



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 26 February 2026** 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 20 February 2026

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 22 January 2026 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. **Councillor Co-option:** To consider applications to co-opt councillors to fill the ordinary vacancies. The deadline for applications was 12 noon on Wednesday 18 February 2026. One application has been received and has been circulated confidentially to members of the Parish Council prior to the meeting. Please note, the Parish Council is not obliged to select any candidate. The following procedure should be followed:
 - i. Candidates will be sent a full agenda for the meeting at which they are to be considered for appointment. They may speak for up to three minutes about their application during the co-option item on the agenda.
 - ii. Voting takes place in public by a written ballot. After the voting has concluded the Chairman will declare the successful candidates duly elected.
 - iii. The successful candidates will sign their Declaration of Acceptance of Office form before they can act as a councillor. The Register of Interests form must be completed within 28 days.
- RECOMMENDATION:** That the Council **ELECTS** one Councillor to serve on the Hurstpierpoint ward and to agree their Committee membership.
7. **Committee Minutes:** To receive and where appropriate, consider the recommendations of the:
 - 7.1 **Planning Committee (2 February 2026):** There were no recommendations for Council.
 - 7.2 **Community Engagement Committee (12 February 2026):** There were no recommendations for Council.

7.3 Finance, Governance & Estates Committee (19 February 2026): There were two recommendations for Council:

F25/26.110: Reserves Policy: The Committee reviewed the Reserves Policy and agreed to recommend its adoption to Council, and it was: RESOLVED: That the Committee AGREED the Reserves Policy and to recommend it to Council for approval and adoption.

RECOMMENDATION: That Council APPROVES and ADOPTS the Reserves Policy.

F25/26.111: Savings and Investments Policy: The Committee reviewed the Savings and Investments Policy and agreed to add additional wording to paragraph 2.5 regarding the Financial Conduct Authority and the Prudential Regulation Authority, and to recommend its adoption to Council, and it was: RESOLVED: That the Committee AGREED the Savings and Investments Policy and to recommend it to Council for approval and adoption, as amended.

RECOMMENDATION: That Council APPROVES and ADOPTS the Savings and Investments Policy, as amended.

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

- i. Planning Committee (3 February 2026)
- ii. Community Engagement Committee (12 February 2026)
- iii. Finance, Governance & Estates Committee (19 February 2026)

- 8. **Bus Shelters:** To consider the briefing note regarding applying to WSCC for funds to replace or provide new bus shelters in the parish.
- 9. **Cuckfield Road Junction Protection:** To consider re-applying to WSCC for a Traffic Regulation Order for double yellow lines at junctions with Willow Way (north and south), Chalkers Lane and Talbot Mead, to be accompanied by community support.
- 10. **Application for Hire of South Avenue Rec:** To consider an application for the hire of the South Avenue Recreation Ground by the St Lawrence Fair and Harris Fun Fair from 29th June to 6th July 2026.
- 11. **Pension Fund Valuation Results:** To note the results of the recent valuation of the Town and Parish Council pooled Pension Fund and the specific Hurstpierpoint & Sayers Common Parish Council Pension Fund.
- 12. **Reports from Representatives on Outside Bodies:** To receive reports from representative on outside bodies.
- 13. **To note any information items, correspondence received or requests.**
- 13.1 **Draft National Planning Policy Framework (NNPF):** To note the emerging draft National Planning Policy Framework including the WSALC briefing paper where it specifically relates to the development or updating of Neighbourhood Plans.
- 13.2 **Draft Mid Sussex District Plan:** To receive a verbal update on the draft Mid Sussex District Plan.

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:

- 14. **South Avenue Drainage & Resurfacing Works:** To consider the confidential briefing note to appoint a contractor to undertake the South Avenue Drainage and Re-surfacing works, following the tender process.

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.
