



EASEBOURNE PARISH COUNCIL
Minutes of Parish Council Meeting
held at 7.00pm on Wednesday 8th July 2026
at Easebourne CE Primary School

Councillors Present: C Sanderson (CS) - Chairman, D Pack (DP), D Kilty (DK), A Dodwell (AD) & T Baker (TB).

In attendance: Parish Clerk - E Tremaine (ET), Rebecca Howells (potential Councillor) and one member of the public.

1. **Visitors questions:**
 - a) A member of the public asked about traffic on Easebourne Street, increase in traffic, speeds, poor parking prevents emergency vehicle access, recent incident where a car hit a broken-down van and did not stop. **ET to contact Tom Richardson to ask about potential solutions – action.**
 - b) Rebecca introduced herself.
2. **Report from District Councillor:** Apologies received.
3. **Report from County Councillor:** Apologies received.
4. **Apologies for Absence:** M Noble, J Macdonald-Lawson and I Milne 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 13th May 2026 were proposed as a true record and signed by the Chairman. Proposed by DK, seconded by AD.
 - a) **DK & TB to complete matrix and send Risk Management Policy to ET to publish. This has been carried over for 2 years and is now due for review again in September – to be sent over for adoption at the next meeting – carry over.**
 - b) DK will put together a draft letter to object to the combination of Midhurst and Easebourne – complete, became part of the wider comments on the Local Plan.
 - c) DK will draft a Council response to the Local Govt Reorganisation consultation for review – this was pushed back and the date missed as the Local Plan consultation took priority.
 - d) IM to send information to AD to get started – complete and AD is working on the website.
 - e) **JML will draft something for the website – carry over.**
 - f) ET to contact CDC for electoral roll to comprise streets list – complete.
7. **Chairman's Report:**
 - a) Further survey carried out for the TRO on Wheelbarrow Castle. A revised application is ready, which MN will submit.
 - b) WSCC Highways have progressed designs for the CHS on the A286 around the bus stop by Dodsley Grove – focus on better pedestrian access from Vanzell, Lutenor and Egmont Roads.
 - c) Meeting held with Midhurst Vision re the Angel and the wider project but no significant update.
 - d) Two conversations with a potential Cllr who cannot attend tonight but would like to be involved in the hub.

- e) The fete was very successful. Lots of positive feedback about the hub – not a lot of comments left but lots of verbal feedback.

8. Correspondence and invitations received:

- a) Community Information Evening – Cowdray Farm Shop, Tuesday 21st July, 4pm.
- b) CDC All Parishes Meeting – Monday 12th October 5pm – online
- c) SALC AGM – 4th November – AMEX Brighton
- d) AD is going to watch the SDNPA Parishes meeting and report back any relevant information.

9. Community Hub Project

- a) Proposal to go to private tender in order to utilise local suppliers – approved, on the condition that a minimum of 3 tenders. Proposed TB, seconded DK.
- b) Planning moving forward, deadline extended after changes and re-submission. They have indicated that they are minded to approve the application.

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 3rd June 2026.
 - i. ACS have completed the park steps and paths
 - ii. Rospa inspection has taken place and actions are being followed up.
 - iii. It was noted that lots of people were using the play equipment at the fete as well as the stalls etc.
- b) Finance Committee: See minutes of 3rd June & 1st July 2026.
- c) GreenHEAL
 - i. Swift boxes in the Church have been fitted.
 - ii. Now have 7k grant funding for the swift tower.

11. Planning

a) Planning Applications –

Number	Address	Description	Comments
SDNP/26/01624 /FUL	Riverbank Medical Centre Dodsley Lane Easebourne West Sussex GU29 9AW	Two-storey rear extension and internal adaptations.	The PC is resolved to make no objection.
SDNP/26/01625 /HOUS	Merricks Easebourne Street Easebourne West Sussex GU29 0BQ	Replace conservatory roof, add side facing ground floor window, re-surface drive, alter access in accordance with planning permission SDNP/25/03632/HOUS.	The PC is resolved to make no objection.
SDNP/26/01859 /LIS SDNP/26/01858 /HOUS	1 The Engine House Kings Drive Easebourne West Sussex GU29 0FA	Soft and hard landscaping works to rear and side and brick retaining wall.	The PC is resolved to make no objection.
SDNP/26/02204 /FUL	Nutsey Easebourne Street Easebourne West Sussex GU29 0BE	Demolition of existing dwelling and garage. Construction of a replacement dwelling with	The PC is resolved to make no objection, however having read the nearby resident's objection we would like

		integral garage together with associated landscaping.	to raise concerns about construction traffic and urge the planning officer to ensure that there is a robust management plan in place before works begin.
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- b) The licensing application for the ex-Cook shop was discussed – **ET to redraft – ACTION.**

12. Review of Documents –

- a) Community Engagement Policy –
 - i. 4.1 – add “practicable methods”
 - ii. 4.2 – remove details
 - iii. 4.4 – add “as far as is practicable”
 - iv. 4.12 – remove “one to one basis”
 - v. Change contact details
- b) Equality Statement
 - i. Change to review every 2 years
- c) Data Protection Policy
 - i. 3.2 paragraph 4 – add “reasonable”
 - ii. 6.3 – change to “may be charged”
- d) Once these small changes have been made, ET will publish the policies.

13. Dates for Next Meetings:

05/08/2026	6.00pm	Community & Environment Committee
05/08/2026	7.00pm	Planning Committee
05/08/2026	To follow	Finance Committee
02/09/2026	7.00pm	Planning Committee
02/09/2026	To follow	Finance Committee
09/09/2026	7.00pm	Easebourne Parish Council Meeting

The meeting closed at 20.04.

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