



Hurstpierpoint & Sayers Common Parish Council  
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Village Centre  
Trinity Road  
Hurstpierpoint  
West Sussex BN6 9UY

**Minutes of the Council Meeting** held on Thursday 26 February 2026 at 7.30 pm at the Hurstpierpoint Village Centre.

**Members Present:**

|                                   |                      |
|-----------------------------------|----------------------|
| Cllr Malcolm Llewellyn (Chairman) | Cllr Rodney Jackson  |
| Cllr Michael Avery                | Cllr Duncan Ranger   |
| Cllr Susan Dyke                   | Cllr Bob Sampson     |
| Cllr Shaun Hole                   | Cllr Julia Shorrocks |

**Also Present:** Sarah Groom, Clerk to the Council and Cllr Zeidler (MSDC). Apologies were received from Cllr Joy Dennis (WSCC) and Cllr Bennett (MSDC).

**C25/26.122: Apologies for Absence:** Apologies for absence were received from Cllr Sarah Baldey, Cllr Helen Bedford, Cllr Claire Majsai, Cllr Annette Street and Cllr Lindsay Thompson, and it was:

**RESOLVED:** That the Council **ACCEPTS** the apologies for absence for Cllr Baldey, Cllr Bedford, Cllr Majsai, Cllr Street and Cllr Thompson.

**C25/26.123: Declarations of interest:** There were no declarations of interest.

**C25/26.124: Previous Minutes:** Members received the minutes of the meeting of the Council held on 22 January 2026, and it was:

**RESOLVED:** That the Council **ADOPTS** the minutes of 22 January 2026.

**C25/26.125: Adjournment for Questions from the Public:** There was one member of the public present, attending for the councillor co-option item.

**C25/26.126: Reports from Other Authorities:** Members received reports from representatives of other authorities:

**C25/26.126.1: West Sussex County Council:** Cllr Dennis was not present.

**C25/26.126.2: Mid Sussex District Council:** Cllr Zeidler informed Members that the District Council had approved its budget for 2026/27 which included removing evening parking charges in the three towns between 6pm and 8pm for a year. Cllr Jackson noted that the District Council was still approaching the village parking charges on a twin track with ANPR equipment being purchased ready for installation, if the charges go ahead. The Clerk was still struggling to get any response from the District Council about the end of the cardboard parking discs. Cllr Zeidler reported the Planning Inspector is carrying out the public examination into the draft Mid Sussex District Plan. The County Council elections are to be held on 7 May 2026. Cllr Jackson had not had a reply from the District Council officers about the dog bin collection complaints. Cllr Dyke reported the access from the Arc south to Hurstpierpoint had now been opened and was just about passable. Some of the trees had also been planted although some remained unplanted so may not survive. The Chairman thanked Cllr Jackson and Cllr Zeidler for their reports.

**C25/26.127: Councillor Co-Option:** Members considered applications to co-opt councillors to fill the ordinary vacancies. One application has been received and has been circulated confidentially to members of the Parish Council prior to the meeting. Voting took place in public by a written ballot and with a unanimous seven votes in favour, Shaun Hole was duly co-opted to the Parish Council, and it was:

**RESOLVED:** That the Council **CO-OPTS** Shaun Hole to serve on the Hurstpierpoint ward.

**C25/26.128: Committee Minutes:** Members received and as appropriate, considered the recommendations of the:

**C25/26.128.1: Planning Committee (2 February 2026):** There were no recommendations for Council:

**C25/26.128.2: Community Engagement Committee (12 February 2026):** There were no recommendations for Council.

**C25/26.128.3: 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, and it was:

RESOLVED: 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, and it was:

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

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

- i. Planning Committee (2 February 2026)
- ii. Community Engagement Committee (12 February 2026)
- iii. Finance, Governance & Estates Committee (19 February 2026).

**C25/26.129 Bus Shelters:** Members considered the briefing note regarding applying to WSCC for funds to replace or provide new bus shelters in the parish. Areas for new bus shelters were debated and the Methodist Church on Cuckfield Road (southbound) and Orchard Way (eastbound) were added to the suggestion for Wickham Hill (eastbound to overhang the pavement). It was agreed in principle to take ownership of two new bus shelters as part of the London Road Coombe Farm development and to ask Wates to fund a replacement shelter opposite the LVS Hassocks School on the London Road. It was possible a new Orchard Way bus shelter could be funded by the developer of Kemps in future. It was agreed that every new shelter should have real time passenger information boards provided as standard plus a litter bin. Cllr Hole highlighted the relevance of the prevailing wind and therefore the importance of the orientation of the shelters, and it was:

RESOLVED: That the Council AGREED that:

- i) new bus shelters be requested at Cuckfield Road (outside the old Methodist Church - southbound), Orchard Way (eastbound) and Wickham Hill (eastbound) all to the Parish Council's standard plus RTPI signs and a litter bin;
- ii) in principle to agree to take ownership of two new bus shelters as part of the Coombe Farm development to the Parish Council's standard plus RTPI signs and a litter bin; and
- iii) Wates be asked to fund a replacement shelter opposite the LVS Hassocks School on the London Road to the Parish Council's standard plus RTPI signs and a litter bin.

**C25/26.130 Cuckfield Road Junction Protection:** Members considered re-applying, as had been suggested by West Sussex County Council, for a Traffic Regulation Order for double yellow lines at junctions on the Cuckfield Road with Willow Way (north and south), Chalkers Lane and Talbot Mead, to be accompanied by community support, and it was:

RESOLVED: That the Council AGREED the Council would seek community support and re-apply for a Traffic Regulation Order for double yellow lines at junctions on Cuckfield Road with Willow Way (north and south), Chalkers Lane and Talbot Mead.

**C25/26.131 Application for Hire of South Avenue Rec:** Members considered an application for the hire of the South Avenue Recreation Ground by the St Lawrence Fair incorporating the Harris Fun Fair from 29<sup>th</sup> June to 6<sup>th</sup> July 2026. Members noted that the published charge for the hire of the ground would be abated by the Parish Council, and it was:

**RESOLVED:** That the Council AGREED the application for the hire of the South Avenue Recreation Ground by the St Lawrence Fair incorporating the Harris Fun Fair from 29<sup>th</sup> June to 6<sup>th</sup> July 2026 and to abate the charges.

**C25/26.132 Pension Fund Valuation Results:** Members considered 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. It was noted that the fund was in a very healthy position but a further briefing on any associated risks would be helpful. Cllr Joy Dennis would be asked for assistance, and it was:

**RESOLVED:** That the Council NOTED that the Pension funds were in a very healthy position but a further briefing on any associated risks would be arranged.

**C25/26.133 Reports from Representatives on Outside Bodies:** Members received reports from representative on outside bodies as follows:

**C25/26.133.1: Hurstpierpoint Society:** Cllr Dyke noted that the Society was also concerned about the poor MSDC dog waste bin collection service. The Society had prepared a response to the draft Mid Sussex District Plan and will be attending the Planning Inspector's public hearings. The Society supported the expansion of the 20mph zone in Hurstpierpoint and would respond to the formal consultation accordingly.

**C25/26.133.2: Twinning Association:** Cllr Shorrocks reported on the success of the Twinning Association's French film and wine tasting evening held in the Player's Theatre. The Chair has stepped aside until a new Chair can be found.

**C25/26.133.3: SDNPA:** Cllr Jackson and Cllr Dyke will be attending a South Downs National Park Authority parish council liaison meeting on zoom on 4 March 2026.

**C25/26.133.4: MSALC:** Cllr Jackson attended the last Mid Sussex Association of Local Councils meeting on 22 January 2026. Matters covered included a new Sussex Police District Commander, crime statistics and the rise in shoplifting and the inability to chase e-scooters in Police cars. Cllr Jackson was asked to enquire what Mid Sussex District Council parking enforcement team are doing to enforce the new pavement parking prohibitions. It was noted at the MSALC meeting that the Sussex Mayoral elections had been postponed from May 2026 to May 2028. Finally, unlike other local district councils, MSDC maintain the unhelpful position that they will not enter into any discussion about assets transfers, before they automatically transfer them all to the new unitary authority.

**C25/26.133.5: WSALC:** The Chairman attended the West Sussex Association of Local Councils Chairman's meeting on 24 February 2026 and received a briefing by Steve Tilbury, planning consultant, about the National Planning Policy Framework (NPPF). WSALC's Chief Officer reminded local councils to have business plans and resilience plans and to read the new WSALC newsletter.

**C25/26.133.6: Santa Sunday:** Cllr Dyke informed Members that Cllr Thompson had reported that the Santa Sunday event would now be on a Saturday (the last in November).

**C25/26.134: Members noted the following information items:**

**C25/26.134.1: Draft National Planning Policy Framework (NPPF):** Members noted the emerging draft National Planning Policy Framework including the WSALC briefing paper where it specifically relates to the development or updating of Neighbourhood Plans. Members agreed to seek training on the new NPPF in May/June 2026 to ensure all councillors understood the new policies and how they relate to the Parish Council consultations.

**C25/26.134: Draft Mid Sussex District Plan:** Members received a verbal update from the Chairman on the draft Mid Sussex District Plan. The Berkeley/Latimer consultation event was held in the Sayers Common Village Hall on 30 January 2026 and Members who had attended gave various feedback. Once again it remained disappointing that there was no sign of the developers considering the impact of the developments on key issues in the wider local area such as traffic and transport, and flooding and sewerage. The Public Examination hearings on the draft District Plan have commenced and will be attended by the Parish Council on 4, 5, 17 and 18 March 2026. These can all be watched live or recorded, on the MSDC You Tube channel. Five papers have been submitted to the Inspector for his consideration that will support the Parish Council's consultant's comments on the day. These will be circulated to all Members.

**Members RESOLVED 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:**

**C25/26.135: South Avenue Drainage & Resurfacing Works:** Members considered the confidential briefing note to appoint a contractor to undertake the South Avenue Drainage and Re-surfacing works following the tender process. The works would be funded by the Highways and Byways budget of £42,000 in 2026/27 plus the balance to be taken from the South Avenue Earmarked Reserve (335) currently holding £32,383. Cllr Dyke asked whether the trees would be protected during the pavement works and the Chairman confirmed that the trees would remain in place and mitigation was included to protect them for the future. The Chairman also hoped the missing pollarded lime tree would be replaced later in the year, and it was:

**RESOLVED: That the Council AGREED to appoint Landbuild to undertake the South Avenue Drainage and Re-surfacing works at a cost of £70,172.15 + VAT.**

There being no other business, the Chairman closed the meeting at 9.38pm.

Chairman