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Village Centre
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MINUTES of the Meeting of the FINANCE, GOVERNANCE & ESTATES COMMITTEE held at 7.30pm on Thursday 20 November 2025 at the Hurstpierpoint Village Centre.

Members Present: Cllr Duncan Ranger (Chair) Cllr Claire Majsai
Cllr Malcolm Llewellyn Cllr Rodney Jackson
Cllr Annette Street

Also present: Sarah Groom, Clerk to the Council & Responsible Finance Officer and Stephen Witchell, Estates & Facilities Manager.

F25/26.069: Apologies for absence: Apologies for absence were received from Cllr Julia Shorrocks, and it was:

RESOLVED: That the Committee **ACCEPTS** the apologies for absence from Cllr Shorrocks.

F25/26.070: Declarations of Interest: There were no declarations of interest.

F25/26.071: Previous Minutes: The Committee considered the minutes of the Finance, Governance & Estates Committee meeting on 16 October 2025, and it was:

RESOLVED: That the Committee **AGREED** the minutes of the Finance, Governance & Estates Committee meeting held on 16 October 2025.

F25/26.072: Adjournment for questions from the public: There were no members of the public present.

F25/26.073: Parish Council Financial Monitoring for Month 7 (October 2025): The Committee noted:

- (i) Payments of £48,410.24 (excl VAT). This included both the October salaries (£16,688.22) and Reeds Lane play equipment deposit (£15,134.74).
- (ii) Receipts of £15,333.75 (VAT N/A). This included the Q2 VAT claim of £8,474.64.
- (iii) Bank Reconciliations. These were signed by Vice-Chair Cllr Street.
- (iv) Balance Sheet.
- (v) Nominal Ledger.
- (vi) Income and Expenditure.
- (vii) The funds held in CCLA shares on 31 October 2025 were £114 230.82.
- (viii) The deposits and investments accounts on 31 October 2025 were noted.

Financial Institution	Account Type	Interest AER %	Maturity Date
Unity Trust	Current Account	0	N/A
Unity Trust	Savings Account	2.12	N/A
Nationwide	95 Day Savings Account	3.60	95 Days notice
Cambridge & Counties	1 Year Fixed Term	4.4	24/06/2026
Cambridge & Counties	1 Year Fixed Term	5.1	27/11/2025
United Trust Bank	1 Year Fixed Term	5.0	19/12/2025
Hampshire Trust Bank	1 Year Fixed Term	4.36	01/03/2026

- (iv) The Cambridge & Counties investment that expires on 27 November 2025 was reviewed and it was agreed to re-invest the £50,000 in their 1 Year Fixed Rate Bond at 4.35% AER, and it was:

RESOLVED: That the Committee **AGREED** the Parish Council financial monitoring for Month 7 (October 2025), and the renewal of the Cambridge & Counties investment at a rate of 4.35%.

F25/26.074: Village Centre Financial Monitoring for Month 7 (October 2025): The Committee noted:

- (i) Payments of £2,471.77 (VAT N/A).
- (ii) Receipts of £2,693.95 (VAT N/A).
- (iii) Bank Reconciliations. These were signed by Vice-Chair Cllr Street.
- (iv) Balance Sheet.
- (v) Income and Expenditure.
- (vi) Bank accounts held were i) CAF Cash Current Account with 0.2% interest and ii) CAF Gold Savings Account with 1.85% interest. Maturity dates do not apply, and it was:

RESOLVED: That the Committee AGREED the Village Centre financial monitoring for Month 7 (October 2025).

F25/26.075: Parish Action Plan: The Committee reviewed the:

- (i) The Finance & Governance Action Plan: The Committee noted that the MSDC Introduction to Health and Safety training course had been completed by all staff and most councillors.
- (ii) The Estates & Facilities Action Plan: The Committee noted the Action Plan, and it was:

RESOLVED: That the Committee AGREED the Action Plans for 2025/26.

F25/26.076: Estates & Facilities Update: The Committee noted the comprehensive update report. The date for the installation of the Reeds Lane play equipment is 23 February 2026. The outcome of the Section 106 application for the additional Reeds Lane equipment including the swings, and the trampoline for South Avenue Rec are still awaited from MSDC, which is leading to long delays for all the work. Cllr Majsai asked that WSCC be reminded about the road signs for the Reeds Lane play area. Two quotes have been received for drainage and surfacing work at South Avenue which need to be interrogated. Planning permission will be needed for the works at the Chapel including the underground drainage. New plants have been installed next to the charity shop to try and prevent people climbing on and vandalising the roof. A new memorial bench has been installed on the Village Garden. Another leak at Court Bushes Community Hub has been discovered and temporarily fixed. The amount of flooding problems at Court Bushes has become very stressful for staff. The Pitt Lane toilets are still closed due to vandalism. Sussex Police are not felt to be doing enough to tackle the small number of people creating the majority of the anti-social behaviour and vandalism in Hurstpierpoint. The Sussex Police Beat Surgeries at Court Bushes will be promoted to encourage all residents to complain to the Police about the problems residents are experiencing, and it was:

RESOLVED: That the Committee NOTED the update report on Estates & Facilities Management.

F25/26.077: Hurst Meadows Working Group: The Committee noted the 6 November 2025 minutes of the Hurst Meadows Working Group. It was noted that a new member of the public has been invited to join the Working Group, and it was:

RESOLVED: That the Committee NOTED the 6 November 2025 minutes of the Hurst Meadows Working Group and the addition of a new member of the group.

F25/26.078: Lost Woods Proposal: The Committee considered a briefing note setting out a proposal from the Hurst Meadows Working group to carry out works within the ancient woodlands by the Woodland Trust, and it was:

RESOLVED: That the Committee AGREED to the proposal from the Hurst Meadows Working Group for the Woodland Trust to carry out works within the ancient woodlands, at no cost to the Parish Council.

F25/26.079: Fees and Charges Review for 2026/27: The Committee considered a briefing note setting out the review of the schedule of annual charges recommended for 1 April 2026 to 31 March 2027. A number of charges were amended, and it was agreed to recommend the revised schedule of charges to Council for adoption, and it was:

RESOLVED: That the Committee AGREED to recommend the revised schedule of charges for 1 April 2026 to 31 March 2027 to Council for adoption, as amended.

F25/26.080: F&G Budget Setting 2026/27: The Committee considered a briefing note to review and assess the Finance & Governance budget requirements for 2026/27, including staffing costs, and it was:

RESOLVED: That the Committee AGREED the Finance & Governance budget requirements for 2026/27, including staffing costs.

F25/26.081: E&FM Budget Setting 2026/27: The Committee considered a briefing note to review and assess the Estates & Facilities Management budget requirements for 2026/27. It was agreed to amend the Highways and Byways Cost Centre figures and the Projects line items in Court Bushes will be moved into Property Maintenance. It was noted that the Community Engagement Committee was proposing that the Christmas Lights budget be transferred to the E&FM budget, and it was:

RESOLVED: That the Committee AGREED the Estates & Facilities Management budget requirements for 2026/27, as amended.

F25/26.082: To note any further information items, correspondence received or requests.

F25/26.082.1: The Community Engagement Committee had awarded a grant for a Piano Day to be held on the Village Garden in March 2026 but permission had not yet been given for the use of the site. An application for use of the Village Garden was expected in due course, and would be considered by the FGE Committee.

F25/26.082.2: It was noted that the old Methodist Church had re-sold for £495,000 at the 31 October 2025 auction.

F25/26.082.3: It was noted that the new Mid Sussex District Council waste collection scheme was in chaos and had disrupted all residents, as information given out had been incorrect and was in some cases still incorrect. Residents phoning MSDC had not been able to get through, or had not been helped sufficiently if they had managed to speak to anyone.

There being no other business, the Chair closed the meeting at 9.32pm.

Chair