



EASEBOURNE PARISH COUNCIL
Minutes of Parish Council Meeting
held at 7.00pm on Wednesday 11th March 2026
at Easebourne CE Primary School

Councillors Present: M Noble (MN) – chairman, D Pack (DP), I Milne (IM), E Roberts-Grimsey (ERG), A Dodwell (AD) & T Baker (TB).

In attendance: Parish Clerk - E Tremaine (ET).

1. **Visitors questions:** no visitors.
2. **Report from District Councillor:**
 - a) The Angel – keeping the road open during any demolition or development is a priority. Pressure on to get a decision made from the options presented.
 - b) LGR – still not gone through Parliament. Elections will take place in May 26 for County Councillors. Assuming LGR hits its deadlines those Cllrs will only be in post for a year and then switch to a shadow role following Unitary Council elections. That Cllr could stand for election to the UC. If the 2 UC model goes ahead Council tax may rise due to increased costs, so FH is now in support of the single UC model.
 - c) Attended KEV with Andrew Griffith, discussed transparency around service charges. General perception that good progress has been made on various issues.
 - d) Community Hub Project – observed that there is a good line of communication now with SDNPA and will continue to advocate for the project at CDC.
 - e) CH206 – to be discussed at SDNPA planning meeting next Friday (20th March). The Upperfield residents have asked FH to attend which he will.
3. **Report from County Councillor:** Apologies received.
4. **Apologies for Absence:** C Sanderson, J Macdonald-Lawson & D Kilty for personal reasons.
5. **Declarations of interests in any matters on agenda:** None.
6. **Confirmation of minutes of meeting and review of actions:** Minutes of the meeting held on Wednesday 14th January 2026 were proposed as a true record and signed by the Chairman. Proposed by IM, seconded by ERG.
 - a) **DK & TB to complete matrix and send Risk Management Policy to ET to publish – carry over**
 - b) Report potholes in Henley – possible patching soon, monitor.
 - c) Complete and publish revised Standing Orders – complete
7. **Chairman’s Report:**
 - a) The Angel – various updates, still no solid answers.
 - b) Attended Easebourne Magazine AGM, asked for suggestions for recipients of excess funds, which has been done.
 - c) Possible new Councillor to be co-opted, MN is following up.
 - d) Town of culture bid being looked at for Midhurst and Easebourne.
8. **Correspondence and invitations received:**
 - a) SDNPA Planning Committee – Thurs 12th March 10am – Memorial Hall
 - b) CDC All Parishes Meeting – Monday 12th October 5pm - online
9. **Community Hub Project**

- a) DK and IM have been working on fundraising. CIL application ongoing. Lottery application underway but waiting for planning application result.
- b) Estimates received from Project Manager for the electrics and water, to be reviewed.
- c) Project Manager finalising the last documents for the planning application.
- d) Logo draft received from Hooli. They are also working on marketing materials.
- e) Lord Cowdray would like to visit the building, MN arranging with JR.

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 4th February 2026 (appendix one).
 - i. Village meeting approaching in May. Ideas invited for a speaker.
 - ii. Highways – MN chasing A272 TRO implementation. A286 no further progress at present, MN monitoring. Still trying to push on the Wheelbarrow Castle TRO.
 - iii. IM proposed a TRO for Kings Drive. Survey completed with 98% of 101 responses for a speed reduction to 40mph. Seeking PC support. IM will draft and EPC will submit. Proposed by IM, seconded by MN.
 - iv. Park – ACS have quoted to repair the erosion on the path for £835 + VAT. Bottom of the step has become a safety issue so IM will ask them to go ahead and do the steps asap.
 - v. Footpaths – the footpath at Winters Lane has now been re-sited. Thanks to Cowdray for completing the works.
- b) Finance Committee: See minutes of 4th February & 4th March 2026 (appendix two).
- c) GreenHEAL
 - i. Tree project – 41 orders for trees so far.
 - ii. Looking at more fundraising.
 - iii. Swift boxes – Paul Stevens running behind but should be up in time for the return of the swifts.

11. Planning

a) Planning Applications –

SDNP/25/05024 /LIS SDNP/25/05023 /FUL	112, 115, And 117 King Edward VII Apartments Kings Drive Easebourne West Sussex GU29 0EY	Repairs and refurbishment to the balcony of Apartment 117 and the external facade serving Apartments 112, 115 and 117 and associated internal works.	The Parish Council is resolved to make no objection.
SDNP/26/00723 /TPO	Long Meadows Hollist Lane Easebourne West Sussex GU29 9AD	Crown reduce by up to 3m (all round) on 1 no. Sycamore tree (T1). Crown reduce up to 3m (mid and upper) on 1 no. Yew tree (T2). Both subject to EB/91/00411/TPO.	The Parish Council is resolved to make no objection.

12. Review of Documents –

- a) Internal Controls (new) – adopted. Proposed MN, seconded by IM.
- b) IT (new) – AD to re-format and send to ET who will publish. Adopted – proposed DP, seconded IM.

13. Dates for Next Meetings:

01/04/2026	6.00pm	Community & Environment Committee
01/04/2026	7.00pm	Planning Committee
01/04/2026	To follow	Finance Committee
06/05/2026	7.00pm	Planning Committee
06/05/2026	To follow	Finance Committee
13/05/2026	7.00pm	Easebourne Parish Council Meeting

The meeting closed at 20.02.

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

Appendix One

**Easebourne Parish Council
Community & Environment Committee
Minutes of a Meeting Held at
6.00pm on Wednesday 4th February 2026
At Easebourne CE Primary School**

Present – M Noble (MN) - chairman, J Macdonald-Lawson (JML), D Pack (DP), I Milne (IM), F Davies (FD)

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 3rd December 2025 were agreed as a correct record and signed. Proposed by IM, seconded by DP.
 - a. JML to speak to shop about sign – complete, quote obtained.
 - b. ET to get quote for ecological survey – quote of £299 plus VAT. **It was resolved to proceed – ACTION ET.**
 - c. JML to speak to residents on Upperfield about flooding/drainage – the top of Dodsley Grove was repaired again recently, root cause is thought to be run off water from Upperfield. **JML still to speak to residents – CARRY OVER.**
 - d. Drains on Cowdray Road - complete
5. **Verbal/Written Panel & Project Group Reports** –
 - a. **Communications (Volunteers and Staffing)**
 - i. Councillor recruitment. **JML will write a piece for the magazine - ACTION.**
 - ii. Newsletter – postpone until Spring to allow time for hub updates.
 - iii. JML attended a webinar about Age Friendly Communication. Good feedback. Lots of interesting ideas.
 - b. **Community Hub Project**

- i. CDC have confirmed a grant of £9k and invited to apply again in the next round for a different specific spend.
 - ii. MN has submitted funding request to Cowdray.
 - iii. MN has also put together some info for Tim Slaney at SDNPA as he can possibly help support the lottery bid.
 - iv. DK helping IM with fundraising. Looking at specific sources at weekly meetings.
 - v. WSCC have notified that there has been water ingress which may require a full or partial roof repair.
 - vi. TB & MN met with Chris (project manager), he is going to bring in other contractors for advice and sense checking budget etc. Will also look at phasing options.
 - vii. Name – survey results favoured including “Hub”. JML raised concerns about clashing with Midhurst Community Hub. No solution reached, discussion postponed.
 - viii. Website – separate website to be set up under the domain of easebournehub.org. AD will put together.
 - c. **Easebourne Park**
 - i. Water damage to some of the pathways. IM obtaining quotes.
 - ii. Roundhouse repairs – gutters need attention – IM obtaining quotes. Social media and website post to be done soon with regard to the completed repairs.
 - iii. CCTV quote received to upgrade - £1980.30 + VAT. Following a discussion it was agreed to seek a broken down quote for specific items.
 - iv. IM will speak to Cowdray re hedgecutting along the edge of the allotment that is still to take place.
 - d. **Emergencies and Winter Planning**
 - i. Grit bin requests – received from residents for Egmont Road and Easebourne Street – following a discussion it was resolved to refuse these requests as the current grit bins are deemed sufficient for the area.
 - ii. Winter plan update – wait to see what comes back from WSCC re additional gritting.
 - e. **Footpaths**
 - f. **Highways**
 - i. TRO for the A272 approved.
 - ii. Conifers school signage and SIDS devices - MN speaking to contacts at Highways.
 - iii. CHS – MN has a call with Highways and scheme designers this week.
 - iv. VAS Maintenance – supplier has raised a case to look at if there is an issue. DP is also going to wash the algae off to see if inconsistency is a sensor problem.
 - v. Woolbeding Road Closure – MN has arranged for extra signs to be in place to reduce the number of people trying to access via Hollist Lane.
 - g. **Greenheal** – nothing much to add from last EPC meeting, fruit trees project underway. Energy forum was not particularly well attended but lessons learnt.
- 6. Proposals to Full Council** – none.
- 7. Matters of Report** – it was raised that the shop needs to be reimbursed for the electricity supply for the defib, they will supply an invoice.

8. **Date of Next Meeting** – 6.00pm Wednesday 8th April 2026.

Meeting Closed at 19.08.

Signed: _____ Date: _____
Chairman

Appendix Two

**Easebourne Parish Council
Finance Committee
Minutes of Meeting held at
Easebourne CE Primary School
On Wednesday 4th February 2026
Following on from Planning Meeting**

Present – M Noble (MN) - chairman, D Pack (DP), J Macdonald-Lawson (JML), D Kilty (DK).

In attendance – E Tremaine (ET) – Parish Clerk

1. **Public Question Time** – no members of the public in attendance.
2. **Apologies and Reasons for Absence** – C Sanderson & T Baker 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 7th January 2026 were agreed as a correct record and signed. Proposed by DK, seconded by DP.
 - a) Movement of balances – agreed to bring the balances of the HT Account and the HRBS Account up to the £120k FSCS limit. Proposed by DK, seconded by DP.
5. **Finance Report Review**
 - a) Report on Previous Month Spend, Cash Flow and Spend Approvals.
 - i. Payments for the month were approved as shown in the appendix.
 - b) Income Review and Opportunities (Grants, Events and Community Interest Levy) – none.
 - c) Bank Balances as at
 - i. Community Account – £36,982.95
 - ii. Reserves Account – £52,316.54
 - iii. Capital Projects Account - £81,443.52
 - iv. Hampshire Trust Account - £88,386.21
 - v. Hinkey & Rugby Account - £86,157.80
6. **Forecast Spend**
 - a) Sub Committee/Working Parties forecasts (including Requests for Funding) –
 - i. Quote approved for A boards for the shop £420 + VAT.
 - b) Watering Quote – approved - £758.
7. **Grant Applications** –
 - a) agreed to deviate from the policy and assess the 2 applications received as there are sufficient funds in the budget.
 - b) Chichester District Foodbank application approved - £250.
 - c) Tylers Trust application approved - £200.

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

9. **Date of Next Meeting** – Wednesday 4th March 2026 – to follow 7pm Planning Meeting.

Meeting Closed at 19.21

Signed: _____ Date: _____

Chairman

Appendix

Payee	Detail	Power	Amount
Clerk	Salary - January	LGA 1972 s.112	UNDISCLOSED
WSCC	Clerk Pension - January	LGA 1972 s.112	UNDISCLOSED
HMRC	Tax - January	LGA 1972 s.112	UNDISCLOSED
Clerk	Parish Office - January	LGA 1972 s.111	UNDISCLOSED
Clerk	Parish Phone - January	LGA 1972 s.111	£ 6.00
Wettons	Invoice 166587 - toilet maintenance	Public Health Act 1936 s.87	£ 708.60
Pro-Tec	Invoice 3181 - park security	Local Govt & Rating Act 1997 s.31	£ 233.36
Community Heartbeat Trust	Invoice 20760 - defib annual support	LGA 1972 s.137	£ 162.00
Easebourne CE School	Invoice EPS00058 - room hire	LGA 1972 s.111	£ 96.00
IONOS	Invoice 203053157282 - DD PAID	LGA 1972 s.111	£ 10.28
TOTAL PAYMENTS			£ 2,723.95

**Easebourne Parish Council
Finance Committee
Minutes of Meeting held at
Easebourne CE Primary School
On Wednesday 4th March 2026
Following on from Planning Meeting**

Present – C Sanderson (CS) – chairman, M Noble (MN), D Pack (DP), J Macdonald-Lawson (JML), D Kilty (DK).

In attendance – E Tremaine (ET) – Parish Clerk

10. **Public Question Time** – no members of the public in attendance.

11. **Apologies and Reasons for Absence** – T Baker for personal reasons.

12. **Code of Conduct**

a) No declarations of interest – DK – item 6 as he is a member of Greenheal.

b) No dispensation requests

13. **Minutes of Last Meeting** – the minutes of the meeting held on Wednesday 4th February 2026 were agreed as a correct record and signed. Proposed by DK, seconded by MN.

14. **Finance Report Review**

d) Report on Previous Month Spend, Cash Flow and Spend Approvals.

i. Payments for the month were approved as shown in the appendix.

e) Income Review and Opportunities (Grants, Events and Community Interest Levy)

- i. Ongoing CIL application for the Community Hub Project
- f) Bank Balances as at 28/02/2026 -
 - i. Community Account – £99,264.99
 - ii. Reserves Account – £52,316.54
 - iii. Grants Account - £15,987.53
 - iv. Hampshire Trust Account - £88,386.21
 - v. Hinkey & Rugby Account - £86,157.80

15. Forecast Spend

- c) Sub Committee/Working Parties forecasts (including Requests for Funding)
 - i. Suggestions of charities to receive £250 each from the Parish Magazine – FREP, MGV and Easebourne School PTA were suggested, MN will co-ordinate and feed back.
 - ii. Greenheal – lots of suggestions for funding sources, any further grants to be discussed at the next meeting when grant applications are due for review.

16. Proposals to Parish Council – none.

17. Date of Next Meeting – Wednesday 1st April 2026 – to follow 7pm Planning Meeting.

Meeting Closed at 19.54

Signed: _____ Date: _____
Chairman

Appendix

Payee	Detail	Power	Amount
Clerk	Salary - February	LGA 1972 s.112	UNDISCLOSED
WSSC	Clerk Pension - February	LGA 1972 s.112	UNDISCLOSED
HMRC	Tax - February	LGA 1972 s.112	UNDISCLOSED
Clerk	Parish Office - February	LGA 1972 s.111	UNDISCLOSED
Clerk	Parish Phone - February	LGA 1972 s.111	£ 6.00
Clerk	Reimbursement for Give WP extension	LGA 1972 s.111	£ 114.16
Sussex Rural Community Council	Invoice 4973 - village hall service subs	LGA 1972 s.133	£ 155.00
WSALC	Invoice 2108 - Planning Training DK	LGA 1972 s.175	£ 48.00
Wettons	Invoice 167081 - toilet maintenance	Public Health Act 1936 s.87	£ 708.60
Pro-Tec	Invoice 3236 - park security	Local Govt & Rating Act 1997 s.31	£ 196.51
Design Directive	Invoice 26024 - ongoing hub work	LGA 1972 s.133	£ 1,800.00
IONOS	Invoice 203053789969 - DD PAID	LGA 1972 s.111	£ 10.28
TOTAL PAYMENTS			£ 4,546.26