Pyecombe Parish Council

Email: parishcouncil@pyecombe.org.uk **Website:** www.pyecombevillage.co.uk

Minutes of the Annual Parish Meeting on Thursday 9th May 2024
at Wayfield Park Farm Shop commencing at 7:15 pm

Attendees: Cllr D. Wilson, Cllr T. Cullen, Cllr K. Grocott, and Cllr M. Saich
Mid Sussex District Councillor G. Zeidler
Clerk D. Langston

Minutes

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

17.24 No apologies for absence were received.

18.24 No declarations of interest were declared.

19.24 To approve the Minutes of the Parish Council Meeting held on 5th March 2024. Council agreed the Minutes which were then signed by the Chairman.

20.24 Mid Sussex District Councillor G. Zeidler gave an update on the following items.

- Previously circulated report regarding housing in the SDNP and details on the district plan. There is no allocated development for Pyecombe contained within the plan. The windfall allowance is 51 dwellings per year across the park. Any windfall site must comply with all policies.
- Due to local elections MSDC has been in purdah so no official decisions have been taken.
- New contractor, Glendale has taken over responsibility for maintenance of public spaces. Feedback from parishes so far has been very good.
- MSDC has been through a process to be more aware of their carbon footprint and the additional impact on the environment. Cllr Zeidler would like to advocate providing a carbon footprint tool to local parishes. Council will send any information on this item to Cllr Zeidler.

Councillor Zeidler left the meeting at this point.

21.24 Council resolved to accept the submission of a Community Highways Scheme request for an upgrade to the SDNP crossing on Clayton Hill.

22.24 Councillor D. Wilson gave an update on the current parish works. Feedback from the residents has been very positive. Clerk is liaising with WSCC Highways Officers regarding licencing.

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

24.24 Financial Matters
24.1.24 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.
24.2.24 To decide and approve the appointment of the Internal Auditor 2024/2025. Council resolved to ask S. Moallemi to continue to audit the accounts.
24.3.24 To accept all internal control documents previously circulated. All Standing Orders were accepted by council.

24.4.24 Council resolved to proceed with the recommend change of domain name. Clerk will action this item.
24.5.24 Payments raised since last meeting:
£35,261.52 Lee Sullivan Contract Flooring Invoice 18570 Community Project Works
£ 1,920.00 J Cragg Building & Maintenance Invoice 5019 Community Project Works
£ 531.95 WSCC Invoice 8001751166 Salary & Pension
£ 53.42 WSCC Invoice 8001751484 Payroll Provision
£ 94.22 WSALC Limited Invoice 1725 Annual Subscription
£ 552.00 J Cragg Building & Maintenance Invoice 5021 Community Project Works
£ 616.29 AJGIBL GBP Client Invoice 531832006 Annual Insurance Renewal
£ 690.97 EDF Energy Invoice 18680519 Street Light Power Supply
£ 63.31 D. Langston Domain Registration Cost
£ 108.00 Vision ICT invoice 17966 Email Hosting
£ 321.19 D. Langston Administration Expenses
£ 531.95 WSCC Invoice 8001746180 Salary & Pension
£ 73.99 Kitman Ltd Invoice 13921 PC Repairs
£ 90.00 K. Grocott H&S Equipment
£ 593.94 K. Grocott Parish Tidy up Equipment
£ 673.06 D. Langston Administration Expenses to include MSDC Invoice 4102058982
£ 140.00 Perfect Print Invoice 00011467 Newsletter Printing
24.6.24 To receive and approve the Accounting Statements for the year ended 31st March 2024. The accounting statements were approved and signed by the Chairman.

25.24 Date of next meeting confirmed as Tuesday 25th June 2024.

26.24 Any other business (*Please note that no decisions may lawfully be made under this item, but matters may be discussed which involve no more than an exchange of information)*
Cllr Grocott highlighted recent issues with vehicles along Church Hill. Clerk will carry this item forward to next meeting.