



Hurstpierpoint & Sayers Common Parish Council
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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 16 July 2026 at the Hurstpierpoint Village Centre.

Members Present:

Cllr Duncan Ranger (Chair)	Cllr Claire Majsai
Cllr Shaun Hole	Cllr Julia Shorrocks
Cllr Rodney Jackson	Cllr Annette Street (Vice-Chair)

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

F26/27.016: Apologies for absence: Apologies for absence were received from Cllr Malcolm Llewellyn, and it was:

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

F26/27.017: Declarations of Interest: Cllr Jackson declared an interest in the Tree Works item as he lives in Bishops Close.

F26/27.018: Previous Minutes: The Committee considered the minutes of the Finance, Governance & Estates Committee meeting on 18 June 2026, and it was:

RESOLVED: That the Committee **AGREED** the minutes of the Finance, Governance & Estates Committee meeting held on 18 June 2026.

F26/27.019: Adjournment for questions from the public: There were no members of the public present.

F26/27.020: Parish Council Financial Monitoring for Month 3 (June 2026): The Committee noted:

- (i) Payments of £35,086 Ex VAT). Payments include the salaries for May 2026 of £12,650.12 and the Annual Office Services Fee paid to the Village Centre.
- (ii) Receipts of £30,601.36 (VAT N/A). Receipts include the £17,752 Annual Management Fee paid by the Village Centre
- (iii) Bank Reconciliations. These were signed by Cllr Street.
- (iv) Balance Sheet.
- (v) Nominal Ledger.
- (vi) Income and Expenditure.
- (vii) Q1 VAT Reclaim.
- (viii) The funds held in CCLA shares (AAA Rating) on 30 June 2026 are £117,187.25.
- (ix) Deposits and investment accounts held on 30 June 2026 are as follows, and it was:

Financial Institution/(Credit Rating)	Account Type	Interest AER %	Maturity Date
Unity Trust (BBB)	Current Account	0	N/A
Unity Trust (BBB)	Savings Account	1.95	N/A
Nationwide (A/A1)	95 Day Savings Account	3.25	95 Days notice
Cambridge & Counties (Not Published)	1 Year Fixed Term	4.45	24/06/2027
Cambridge & Counties (Not Published)	1 Year Fixed Term	4.40	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	4.00	01/03/2027

RESOLVED: That the Committee **AGREED** the Parish Council financial monitoring for Month 3 (June 2026).

F26/27.021: Village Centre Financial Monitoring for Month 3 (June 2026): The Committee noted:

- (i) Payments of £21,558.14 (VAT N/A). This includes the Annual Management Fee paid to the Parish Council.
- (ii) Receipts of £8,489.99 (VAT N/A). This includes the Annual Parish Council Office Services Fee.
- (iii) Bank Reconciliations. These were signed by 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 1.75% interest. Maturity dates do not apply, and it was:

RESOLVED: That the Committee AGREED the Village Centre financial monitoring for Month 3 (June 2026).

F26/27.022: Parish Action Plan: The Committee reviewed the:

- (i) The Finance & Governance Action Plan: The Committee noted the two actions for 2026/27 concerning training courses on the new National Planning Policy Framework and Pension risks. Training is to be organised as soon as the NPPF is published, expected this Summer. Identifying a trainer on Pension risks was proving more of a challenge.
- (ii) The Estates & Facilities Action Plan: The Committee noted all of the actions for 2026/27. The Christmas lights had not yet been transferred to the new supplier as Merlin Lighting were continuing to prove difficult to pin down. Light Angels had inspected the light fixing in the High Street. Cllr Hole felt the Sayers Common Village Shop would like to lead on and fund the sculpting of the oak tree to be monolithed at Reeds Lane Recreation Ground, and it was:

RESOLVED: That the Committee AGREED the Action Plan updates for 2026/27.

F26/27.023: Hurst Meadows Working Group: The Committee noted the minutes of the Hurst Meadows Working Group held on 2 July 2026. Cllr Majsai had spoken with the Orchard Manager who had explained that the hail in June had adversely affected the young apples but the Apple open day had been a success. Cllr Majsai had attended an informal Lost Woods meeting and requested more volunteer days in Tilley's Copse to be organised. Cllr Majsai and the E&F Manager had been updating the Hurst Meadows Management Plan in order to present it to the next meeting of the Working Group, and it was:

RESOLVED: That the Committee NOTED the minutes of the Hurst Meadows Working Group on 2 July 2026.

F26/27.024: Tree Works 2026: The Committee considered a briefing note setting out quotations for tree works identified in the April 2026 tree risk assessments, for the recreation grounds, Millennium Garden and St George's Green. The funds for St George's Green will come from the Hurst Meadows Earmarked Reserve, and it was:

RESOLVED: That the Committee AGREED to appoint J. Lee Trees to carry out 8 tree works for a total cost of £6,825.00 plus VAT and Timbertongs to carry out 6 tree works for a total cost of £1,512.51 plus VAT.

There being no other business, the Chair closed the meeting at 8.12pm.

Chair