grants Budget for 2025/26 was £1,000 with £1,000 remaining.

There were no Health & Wellbeing Grant Applications received.

CE24/25.008.4 Sustainable Communities Grants applications to be considered 2025/26. Members noted the Sustainable Communities Grants budget for 2025/26 was £1,500 with £1,500 remaining.

There were no Sustainable Communities Grant applications received.

CE24/25.008.5 Health & Wellbeing Projects 2025/2026. Members noted the Health & Wellbeing Projects Budget was £1,000 with £748 remaining.

There were no Health & Wellbeing Projects discussed.

CE25/26.009. Events Working Group update: Members received the notes from the Events Working Group meeting held on 19th May reviewing this year's APM, and the plans for St Lawrence Fair. The Committee discussed the future of the APM in detail noting that, despite the best efforts of the EWG, attendance from members of the public remains low. Many of the options to increase potential attendance, such as moving the event to a weekend, are not possible due to the legal requirements surrounding an APM.

One Cllr suggested that the APM be stripped back to comply with the minimum required by law and that Community Engagement opportunities are maximised via other events such as the Community Forum. Another Cllr suggested that, as the APM is the "meeting of the electors" part of the meeting could be forward looking with engagement from members of the public in a less formal format, inviting greater participation. It was:

RESOLVED: That the Committee RECOMMENDS to Council that the 2026 Annual Parish Meeting be held as a smaller, simpler event that meets the legal requirements, but adopts a more informal, open forum or round-table format, to encourage forward-looking discussion between electors and councillors.

Committee noted that the Estates & Facilities officer and Maintenance officer are no longer available to assist with the set up and strike down of the St Lawrence Fair. It was:

> **RESOLVED: That the Committee AGREED for office staff to explore the potential of paying a contractor to do this. Funding would come from the Parish Council Events budget.**

CE25/26.010 Information Items, Correspondence Received and Requests:

CE25/26.10.1 Reeds Lane Recreation Ground Consultations Results: Committee noted the results from the Reeds Lane Recreation Ground Phase 2 consultation and that the project has now gone out to tender with a deadline for responses of 1st July 2025.

CE24/25.010.2 High Street Update: Cllrs Bedford and Thompson were not present, but the Committee noted there were new traders in the High Street and the unexpected, short notice, closure of the Horse Inn.

CE24/25.010.3 External Communication: There were no communications updates that had not been covered earlier in the meeting.

There being no other business the Chair closed the meeting at 21:07