



Hurstpierpoint & Sayers Common Parish Council
Email: office@hurstpierpoint-pc.gov.uk
Website: www.hurstpierpoint-pc.gov.uk
Telephone: 01273 833264

Village Centre
Trinity Road
Hurstpierpoint
West Sussex BN6 9UY

Dear Councillor,

Members are summoned to attend a **Meeting of the Council** to be held on **Thursday 23 July 2026 at 7.30pm** in the **Village Centre Conference Room**. Members of the public have a right to and are invited to attend the meeting.

Sarah Groom, Clerk to the Council

Friday 17 July 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 25 June 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. **Committee Minutes:** To receive and where appropriate, consider the recommendations of the:
 - 6.1 **Planning Committee (6 July 2026):** There were no recommendations for Council.
 - 6.2 **Finance, Governance & Estates Committee (17 July 2026):** There were no recommendations for Council.

RECOMMENDATION: That the Council RECEIVES the minutes of the following Committees:

- i. **Planning Committee (6 July 2026)**
 - ii. **Finance, Governance & Estates Committee (16 July 2026)**
7. **Casual Vacancy:** To consider a timetable to co-opt councillors to fill two vacancies. It is proposed that the co-option advert is displayed from 24 July to 16 September 2026, and to aim to fill the vacancies at the 24 September Council meeting.
 8. **Cleaning Contract:** To consider a briefing note setting out quotations for the new cleaning contracts to start from 1 September 2026 for Court Bushes Community Hub and the public toilets.
 9. **Village Centre Velux Windows:** To consider a briefing note setting out proposals to replace the seven velux windows in the Village Centre.
 10. **Hire of South Avenue Rec:** To consider an application from the Hurst Festival to hire South Avenue Recreation Ground on Sunday 20 September 2026.
 11. **Reports from Representatives on Outside Bodies:** To receive reports from representative on outside bodies.

12. To note any information items, correspondence received or requests.

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.
