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MINUTES of the Meeting of the FINANCE, GOVERNANCE & ESTATES COMMITTEE held at 7.30pm on Thursday 19 February 2026 at the Hurstpierpoint Village Centre.

Members Present: Cllr Annette Street (Chair) Cllr Malcolm Llewellyn Cllr Rodney Jackson

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

F25/26.104: Apologies for absence: Apologies for absence were received from, Cllr Claire Majsai, Cllr Duncan Ranger and Cllr Julia Shorrocks, and it was:

RESOLVED: That the Committee **ACCEPTS** the apologies for absence from Cllrs Majsai, Ranger and Shorrocks.

F25/26.105: Declarations of Interest: There were no declarations of interest.

F25/26.106: Previous Minutes: The Committee considered the minutes of the Finance, Governance & Estates Committee meeting on 15 January 2026, and it was:

RESOLVED: That the Committee **AGREED** the minutes of the Finance, Governance & Estates Committee meeting held on 15 January 2026.

F25/26.107: Adjournment for questions from the public: There were no members of the public present.

F25/26.108: Parish Council Financial Monitoring for Month 10 (January 2026): The Committee noted:

- (i) Payments of £12,643.36 (Ex VAT). Payments did not include the December 2025 salaries.
- (ii) Receipts of £26,334.84 (VAT N/A). Receipts included £10,500 Section 106 funds for the Court Bushes Community Hub toilet refurbishment.
- (iii) Bank Reconciliations. These were signed by Cllr Street.
- (iv) Balance Sheet.
- (v) Nominal Ledger.
- (vi) Income and Expenditure.
- (vii) The funds held in CCLA shares on 31 January 2026 were £115,375.80.
- (viii) The deposits and investments accounts on 31 January 2026 were noted as follows:

Financial Institution/(Credit Rating)	Account Type	Interest AER %	Maturity Date
Unity Trust (BBB)	Current Account	0	N/A
Unity Trust (BBB)	Savings Account	2.25	N/A
Nationwide (A/A1)	95 Day Savings Account	3.25	95 Days notice
Cambridge & Counties (Not Published)	1 Year Fixed Term	4.35	24/06/2026
Cambridge & Counties (Not Published)	1 Year Fixed Term	4.35	30/11/2026
United Trust Bank (Not Published)	1 Year Fixed Term	4.11	19/12/2026
Hampshire Trust Bank (Not Published)	1 Year Fixed Term	4.36	10/03/2026

- (ix) The Committee considered the renewal options for the Hampshire Trust Bank savings account which matures on 10 March 2026 and agreed to reinvest £100,000 at 4% AER.
- (x) The Committee noted the increase in current account charges applied by the Unity Trust Bank from 1 February 2026, and it was:

RESOLVED: That the Committee AGREED the Parish Council financial monitoring for Month 10 (January 2026) and to reinvest £100,000 at 4% AER with the Hampshire Trust Bank, when the account matures on 10 March 2026.

F25/26.109: Village Centre Financial Monitoring for Month 10 (January 2026): The Committee noted:

- (i) Payments of £2,019.51 (VAT N/A).
- (ii) Receipts of £3,204.50 (VAT N/A).
- (iii) Bank Reconciliations. These were signed by Cllr Street.
- (iv) Balance Sheet.
- (v) Income and Expenditure. The current position was scrutinised and all figures looked positive.
- (vi) Bank accounts held were i) CAF Cash Current Account with 0.2% interest and ii) CAF Gold Savings Account with 1.75% interest. Maturity dates do not apply. The bank credit rating will be requested, and it was:

RESOLVED: That the Committee AGREED the Village Centre financial monitoring for Month 10 (January 2026).

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.

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.

F25/26.112: Parish Action Plan: The Committee reviewed the:

- (i) The Finance & Governance Action Plan: The Committee noted progress against the actions. An NPPF briefing note at next week's Council meeting will help clarify the current position with the Neighbourhood Plan guidance.
- (ii) The Estates & Facilities Action Plan: The Committee noted all of the progress against the actions. The ground penetrating radar survey of the Cemetery has been completed and a report will be produced recommending unused plots and potential new grave/ash sites for sale. The works compound and equipment has been delivered to Reeds Lane Rec for the commencement of the large play equipment installation works commencing 23 February 2026. The fencing in of the play equipment will follow. Other items of equipment such as picnic tables and benches are on order. The rotten wood in the climbing bars has been replaced. The new swings at Reeds Lane are due to be installed after 9 March 2026. The pitch improvements on the north side will be undertaken in the Summer. The replacement trampoline will be installed at South Avenue Rec play area week commencing 23 February 2026. Tenders have been received for the South Avenue drainage and resurfacing works to be considered at the Council meeting on 26 February 2026, and it was:

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

F25/26.113: Estates & Facilities Update: The Committee noted the comprehensive update report and the actions completed since the last meeting. The Woodland Trust had completed the tree works in Tilley's Copse. A Hurst Meadows volunteers working party will take place on 26 February 2026. Three new bollards have been installed on the Court Bushes access road and are in use. There have been issues with the boiler at the Village Centre and despite two site visits the issues are not yet resolved. The external bench at the Village Centre was refurbished and the chapel door repairs are completed. A number of upcoming projects are being prepared for including 2026/27 projects, and it was:

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

F25/26.114: Hurst Meadows Working Group: The Committee noted the 5 February 2026 minutes of the Hurst Meadows Working Group including the work to update the Management Plan, and it was:

RESOLVED: That the Committee NOTED the 5 February 2026 minutes of the Hurst Meadows Working Group.

F25/26.115: MSDC Dog Waste Bin Collections: The Committee considered a briefing note on the recent poor service provided by Mid Sussex District Council's contractor, paid for by the Parish Council. Residents had also arranged a petition. It was noted that the Parish Council was monitoring the bins, and the collections did seem to be improving. Cllr Jackson had written to MSDC but had yet to receive an apology or explanation. The final resort would be to lodge a formal complaint, and it was:

RESOLVED: That the Committee AGREED that the Parish Council would continue to monitor the service provided closely and await the formal response from the District Council to the complaint made by Cllr Jackson. The issue would be discussed again at the Council meeting on 26 February 2026 to see if the matter had been resolved.

F25/26.116: To note any further information items, correspondence received or requests: There were no further items.

There being no other business, the Chair closed the meeting at 8.54pm.

Chair