



**EASEBOURNE PARISH COUNCIL**  
**Minutes of Parish Council Meeting**  
**held at 7.00pm on Wednesday 8<sup>th</sup> November 2023**  
**held at Easebourne CE Primary School**

**Councillors Present:** M. Noble – chairman (MN), C. Sanderson (CS), I. Milne (IM), D.Pack (DP), J.Macdonald-Lawson (JML), T. Baker (TB), J.Galego (JG).

**In attendance:** Parish Clerk E Tremaine (ET), F. Hobbs (FH), F. Davies (FD), Jim Summers (JS).

1. **Visitors questions:** FD visited on behalf of Friends of Easebourne Parish (FrEP) to raise the following points
  - a) Will there be extra allotments with the new developments? MN responded that allotments have not been included in the planning applications but suggested that he can ask the question to the developers (Metis). FH suggested speaking to Cowdray, FD said they are already looking at their allotments and remapping etc.  
**ACTION – MN to contact Metis and ask about allotments.**
  - b) The memorial garden near Riverbank Medical Centre has been very neglected and could be a community project. Graham Pooley of Midhurst Green Volunteers (MGV) has investigated but the NHS trust responsible have suggested that there onerous obligations for taking it on (trustees would be liable etc). FD put forward that the Parish Council could take it on and then get Frep or MGV in to take care of it. He also suggested part of this could be allotments and that MIND could be interested in using the space too. TB said it is very close to the building so he wonders whether they will not allow anyone take it on as they are concerned about the future of said building. MN suggested speaking to Graham and taking forward from there, IM volunteered. **ACTION - IM will get contact details from Graham and look into it.**
  - c) FD also raised that he feels that crossing the road at Wheelbarrow Castle is unsafe for school children – MN said that a crossing has been campaigned for several times but turned down on the grounds that the road is too narrow and concerns about visibility at the brow of the hill. However MN thinks that something could be done once there is a TRO in place (ongoing) as the rules for a 20mph road could be different. FH suggested traffic calming measures such as speed bumps etc. MN repeated that once the TRO goes through, there is potential to tack something on to that.
2. **Report from District Councillor:** FH and IM attended KEV meeting, they are likely to build out from the original plans. There has also been a flooding issue there with the recent heavy rainfall. Work has started at the local sites. Adam at Metis has been good with engaging and it is essential to maintain this. No complaints about the work at Conifers so far. When Egmont Road was resurfaced they have tarmacked over some grates which is not ideal. TB said that this can be because they haven't said they were coming, and FH commented that better comms on this sort of thing would be good.
3. **Report from County Councillor:** not present and no report received.

4. **Apologies for Absence:** E. Roberts Grimsey for personal reasons.
5. **Declarations of interests in any matters on agenda:** None
6. **PEG Presentation** – presented by JS, see appendix. There was a short discussion and it was agreed that the PC should be contributing to this, the details to be confirmed. Greenheal needs to register as a charity first. FH reiterated that it is important to feed back with communities to make sure that people are on board. JG suggested that the presentation should also be made public at the annual meeting to keep parishioners in the loop. JS commented that will be next steps once the group is established. **ACTION – ET to confirm how many households are within Easebourne to calculate contribution on a £1 per house basis.**

FH, FD & JS left.

7. **Confirmation of minutes of meeting and review of actions:** Minutes of the meeting held on 13<sup>th</sup> September 2023 were proposed as a true record and signed by the Vice Chairman.
  - a) **Carryover Action – new Arnold Baker & Good Councillor Guide – not seen, ET to check.**
  - b) JG check Egmont Road bus shelter which has a piece of wood that has come away – resolved, JG removed it, was leftover from construction.
  - c) ET checked MAC contributions – Sharon (previous Clerk) said that no payments have ever been made to them.
  - d) All other actions complete
8. **Chairman's Report – MN** said that FrEP have done the planters and they look excellent. JML added that she and a member of FrEP went out and bought plants, final planting to be completed on Friday. A planter group has been formed to take care of them. Henley TRO has gone through to the next stage, going forward for public and legal consultation. A potential new Councillor has been found but was unable to attend this evening, she is keen to help with Highways panel. MN suggested that she can be co-opted to the highways panel and then come to the next Council meeting in January to be put forward as a Councillor. Communication has been received from a concerned resident on Easebourne Lane re speeding, could look into a smiley face sign rather than a fixed vas – she could start looking at that kind of thing. JML proposed to co – opt the potential Councillor to highways committee if she would like to join and TB seconded. MN also thanked ET for taking on and getting to grips with the clerk role quickly.
9. **Correspondence and invitations received:**
  - a) SDNPA Planning Meeting 9/11/23
  - b) SDNPA Local Plan Review 7/12/23 – CS and Neil Sore to attend.
  - c) Midhurst Community Forum 22/11/23 – JG to attend.
10. **Minutes and Reports from the Committees, Working Parties and External Meetings:**
  - a) Communications & Environment Committee (Communications {Volunteering and Staffing}, Easebourne Park, Highways, Footpaths and Emergencies and Winter Planning): See minutes of 4<sup>th</sup> October 2023 (appendix one).
    - i. JML raised that they have the quote for the finger posts from Wests - £1699 inc vat. The application process for the license has been difficult. There is a non-refundable fee for the license of £338.80. MN said money is available from the grant pot for this. **ACTION - JML to follow up getting**

**an invoice for the fee.** She also said that when asked why a sign was needed at the bottom of Easebourne St she replied about the number of signs at the shop and as a result an obstruction of the highways case has been raised. IM commented that a light touch is required as the shop is a community asset.

- ii. Easebourne Park – IM is speaking to SSE about the connections for the kiosk, once the application is accepted they will do a survey and so should have costs by the end of the month. The WC has won a Platinum Loo Award and Natsol are going to make a plaque to celebrate this.
  - iii. Cowdray Gold Cup – IM met with the Polo team to discuss improvements to the entry process next year, ticket checking will be on foot after parking to prevent the queues.
  - iv. New defibrillator will cost £1930, with a £1000 contribution from DP and £200 from the Church there is a shortfall of £730. This could be reduced by removing the theft insurance which would reduce by £250. This was discussed and the Parish Council felt that it was inappropriate to remove. Proposal to pay the shortfall of £730 made by MN, seconded by CS. DP was thanked for his generous contribution.
  - v. JG pointed out there were some details missing from the website such as winter management, meeting dates (ET explained that this was an error on her part and will amend) and picnic dates. MN suggested that people have a look at the website and identify any issues. JG also suggested that the photos need to be updated.
  - vi. JG attended a SALC meeting last week, there is a video to recruit councillors that we could use on the website. The police were also there and were talking about dealing with small crime with community payback. IM commented that this is already taking place, the teenagers that damaged the loo door are going to help with tree planting.
  - vii. The supplier has asked if the crowns on the recently repainted defibrillator box should be painted gold? It was agreed that they should.
- b) Finance Committee: See minutes of 4<sup>th</sup> October & 1<sup>st</sup> November 2023 (appendix two).
- i. 2024/25 budget – put forward by the finance committee, works out at a 5% increase. The amount going into reserves has been reduced as the reserves are comfortable. Proposed by TB, second IM. This was then put to a vote and all were in favour.
  - ii. Opening of a Just Giving Account – TB suggested this instead of putting a donation box on the loo, using a QR code to create a sign. JG questioned whether this is a usual thing to do, IM commented that we have seen collection boxes elsewhere but they are not safe from theft. The fees would be minimal. Will pick up making a sign another time. Agreed to open the account – proposed by JG, seconded by JML. **ACTION- ET to set up.**
- c) Planning Committee (King Edward VII Liaison): See agenda item 11.
- d) Parishes Environment Group: see agenda item 6.

## 11. Planning

- a) **Parish Priorities Statement** – CS gave an update on progress. Neil Sore has assisted in looking at the data from the PDS as to whether it can be used to create the PPS. CS spoke with Clare Tester at SDNPA and she said they are no longer looking at PDS. The Planning Committee has taken the view that the data from the

PDS can be used to create the PPS and CS has confirmed this with Clare Tester. The data contained was put out to consultation and once it was adopted the SDNPA put it out so the information is well backed. The template has been completed by CS and NS and sent to the planning committee. CS feels that this is almost completed, at the next planning meeting the committee will decide what the three major reflections should be. The document will then be put out on the notice boards and website then when it is accepted the SDNPA will also consult on it. CS also said he will be attending the Local Plan Review at SDNPA in December as he thinks that we are going to have to produce a new plan soon. CS asked whether we should commit to putting the PPS forward before the meeting or wait until after. MN asked when the deadline is and CS said it is quite vague but was told Christmas. Proposal to put the PPS forward after the next planning meeting – proposed by CS, seconded by IM. A vote was taken and all were in favour.

**b) Planning Applications –**

<b>Number</b>	<b>Address</b>	<b>Detail</b>	<b>Easebourne PC Consultee Comments</b>
SDNP/23/03710/TPO	Land North of 9 Hurst Park Easebourne West Sussex	Crown lift by up to 6m (above ground level) and reduce lower branches by 2m on 1 no. Quercus robur tree (T18). Crown lift by up to 5m (above ground level) on 1 no. Quercus robur tree (T19). Crown lift by up to 2m (above ground level) on 1 no Salix caprea tree (T20). All subject to EB/03/00415/TPO.	The Parish Council is resolved to make no objection provided that the Tree Officer considers that the action is appropriate.
SDNP/23/03244/HOUS	4 Cowdray Road Easebourne Midhurst West Sussex GU29 9BQ	Construction of porch on front elevation and rear extension.	The Parish Council is resolved to make no objection but would like to draw attention to the Dark Skies policy within the National Park.
SDNP/23/03993/TPO	Thistledown Dodsley Grove Easebourne West Sussex GU29 9AB	Crown lift by up to 6m (above ground level) on southern sector, reduce lowest over extended 1 no. limb on southern sector back to secondary growth on 1 no. Horse Chestnut tree (T1). Crown lift by up to 7m (mainly on one low leaning limb) on southern sector and reduce south sector back to previous pruning points on 1 no. Oak tree (T2). Crown lift by up	The Parish Council is resolved to make no objection provided that the Tree Officer considers this action appropriate.

		to 7m (1 no. small limb only on south sector) and reduce south sector by 1.5m to secondary growth points on 1 no. Horse Chestnut tree (T3). All within Group, G1 subject to EB/78/00406/TPO.	
SDNP/23/04311/LIS	74 Henley Old Road Henley Easebourne West Sussex GU27 3HQ	Single storey side extension. Repair and conservation works, external and internal alterations. Removal of existing drainage system, rebuilding of existing shed and associated landscape works.	The Parish Council is resolved to make no objection.
SDNP/23/04282/NMA	11 Hurst Park Easebourne West Sussex GU29 0BP	Non-material amendment to Planning Permission SDNP/21/05447/HOUS for amendments to garden design including changes to position of retaining wall and steps, removal of terrace on north boundary and alterations to level of terrace and path.	The Parish Council is resolved to make no objection.
SDNP/23/04111/LDP	11 Hurst Park Easebourne West Sussex GU29 0BP	Proposed lawful development - ancillary Shepherd Hut.	The Parish Council is resolved to make no objection.
SDNP/23/04069/TCA	Lowerfield House Easebourne Street Easebourne Midhurst West Sussex GU29 0AL	Notification of intention to fell 1 no. Silver Birch tree (T1) and 1 no. Cherry tree (T2 ).	The Parish Council is resolved to object to the proposal on the grounds that they would encourage preservation of all trees with maintenance where possible. The Parish Council believes that the information provided in the application was insufficient to explain the reasoning behind

			felling healthy trees.
SDNP/23/04487/TCA	Ramshill Easebourne Street Easebourne Midhurst West Sussex GU29 OBE	Notification of intention to reduce height by 3m and spread by 6m on 1 no. Liquidambar tree. Reduce height by 3m and spread by 8m on 1 no. Beech tree and reduce height by 3m and spread by 7m on 1 no. Norway maple tree.	The Parish Council is resolved to make no objection provided that the Tree Officer considers the action to be appropriate.

**12. Review of Documents – Financial Regulations Policy** – note that the Finance Committee has already reviewed the policy with no updates or changes. Nothing further to add.

**13. Potential New Councillor** – not in attendance, hopefully will be available for the next meeting in January.

**14. Dates for Next Meetings:**

06/12/2023	6.00pm	Community & Environment
06/12/2023	7.00pm	Finance
06/12/2023	7.30pm	Planning
03/01/2023	7.00pm	Finance
03/01/2023	7.30pm	Planning
10/01/2023	7.00pm	Easebourne Parish Council

The meeting closed at 8.40pm

Signed..... Date.....  
Mike Noble – Chairman

**Easebourne Parish Council  
Community & Environment Committee  
Minutes of a Meeting Held at  
6.00pm on Wednesday 4<sup>th</sup> October 2023  
At Easebourne CE Primary School**

**Present** – Mike Noble (MN) – chairman, J Macdonald-Lawson (JML), D Pack (DP), I Milne (IM)

**In attendance** – E Tremaine (ET) – Parish Clerk

- 1. Public Question Time** – No members of the public were present.
- 2. Apologies and Reasons for Absence** – E Roberts-Grimsey for personal reasons.
- 3. Code of Conduct**
  - a. No declarations of interest
  - b. No dispensation requests
- 4. Minutes of Last Meeting** – the minutes of the meeting held on Wednesday 2<sup>nd</sup> August were agreed as a correct record and signed. Proposed by IM, seconded by DP.
  - a. Tom Richardson attended the meeting on Wednesday 13<sup>th</sup> September and addressed the highways issues that MN was pursuing (see minutes).
  - b. Easebourne Street culvert – ET reported that there is a notification on one network website that the road will be closed to attend to this later in the year.
  - c. Owl box – IM has some options for review as reported at the meeting on Wednesday 13<sup>th</sup> September (see minutes).
  - d. All other actions completed without need for comment or will be addressed as part of the agenda for this meeting.
- 5. Verbal/Written Panel & Project Group Reports –**
  - a. **Communications (Volunteers and Staffing)** – MN noted that things are relatively quiet at the moment so there has not been a lot to put on the website. Following a short discussion, it was resolved that MN and JML will meet to confirm who is doing what for Communications. MN also mentioned that there is a potential new Councillor who will attend November's full council meeting.
  - b. **Easebourne Park**
    - i. Following the ROSPA report in which rotting timbers were mentioned, Lawrence from Wildwood has quoted to do a complete survey and remedial works. The survey will be £300+VAT. IM to request permission via email from CS.
    - ii. Police have been in touch asking to review CCTV footage following an incident in which 3 youths chased some others with a knife. The footage showed said youths climbing on the roundhouse and then chasing a group of girls as reported. The police will use this as evidence.
    - iii. The erosion of the steps is to be fixed by fitting a drain in the next 2 weeks at a cost of £650+VAT. The contractor will also check the ramp to the roundhouse following reports that it is uneven and the front of the toilets.
    - iv. One toilet has now closed for winter with the other set to close at the end of the month. However there has been community feedback received asking for them to be kept open. The costs have been calculated and this would be £1679 over budget. JML suggested that they could just be open at the weekend. IM responded to say that Wottons may not accept just a

weekend contract and that they will also not open or close in the dark. If the toilets are to be kept open IM proposed that he can keep an eye on the levels of waste with the laser and use that as a measure of usage to assess worth. Whatever is decided will need a proposal to full council. JML relayed her experience of Parish run toilets in Cornwall and suggested an honesty box for donations however there were concerns about vandalism/theft.

**ACTION – IM to speak to Wettons for a quote to open and close at weekends only between November and February.**

- c. **Emergencies and Winter Planning** – Councillor Jose Galego has been dealing with this.

**ACTION – ET to chase JG for an update on the Winter Plan.**

- d. **Footpaths**

- i. Footpath crossing A286 – JML has been speaking with Frank of FrEP and ROW officers with regard to this footpath crossing. Frank has assessed that the original footpath could be re-instated with steps and the Senior ROW official feels that the gradient is significant. They need to work out who the land belongs to and speak to them. JML reinforced that the crossing is very dangerous as visibility is poor and would be exceptionally dangerous for anyone who is hard of hearing.

**ACTION – JML to continue liaising with Frank (FrEP) and ROW Officials.**

- ii. The previous point then lead to a discussion around speed on the A286 through the parish. MN suggested that Tom Richardson (WSCC) is contacted regarding the 60mph stretch because if the Henley proposal goes through it would make sense to also reduce the limit here as others around it will be reduced to 40mph.

**ACTION – DP to contact Tom Richardson about speed on the A286.**

- e. **Highways** - DP raised that he has been asked to suggest that traffic islands could be put in at the end of Hollist Lane to mirror that end of Wheelbarrow Castle, to stop people from cutting the corner. A discussion took place and it was resolved that the road is too narrow there and so this would not be practical. JML reported that licenses have been requested for the Pointer signs.

**ACTION – JML to chase Highways about licenses for pointers.**

- f. **Parishes Environment Group** – ERG sent around an email update and there is nothing more to add.

- 6. **Planter Maintenance** – JML raised that the planters are looking messy again. When this was previously discussed the plan was to leave them until the Spring but they may need a tidy up in the meantime. She also suggested getting a group of volunteers or perhaps FrEP to help with maintenance. DP also suggested the Easebourne Garden Society. IM volunteered to speak to both.

**ACTION – IM to raise at FrEP AGM and speak to the Garden Society.**

**ACTION – JML will go and assess the state of the planters properly.**



7. **Proposals to Full Council** – none.
8. **Matters of Report** – DP has received a report of bins being left on the path and restricting access on Lutener Road. IM suggested putting a note through the doors on that road however MN believes that this is a civil matter rather than a council one.

**ACTION – ET to email CDC to report the complaint to the waste department.**

IM reported that the defibrillator phone box is being repainted this week as it is looking tired.

9. **Date of Next Meeting** – 6.00pm Wednesday 6<sup>th</sup> December

**Meeting Closed at 7.02pm**

## Appendix Two

**Easebourne Parish Council  
Finance Committee  
Minutes of Meeting held at  
7.00pm on Wednesday 1<sup>st</sup> November 2023  
At Easebourne CE Primary School**

**Present** – C Sanderson (CS) – Chairman, Mike Noble (MN), D Pack (DP), T Baker (TB)

**In attendance** – E Tremaine (ET) – Parish Clerk

1. **Public Question Time** – no members of the public in attendance.
2. **Apologies and Reasons for Absence** - J Macdonald-Lawson and E Roberts Grimsey for personal reasons.
3. **Code of Conduct**
  - a) No declarations of interest
  - b) No dispensation requests
4. **Minutes of Last Meeting** – the minutes of the meeting held on Wednesday 4<sup>th</sup> October 2023 were agreed as a correct record and signed. Proposed by MN, seconded by DP.
5. **Finance Report Review**
  - a) Report on Previous Month Spend, Cash Flow and Spend Approvals. Payments for the month were approved as follows:

Payee	Detail	Amount
Sharon Hurr	Parish Phone - September	£ 18.75
Clerk	Salary - October	UNDISCLOSED
WSCC	Clerk Pension - October	UNDISCLOSED
HMRC	Tax - October	UNDISCLOSED
Clerk	Parish Office - October	UNDISCLOSED
IONOS	Invoice 20303831350 - Direct Debit	£ 18.72
Wettons	Invoice 153535 - toilet maintenance	£ 614.54
Mike Noble	Reimbursement for phone purchase	£ 112.56
David Pack	Reimbursement for flowers	£ 25.00
FrEP	Contribution to Christmas Lunch	£ 100.00
Playsafety Ltd	Invoice 75298 - William Burkinshaw Training	£ 354.00
Hooli Ltd	Invoice 16293 - email assistance	£ 27.00
FrEP	Plants & Compost for Planters	£ 245.77

- b) Income Review and Opportunities (Grants, Events and Community Interest Levy) - nothing to review
  - c) Asset Register – no changes
  - d) Bank Balances -
    - i. Community Account – £74,068.87
    - ii. Reserves Account – £44,286.49
    - iii. Grants Account - £57,828.21
6. **Forecast Spend**
  - a) Sub Committee/Working Parties forecasts (including Requests for Funding) - none
  - b) Review Requests for Grants/Funding and Actions - none

7. **Review of Financial Regulations Policy** – it was agreed that the policy is currently up to date.
8. **Draft 2024/25 Budget** – has been drafted in anticipation of increased costs. Some uncertainty to be concerned about however reserves are comfortable should there be a shock increase. It was agreed that the budget is acceptable and should be taken forward to the Full Council meeting next week, proposed by TB, seconded by MN.
9. **Proposals to Parish Council** –
  - a) Review of policy (see item 7)
  - b) Draft budget (see item 8)
  - c) Opening of a Just Giving account for park donations. TB has looked into this and would like to take forward.
10. **Date of Next Meeting** – 7.00pm Wednesday 6<sup>th</sup> December 2023

**Meeting Closed at 7.22pm**

**Easebourne Parish Council  
Finance Committee  
Minutes of Meeting held at  
7.00pm on Wednesday 4<sup>th</sup> October 2023  
At Easebourne CE Primary School**

**Present** – C Sanderson (CS) – Chairman, Mike Noble (MN), D Pack (DP) and J Macdonald-Lawson (JML)

**In attendance** – E Tremaine (ET) – Parish Clerk

11. **Public Question Time** – no members of the public in attendance.
12. **Apologies and Reasons for Absence** – T Baker and E Roberts-Grimsey for personal reasons.
13. **Code of Conduct**
  - a) No declarations of interest
  - b) No dispensation requests
14. **Minutes of Last Meeting** – the minutes of the last meeting held on Wednesday 6<sup>th</sup> September 2023 were agreed as a correct record and signed. Proposed by MN, seconded by DP.
15. **Finance Report Review**
  - e) Report on Previous Month Spend, Cash Flow and Spend Approvals
    - i. Authorisation of Payments was agreed and signed as follows:

Payee	Detail	Amount
Sharon Hurr	Parish Phone - September	£ 18.75
Sharon Hurr	2.5 hrs banking support/handover	UNDISCLOSED
Clerk	Salary - September	UNDISCLOSED
HMRC	Tax - September	UNDISCLOSED
Clerk	Parish Office - September	UNDISCLOSED
IONOS	Invoice - 203038346417 Direct Debit	£ 18.72
Ian Milne	Reimbursement for tree stakes	£ 40.99
Moore East Midlands	Invoice 17339/979 - Auditor Fees	£ 378.00
Wettons	Invoice 153118 - toilet maintenance	£ 614.54
Pro -Tec	Invoice 1431 - security	£ 234.00
Mike Noble	Reimbursement for notice boards	£ 35.67

Mike Noble	Reimbursement for Sharon's gift	£ 97.75
Mike Noble	Reimbursement for ice creams at picnic	£ 16.50
Mike Noble	Chairman's Honourarium (second half)	£ 60.00
David Pack	Reimbursement for flowers	£ 25.00
Rialtas	Invoice 30985 - training	£ 300.00
RBL Poppy Appeal	1x wreath & 10x event poppies	£ 50.00
Pro -Tec	Invoice 1522 - security	£ 234.00
Greenscape Services	Invoice 285 - grass cutting	£ 720.00
Easebourne School	Contribution to car park maintenance	£ 500.00
St Mary's Church	Burial ground grant	£ 1,650.00
<b>TOTAL PAYMENTS</b>		<b>£ 6,135.55</b>

- f) Income Review and Opportunities (Grants, Events and Community Interest Levy)
  - i. Second tranche of precept received at £35,664.50 on 15<sup>th</sup> September.
- g) Asset Register – no changes
- h) Bank Account Balances as at 30<sup>th</sup> September 2023 –
  - i. Community Account - £80,424.42
  - ii. Reserve Account - £57,828.21
  - iii. Grants Account - £44,286.49

#### 16. Forecast Spend

- c) Sub Committee/Working Parties forecasts (including Requests for Funding) – no requests received.
- d) Review Requests for Grants/Funding and Actions
  - i. 4Sight Grant Request – approved at full amount requested - £250. Proposed by CS, seconded by JML.
  - ii. Easebourne School PTFA Grant Request – approved at full amount requested - £250. Proposed by MN, seconded by JML.
- e) It was noted that the budget for the next financial year (24/25) is currently being drafted and will be circulated in due course.

#### 17. Review of Policy

- a) There was a discussion regarding the section of the Financial Regulations Policy relating to the requirement to obtain 3 quotes for urgent works and using preferred contractors. CS explained that this part of the policy can present a challenge when urgent works are required e.g. the steps at the park being worn away by heavy rain creating a health and safety issue. MN said that previous experiences denote that the same suppliers are usually used as they have the best quote each time and the standard of work is known and that it would be unreasonable to keep asking the same companies to provide quotes. MN also suggested that while preferred contractors could be used for small jobs and urgent repairs, 3 quotes will need to be sought for projects. ET read out the wording of the policy and it was resolved that this is flexible enough to allow use of preferred suppliers without the requirement to obtain 3 quotes in urgent and small job situations as it would not be considered “reasonable and practicable” to delay. CS suggested and it was agreed that the Finance Committee will familiarise with the policy and then review at the next Finance Meeting with a view to make this policy the next for review at November’s full council meeting.

**18. Proposals to Parish Council – none.**

**19. Date of Next Meeting – 7.00pm Wednesday 1<sup>st</sup> November 2023**

**Meeting Closed at 7.31pm.**