

Pyecombe Parish Council

Email: parishcouncil@pyecombe.org.uk

Website: www.pyecombevillage.co.uk

Minutes of the Annual Parish Meeting on Tuesday 13th May 2025 at Wayfield Park Farm Shop commencing at 7:15 pm

Attendees: Cllr D. Wilson, Cllr T. Cullen, and Cllr K. Grocott
Clerk D. Langston

Minutes

18.25 To elect the Chairman of the Parish Council. Cllr D. Wilson was nominated by Cllr Cullen, seconded by Cllr K. Grocott, and duly elected as Chairman of the Parish Council. Councillor T. Cullen was nominated by Councillor D. Wilson, seconded by Cllr K. Grocott, and elected as Vice-Chairman.

19.25 Apologies for Absence were received from Mid Sussex District Councillor G. Zeidler, West Sussex County Councillor J. Dennis and Pyecombe Cllr L. Sullivan.

20.25 No declarations of interest were declared.

21.25 To approve the Minutes of the Parish Council Meeting held on 11th March 2025. Minutes were agreed by Council and were signed by the Chairman.

22.25 A meeting was held with West Sussex County Council Highways representatives on Thursday 8th May 2025 where the proposals for an upgrade to the SDNP crossing were discussed. recent Confirmation was given that the project is progressing, and it is envisaged works should be completed during 2026. Flooding at slip road adjacent to the Pyecombe garage has been raised with WSCC. Clerk will look into history of landownership.

23.25 Clerk has submitted a licence for the additional planters on the London Road. Additional litter bins are still waiting for installation. Clerk will contact contractor for an updated installation date. Council discussed the verge and hedgerow cutting schedule. Clerk will contact WSCC to request information.

24.25 Councillor D. Wilson was nominated as the Councils representatives to Mid Sussex Association of Local Councils.

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25.25 Financial Matters

25.1.25 To carry out a review of the system of internal control and prepare the Annual Governance Statement. Council reviewed the internal control system and prepared the Annual Governance Statement.

25.2.25 Council resolved to appoint Mulberry Local Authority Services Ltd as their internal auditors for the financial year ending 31st March 2026.

25.3.25 Council reviewed and accepted the proposed changes to the following internal control documents.

- Code of Conduct
- Data Protection Policy
- Financial Regulations
- Standing Orders
- Press & Media Policy
- Recording of Public Meetings

25.4.25 Council resolved to process a change of domain name for emails and the website. Clerk will investigate this and circulate information to councillors for acceptance.

25.5.25 Payments raised since last meeting:

£195.00 Perfect Print Invoice 00012565 newsletter printing.

£ 20.15 D. Langston administration expenses.

£692.64 Mid Sussex District Council Invoice 4102429922.

£548.09 WSCC Invoice 8001829345 salary & pension.

£ 57.38 WSCC Invoice 8001830212.

£104.75 WSALC Invoice 1915.

£334.15 EDF Energy Invoice 22818634.

£624.32 Arthur J. Gallagher Invoice 543640859.

£555.09 WSCC Invoice 8001835225 salary & pension.

25.6.25 Councillors reviewed the balance sheet which was then signed by the chair.

25.7.25 To receive and approve the Accounting Statements for the year ended 31st March 2025. The accounting statements were approved and signed by the Chairman.

26.25 Date of next meeting confirmed as 22nd July 2025.