



TWINEHAM PARISH COUNCIL

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Minutes of the Annual Meeting of the Parish Council held at Twineham School, Twineham on Monday 12th May 2025 commencing at 7:10 pm

Present: Councillors Mrs A. Hirst (Chairman), Mrs F. Jones, Mrs C. Murphy, and Mr C. Worsley.
West Sussex County Councillor J. Dennis
Clerk Mrs D. Langston.

22.25 To elect the Chairman of the Parish Council. Cllr A. Hirst was nominated by Cllr F. Jones, seconded by Cllr C. Worsley, and duly elected as Chairman of the Parish Council. Councillor C. Worsley was nominated by Councillor C. Murphy, seconded by Cllr F. Jones, and elected as Vice-Chairman.

23.25 Apologies for absence were received from Mid Sussex District Councillor G. Zeidler and Twineham Parish Councillor Mrs J. Veaney.

24.25 To receive declarations of interest from Members in respect of any matter on the agenda. Councillor Worsley declared an interest in Rampion.

25.25 To approve the Minutes of the Parish Council Meeting held on 10th March 2025. Minutes were agreed by Council and were signed by the Chairman.

26.25 West Sussex County Councillor J. Dennis gave an update on the following items.

- Devolution continues with no news from the government. A response is expected during the summer months with a mayoral election during 2026. Cllr Dennis confirmed until the mayor is elected government funding sources are restricted.
- Gatwick application for a second runway has gone back to the minister with questions raised around infrastructure.
- The Rampion Offshore Windfarm decision has been published. Some funders have pulled out due to the proposed price of the energy.
- A recent planning application has been submitted for a large solar farm on the A272 in Cowfold.

27.25 To receive an update on Highways matters.

- Residents have highlighted speed issues being experienced with the lorries delivering school meals. Cllr Jones will raise this item with the school.
- Council raised a question about the road surface on Wineham Lane. Cllr Dennis has raised this item with Highways.
- TRO Hickstead Lane has now progressed to a public consultation which runs until 29th May 2025. Clerk has emailed residents to request their support for the application.
- Litter bins at bus stop. Clerk has emailed MSDC to request a weekly collection.
- PROW 14T and Gratten Lane are both due an inspection by the PROW Ranger.
- Signpost to recreation ground. Signage has been made and is being put out when cricket matches are held.
- Finger posts at the bottom of Church Lane and Bob Lane have both split. Cllr Worsley will look into this item.

West Sussex County Councillor J. Dennis left the meeting at this point.

28.25 Councillor Hirst confirmed the Rampion Off-Shore Windfarm DCO was approved on 4th April 2025.

29.25 Councillor Hirst will attend a meeting on 20th May 2025 to receive an update on the Mid Sussex District Plan.

30.25 To agree Council's response to the following planning matters and receive an update on enforcement issues:

DM/25/0590 Little Reeds Farm, London Road, Hickstead. Engineering works: 5m high earth noise bund with associated landscaping. Council resolved to object to the application on the following grounds:

- Safety of highways highlighting the location of adjacent layby.
- MSDC Planning Officer report confirming bund will not reduce noise from the A23.
- Land contamination.

31.25 Councillor Hirst reported on the recent WSALC meeting with the main topic surrounding the devolution process. Council discussed the devolution process and the possible impact on community assets.

32.25 Councillor Jane Veaney was elected as Council's representatives to Mid Sussex Association of Local Councils and West Sussex Association of Local Councils.

33.25 Financial Matters

33.1 Clerk highlighted recommendations made in the final internal audit report. Council will review reserves and earmark £10,000.00, ten thousand pounds towards the possible future upkeep of the recreation ground.

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

33.3 To receive and approve the Accounting Statements for the year ended 31st March 2025. The accounting statements were reviewed by council and approved. Documents were then signed by the Chairman.

33.4 To confirm the council decision to declare itself exempt from limited assurance review. Council resolved to declare itself exempt from the external limited assurance review.

33.5 To decide and approve the appointment of the Internal Auditor 2025/2026. Council resolved to appoint Mulberry Local Authority Services Ltd as their Internal Auditor for the current financial year.

33.6 To review and accept the annual insurance policy. Councillors resolved to accept the proposed insurance policy. Clerk will ensure payment is made in line with the acceptance.

33.7 To review and accept all internal control documents. Council reviewed the standing orders and agreed acceptance of the following documents.

- NALC model financial regulations.
- Standing Orders
- Data Protection Policy
- Councillor Code of Conduct
- Recording of Public Meetings

33.8 To carry out an annual review of the council risk assessment. Council reviewed the risk assessment and agree acceptance of the proposed risk levels.

33.9 To review the balance sheet. Council reviewed the balance sheet which was then signed by the Chair.

33.10 Payments raised since last meeting:

£ 72.98 D. Langston Administration expenses.

£110.17 WSLAC Invoice 1939 Annual Membership.

£548.09 WSCC Invoice 8001829404 Salary & pension.

£114.77 WSCC Invoice 8001830251 Payroll provision.

£288.00 D. Langston Administration expenses.

£555.09 WSCC Invoice 8001835315 Salary & pension.

£349.50 Mulberry local Authority Services Ltd Invoice 0977 Internal Audit.

£150.00 Twineham CE Primary School Annual Insurance Policy.

34.25 Date of next meeting confirmed as Tuesday 29th July 2025.

35.25 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 Jones will produce a newsletter highlighting the use of the school play area.
- Parish noticeboard has been removed by the school. Cllr Hirst will contact the school on this matter.