



WISTON PARISH COUNCIL

Clerk: Matthew Thomas, Water Lane Cottage, Water Lane, Wiston, West Sussex, BN44 3DW
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Wiston Parish Council Meeting
6.00pm, Wednesday, 19th November 2025, at the Meeting Place.
Water Lane, Wiston.

Draft Minutes

Present: Cllr. Garner, Cllr. Goring, Cllr. Leppard, Cllr. Nash, Cllr. Page
In attendance: -
Clerk: Matthew Thomas
Members of the public: -

- 25.33 To consider accepting apologies for absence:** Apologies were accepted from Cllr. Circus (Horsham DC). Apologies were subsequently received from Cllr Marshall.
- 25.34 To record declarations of interest from Members in any item to be discussed:** No interests were declared.
- 25.35 To Approve the Minutes of the Full Parish Council Meeting of 17th September 2025:** The minutes were approved without alteration and duly signed by the Chair.
- 25.36 To adjourn the meeting to allow public participation:** No members of the public were present at the meeting.
- 25.37 To receive reports from County and District Councillors:** No County or District Councillors were present at the meeting.
- 25.38 Meetings attended by Councillors:** No meetings were reported.
- 25.39 Highways and Footpaths**

25.39.1 **Road Safety:** It was agreed to proceed with a formal application for a TRO of 30mph along the entire lengths of Water Lane and Hole Street within Wiston Parish.

Action: Clerk to prepare and submit a TRO application to the County Highway Authority

25.39.2 **Hole Street Speed Indicator Device:** It was agreed to invite contractors to quote for two options: 1. Moving the solar panel of the Hole Street SID to the other side of the hedge and 2/ to move the SID to an alternative nearby location where adequate light would reach the panel.

Action: Clerk to contact contractors

25.40 Planning matters.

25.40.1 **Coombewick House:** It was noted that despite the existence of an enforcement notice for the removal of the caravan, no action had been taken by the District Council.

25.41 Finance

25.41.1&2 **Approved payments:** The expenditure detailed below was approved:

Balance bfwd	£8,238
Total receipts	£2,434
Total payments	£780
Balance per bank statement 11/11/25	£9,892
Of which reserves	£7,714
Prepared by	M Thomas

Date	Payee	Amount
30 Sept	HMRC	£53.60
30 Sept	Litter Pick	£59.34
30 Sept	Clerk Salary	£214.33
31 Oct	HMRC	£53.60
31 Oct	Clerk Salary	£214.33
31 Oct	Litter Pick	£59.34
10 Nov	123 Reg	£15.59
11 Nov	SLCC	£110.00
	Running total	£780.13

25.41.3 **Unapproved Payment:** Subsequent to the meeting the payment to Microsoft was found to be genuine, although no receipt had been issued.

25.41.4 **Bank Statements:** The bank statements from from August to October 2025 were agreed and duly signed by the Chair.

25.41.5 **To receive and discuss the draft budget 2026/27:** It was agreed unanimously that the precept should be increased by 4% from £4,156 in 2025/26 to £4,322 in 2026/27.

Action: Clerk to amend the draft budget accordingly and to submit the appropriate precept claim to Horsham District Council.

25.42 **Website and Email addresses:** The revisions to the National Association of Local Councils Practitioners' Guide for the Annual Governance and Accountability Return (AGAR) for 2025/26 were noted and it was agreed to investigate options with regards to creating new email addresses and a new website

Action: Clerk to investigate options for new email addresses and a a new website and report back to the next meeting.

25.43 Community matters

25.43.1 **25.43.1: Assets of Community Value:** It was agreed that CA21/04 Wiston Meeting Place should be reregistered as an Asset of Community Value but that there was no significant public benefit in continuing the registrations of the following features: CA21/02 Wiston Cricket Field, CA21/03 Wiston Recreation Ground.

Action: Clerk to proceed with the reregistration process for CA21/04 Wiston Meeting Place

25.43.2: **Joint parishes climate action group:** It was agreed not to join this group on the basis that the Parish Council does not own any property on which to apply any actions agreed.

Action: Clerk to write to the Joint parishes climate action group informing them of the decision.

25.44 **Information Items:** Cllr Goring reported that there had been a continuous water leak all

summer from what appeared to be a Southern Water manhole cover at Stocks Hill, near the water fountain. Southern Water had disregarded his report, saying that it is a natural spring but Cllr Goring considered this to be an unlikely explanation.

Action: Clerk to report the suspected leak to Southern Water

25.19 Future meeting dates

The following meeting dates were agreed:

- Wednesday 18th March 2026 (previously agreed)
- Wednesday 6th May (to coincide with the Annual Meeting)
- Wednesday 16th September
- Wednesday 18th November
- Wednesday 17th March 2027

The meeting closed at: 18.55

Signed:..... Date:
Chairman.