



# 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, 7th May 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:** -

- 25.1**      **To consider accepting apologies for absence.** Apologies were accepted from Cllr. Marshall (WSCC) [after the meeting Cllr Circus (Horsham DC), Cllr Manton (Horsham DC) were found have sent their apologies].
- 25.2**      **To record declarations of interest from Members in any item to be discussed:** None were made.
- 25.3**      **To Approve the Minutes of the Full Parish Council Meeting of 12th March 2025:**  
The minutes were approved without alteration and duly signed by the Chair.
- 25.5**      **To receive reports from County and District Councillors:** There were no County or District Councillors present.
- 25.6**      **Highways and Footpaths:** It was noted that the SID in Hole Street was functioning correctly, although some concern remained about whether sufficient sunlight was reaching the solar panels.  
  
The issue of the ploughed footpath connecting Buncton Chapel, Buncton Manor Farm and Spithandle Lane was raised. It was also noted that periodically an electric fence had been erected across it.

Action: Clerk to write to Simon Kilham, reminding him of his obligation to keep the Right of Way accessible for the public.

25.7

#### Planning matters.

DC/23/1202 Coombewick House / Mobile home: It was noted that the mobil home was still in place, despite the application having been rejected by the District Council.

Action: Clerk to write to Horsham District Council, asking for clarification on the mobile home.

25.8

#### Finance

**25.8.1 Approved payments:** The expenditure detailed below was approved:

Balance b fwd	£9,418
Total receipts	£2,400
Total payments	£1,522
Balance per bank statement 30/04/24	£10,296
Prepared by	M Thomas
Approved by	

Date	Payee	Amount
11 March	ElanCity	498.37
25 March	Litter pick	57.12
26 March	HMRC - PAYE	52.03
31 March	Clerk pay	207.70
2 April	Bank charges	5
13 April	Wilbar Associates	120
21 April	Mulberry Ltd (Audit)	214.5
30 April	HMRC - PAYE	51.8
30 April	Litter pick	57.12
30 April	Clerk pay	207.9
30 April	Mr M J Thomas - restore noticeboard	49.98
	TOTAL	<b>£1521.52</b>

**25.8.2. Bank Statements:** The two bank statements issued since January/February were agreed and duly signed by the Chair.

**25.9. To review the Annual Audit Report by Mulberry Local Authority Services Ltd.**  
The report was noted.

**25.10 Annual Governance and Accountability Return - Section 1**

The Annual Governance Statement 2024/25 was discussed, approved and signed by the Chairman and the Clerk.

**25.11 Annual Governance and Accountability Return - Section 2**

Section 2 of the AGAR (Accounting Statements) was discussed, approved and signed by the Chairman.

**25.12 Annual Governance and Accountability Return - Certificate of Exemption**

The Certificate of Exemption was discussed, approved and signed by the Chairman.

**25.13 Review and adopt Standing Orders for 2025**

The revised Standing Orders were agreed unanimously.

**25.14 Review and adopt Financial Regulations 2025**

The revised Financial Regulations were agreed unanimously.

**25.15 Review Members' Registers of Interest**

Councillors duly updated their review forms as required.

**25.16 Community matters**

It was agreed that the Clerk should gauge interest from Wiston residents before inviting the Sussex Police Rural Crime Team to visit.

**ACTION:** Clerk to include the proposal in the next E-Newsletter

**25.17 Correspondence**

Visit by Andrew Griffith MP: It was agreed that it would not be appropriate for Andrew Griffith to visit at this time.

**ACTION:** Clerk to inform Teresa Beacher, secretary to Andrew Griffith.

#### **25.18 Information items.**

Councillor Garner briefly summarised the mooted changes to local government in Sussex, which included the establishment of a Mayor of Sussex, the discontinuation of District Councils and the possible amalgamation of some Parish Councils, with those remaining being given increased powers. The proposed timescale for the changes were elections in May 2027 with completion in May 2028.

Concerns were raised about the potential loss of a local voice in local government decision making and it was agreed that Cllr Garner should draft a response to the consultation, for circulation to Councillors

**ACTION:** Cllr Garner to draft a response to the consultation and circulate to Councillors for comment.

Councillor Page was congratulated for his organisation of the very successful VE Day celebrations earlier in the week.

#### **25.19 Future meeting dates**

The following dates were agreed for Full Council meetings:

Wednesday 9th July 2025,  
Wednesday 17th September 2025,  
Wednesday 19th November 2025,  
Wednesday 18th March 2026,  
Wednesday 6th May 2026.

The meeting closed at: 19.00

**Signed:..... Date:**  
**Chairman.**