



EASEBOURNE PARISH COUNCIL
Minutes of Parish Council Meeting
held at 7.00pm on Wednesday 13th May 2026
at Easebourne CE Primary School

Councillors Present: M Noble (MN) – chairman, C Sanderson (CS), D Pack (DP), D Kilty (DK), I Milne (IM), J Macdonald-Lawson (JML) & A Dodwell (AD).

In attendance: Parish Clerk - E Tremaine (ET), Francis Hobbs (FH).

1. **Election of Chairman** – MN was elected as Chairman. Proposed by IM, seconded MN. There was a subsequent discussion about processes for standing for election and specifying a maximum length of term. These will be discussed again when the Standing Orders are next reviewed.
2. **Appointment of Vice Chairman** – CS was elected as Vice-Chairman. Proposed by JML, seconded by IM.
3. **Appointment to Committees** – proposed en bloc by JML, seconded by DP.
 - a) Finance Committee – CS, MN, JML, DP, DK, TB
 - b) Planning Committee – CS, MN, JML, DP, DK, TB
 - c) Community & Environment Committee – IM, JML, DK, DP, MN, FD
 - d) Communications & Staffing Panel – JML, MN, IM
 - e) Easebourne Park – IM, TB, MN, CS
 - f) Highways – MN, DP, AD
 - g) Winter Maintenance – DP
4. **Visitors questions:** no questions.
5. **Report from District Councillor:**
 - a) Local Government Reorganisation – new consultation with additional options from the Government has now been opened, encouraged to submit views.
 - b) Tom Richardson re-elected as County Councillor.
 - c) DP asked about the roll out of the food collections, mixed reviews.

FH left the meeting.

6. **Report from County Councillor:** Apologies received.
7. **Apologies for Absence:** T Baker (TB)
8. **Declarations of interests in any matters on agenda:** None.
9. **Confirmation of minutes of meeting and review of actions:** Minutes of the meeting held on Wednesday 11th March 2026 were proposed as a true record and signed by the Chairman. Proposed by DP, seconded by CS.
 - a) **DK & TB to complete matrix and send Risk Management Policy to ET to publish – carry over – DK to send over asap.**
 - b) IM to instruct ACS to complete works on park steps – done but ACS have yet to complete the work.
10. **Chairman's Report:**
 - a) Village meeting next Thursday. Roger Morgan-Greville will speak. There will be info around the room regarding the Hub and the SDNPA Local Plan Review.
 - b) Local Plan Review – agreed to hold a public meeting to formulate response – delegated to planning committee. DK noted that in this version of the Local Plan Easebourne and Midhurst have been combined and are only looking at a the

village itself rather than the whole settlement. **DK will put together a draft letter to object to this – ACTION.**

- c) Parish Magazine donation – gone to PTA, FREP & another Local Charity selected by the Church.
- d) The Angel – some ongoing activity, Midhurst Vision are still driving progress.
- e) MN has met a potential Councillor who will hopefully join.
- f) Fete planning underway – Sunday 5th July 11.30-3.30.
- g) Local Government Reorganisation – as noted above. **DK will draft a Council response for review - ACTION.**

11. Correspondence and invitations received:

- a) Midhurst Community Forum – Weds 20th May 10am – Memorial Hall – JML to attend.
- b) SDNPA Planning Committee – Thurs 14th May 10am – South Downs Centre & online
- c) CDALC AGM – Tuesday 19th May 7pm - Boxgrove Village Hall – send apologies.
- d) CDC All Parishes Meeting – Monday 12th October - online

12. Approval of Annual Governance Statement – confirmed Councillors have read the statement and signed off – proposed by DP, seconded by DK.

13. Approval of Accounting Statement – confirmed Councillors have read the statements and signed off, proposed by IM and seconded by DK.

- a) There was an additional question regarding the asset register which will be provided to the Finance Committee for review at the next meeting.

14. Community Hub Project

- a) WSCC will undertake the roof repairs
- b) Planning still outstanding, now extended as there are some queries from the Planning Officer. Chris (Project Manager) has drafted a response which the team is reviewing.
- c) Website – **IM to send information to AD to get started – ACTION.**
- d) Grant funding – most still on hold until planning application is determined. Lord Cowdray has visited, awaiting to see if there is any support available from him/the Estate.

15. 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 1st April 2026.
 - i. Park – ROSPA inspection in June.
 - ii. Right hand loo hand sanitizer stolen, being replaced by Wettons.
 - iii. Footpaths – inspections carried out. Require another footpath warden – **JML will draft something for the website – ACTION.**
 - iv. Thanks to FREP for the leaflet drop. Need to be more organised with how many houses on each street etc. **ET to contact CDC for electoral roll – ACTION.**
 - v. Wheelbarrow Castle TRO being reviewed again, result pending. Conversations ongoing with Conifers.
 - vi. A286 proposal still moving, next stage could be design for traffic calming measures.
 - vii. TRO for King’s drive accepted for assessment.
- b) Finance Committee: See minutes of 1st April & 6th May 2026.
- c) GreenHEAL
 - i. Second fruit tree project complete – 46 trees distributed.
 - ii. First year end completed. In a solvent position.

- iii. Lots of collaborative meetings regarding future projects e.g. The West Sussex Rivers Trust. They would also potentially like to meet with the planning committee re ponds etc.
- iv. With ERG leaving, actively looking at recruiting more volunteers and trustees.
- v. Appeal for donations for a swift tower for the park is now live.

16. Planning

a) Planning Applications –

Number	Address	Description	Comments
SDNP/26/00898 /CND	King Edward VII Hospital Kings Drive Easebourne West Sussex GU29 0BL	Variation of Condition 1 (Approved Plans) for SDNP/18/05992/CND.	The PC is resolved to make no objection.
SDNP/26/01028 /HOUS	The Warren Dodsley Grove Easebourne GU29 9BE	Conversion of existing garage to home gym, play room, addition of shower room, two Velux windows to rear and insulation.	The PC is resolved to make no objection.
SDNP/26/00504 /HOUS	7 Kings Field Easebourne West Sussex GU29 0FJ	Convert attached carport/garage to a workroom.	The PC is resolved to make no objection.

17. Review of Documents –

- a) Councillor Recruitment Policy
 - i. Edit to any meeting rather than a full council meeting
- b) Grants & Donations Policy
 - i. Need to reword the total available to state that it will be determined each year when the Council budget is set.
 - ii. ET suggested adding a paragraph stating that if there are remaining funds after the October meeting, further applications may be assessed at the discretion of the Finance Committee – approved.
 - iii. There was a discussion as to whether to increase the £250 limit but this was rejected at the present time.
 - iv. Remove “but” from point 7

18. Dates for Next Meetings:

21/05/2026	7.00pm	Annual Village Meeting
03/06/2026	6.00pm	Community & Environment Committee
03/06/2026	7.00pm	Planning Committee
03/06/2026	To follow	Finance Committee
01/07/2026	7.00pm	Planning Committee
01/07/2026	To follow	Finance Committee
08/07/2026	7.00pm	Easebourne Parish Council Meeting

The meeting closed at 20.10.

Signed..... Date.....
Chairman