



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 14 May 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)
Cllr Malcolm Llewellyn	

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

F25/26.146: Apologies for absence: There were no apologies for absence.

F25/26.147: Declarations of Interest: There were no declarations of interest.

F25/26.148: Previous Minutes: The Committee considered the minutes of the Finance, Governance & Estates Committee meeting on 16 April 2026, and it was:

RESOLVED: That the Committee **AGREED** the minutes of the Finance, Governance & Estates Committee meeting held on 16 April 2026.

F25/26.149: Adjournment for questions from the public: There were no members of the public present.

F25/26.150: Parish Council Financial Monitoring for Month 1 (April 2026): The Committee noted:

- (i) Payments of 34,234.61 (Ex VAT). Payments included the fencing at Reeds Lane of £12,252.
- (ii) Receipts of £268,178.48 (VAT N/A). This included the first half year precept of £179,802.
- (iii) Bank Reconciliations. These were signed by Cllr Street.
- (iv) Balance Sheet.
- (v) Nominal Ledger.
- (vi) Income and Expenditure. It was noted that parking disc income was underbudgeted as MSDC had delayed the start of the scheme.
- (vii) The funds held in CCLA shares (AAA Rating) on 30 April 2026 were £116,451.05.
- (viii) The deposits and investments accounts on 30 April 2026 were noted 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	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	4.00	10/03/2027

RESOLVED: That the Committee **AGREED** the Parish Council financial monitoring for Month 1 (April 2026).

F25/26.151: Village Centre Financial Monitoring for Month 1 (April 2026): The Committee noted:

- (i) Payments of £3,830.48 (VAT N/A).
- (ii) Receipts of £3,545.65 (VAT N/A).
- (iii) Bank Reconciliations. These were signed by Cllr Street.
- (iv) Balance Sheet.
- (v) Income and Expenditure. The Music Licence fee was explained.
- (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 1 (April 2026).

F25/26.152: 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.
- (ii) The Estates & Facilities Action Plan: The Committee noted all of the actions for 2026/27. Item 1A&B The Cemetery drainage plans require planning permission before they can commence. Item 2C It was noted that the Pitt Lane toilets would re-open on Monday 18 May 2026 following vandalism. Item 2A There are two more benches to be installed in Reeds Lane Rec by the Monday Group and the ruts on the north field are being levelled prior to the Summer Fair on 13 June. Feedback from residents has been very positive. The large goal post will be painted. Item 6F Additional fencing will be completed in the Summer (not in May). Item 9B The tools will be reviewed in February 2027 (not 2026). Plans for an extension at Court Bushes Community Hub or an alternative large hall space will still be pursued. The total SID data figure will be corrected, and it was:

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

F25/26.153: Hurst Meadows Working Group: The Committee noted the minutes of the Hurst Meadows Working Group on 9 April 2026 held on site. The Group will consider the maintenance of the cycleway at the next meeting, and it was:

RESOLVED: That the Committee noted the minutes of the Hurst Meadows Working Group on 9 April 2026 held on site.

F25/26.154: Additional Grave Plots in 'P' Section: The Committee considered a briefing note setting out a proposal to bring into use fifty-two additional burial plots located at the southern end of the cemetery, to be designated as the 'P Section', and authorise their recording and release for use. It was noted that the drainage works will need to be completed prior to the proposal being implemented, and it was:

RESOLVED: That the Committee AGREED the proposal to bring into use fifty-two additional burial plots located at the southern end of the cemetery, to be designated as the 'P Section' and authorise their recording and release for use and to recommend it to Council for approval and adoption.

F25/26.155: Additional Half Graves Plots for Ashes: The Committee considered a briefing note setting out the introduction of up to fourteen "half plots" within the cemetery for ash interments, to be designated as the 'T Section', with a proposed pricing level of £375, and that no further sales of full-size burial plots for ashes interments be permitted, and it was:

RESOLVED: That the Committee AGREED to recommend the following to Council for approval and adoption:

- (i) The introduction of half burial plots within the 'T Section', including up to 14 plots within the 'S mound' area;
- (ii) The proposed pricing level of £375 for 2026/27; and
- (iii) That no further sales of full-size burial plots for ashes interments be permitted.

F25/26.156: Curtains and Blinds at the Village Centre: The Committee considered a briefing note setting out the costs of new curtains and blinds for the Village Centre. It was noted that the proposal was in accordance with what had been agreed by the Trustees as part of the budget setting process, and that the quotes were within budget, and it was:

RESOLVED: That the Committee NOTED that Sussex Curtain & Blind Co Ltd would be appointed to provide new curtains and blinds within the Village Centre for a total cost of £3,283.00 plus VAT.

F25/26.157: 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 8.58pm.

Chair