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 22 October 2026** at **7.30pm** in the **Hurstpierpoint Village Centre**. Members of the public have a right to and are invited to attend the meeting.

Sarah Groom, Clerk to the Council Friday 16 October 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 24 September 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 (5 October 2026): There were no recommendations for Council.
6.2 Finance, Governance & Estates Committee (15 October 2026): There was one recommendation for Council, as follows:

F26/27.055: Budget and Precept Setting Timetable: The Committee reviewed the proposed timetable, principles and assumptions to commence the budget setting exercise for 1 April 2027 to 31 March 2028. The description for the spending of Earmarked Reserve 335 (South Avenue) and the estimated salary outturn for 2026/7 will be updated. The September 2026 CPI figure will be used for both the expenditure budget estimates for 2027/8 (unless other information is known) and the fees and charges increase. The Committee agreed to recommend them to Council for adoption as amended, and it was: RESOLVED: That the Committee AGREED the proposed timetable, principles and assumptions to commence the budget setting exercise for 1 April 2027 to 31 March 2028 as amended, and to recommend them to Council for adoption.
RECOMMENDATION: That the Council AGREE the proposed timetable, principles and assumptions to commence the budget setting exercise for 1 April 2027 to 31 March 2028.

RECOMMENDATION: That the Council RECEIVES the minutes of the following Committees and AGREES the above recommendations:
- **i. Planning Committee (5 October 2026)**
- **ii. Finance, Governance & Estates Committee (15 October 2026)**

7. LGPS Pension Review: To note a letter from the West Sussex Pension Fund, detailing the Parish Council's benchmarked performance during the scheme year, including timeliness and data quality.

8. **Winter Plan 2026/27:** To review and adopt the Parish Council's Winter Pan for 2026/27 agreeing the uplift in payments to the contractor if called upon to snow plough the priority roads, from £15/hr top up to a £25/hr top up, to match WSCC's increased £58/hr payment.

9. **Revised Quote for Drainage at South Avenue Cemetery:** To agree a revised quotation for the French drain installation along the southern boundary of South Avenue Cemetery. At the Council meeting on 24 September 2026, Members agreed that Barcombe Landscapes be appointed to install the French drain along the southern boundary of South Avenue Cemetery at a cost of £5,885+VAT, and to use funds from the Cemetery Earmarked Reserve (320) currently holding £25,017. Members are asked to agree a revised quote from Barcombe Landscapes of £6,705+VAT, now that the Parish Council's requirements include the turfing over of the gravel channels and five inspection pits, and to use funds from the Cemetery Earmarked Reserve (320) currently holding £25,017.

10. **Christmas Lights:** To consider and agree a quotation for the repair of Christmas Lights and fixings from Light Angels, and agree the use of funds from the Christmas Lights Earmarked Reserve currently holding £4,772.

11. **Tree Works South Avenue Cemetery:** To agree a quote for essential tree works at South Avenue Cemetery.

12. **Reports from Representatives on Outside Bodies:** To receive reports from representative on outside bodies.

13. **To note any information items, correspondence received or requests.**

13.1 **MSDC Draft District Plan:** To note the agenda for the Public Examination Hearings on 3 and 5 November 2026, and the pre-hearings statement submitted by the Parish Council on 16 October 2026.

Members are asked to RESOLVE 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:

14. **Staff Panel Minutes:** To consider the minutes of the Staff Panel meeting held on 5 October 2026 and agree the recommendations.

15. **Member Allowances:** To consider a briefing note on parish councillor allowances and agree the amount from 7 May 2027 for budget setting purposes.

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.