



EASEBOURNE PARISH COUNCIL
Minutes of Parish Council Meeting
held at 7.00pm on Wednesday 9th September 2026
at Easebourne CE Primary School

Councillors Present: M Noble (MN) – chairman, D Kilty (DK), I Milne (IM), J Macdonald-Lawson (JML), A Dodwell (AD) & T Baker (TB).

In attendance: Parish Clerk - E Tremaine (ET), Frank Davies (FD), Julie Green (JG) & Francis Hobbs (FH)

1. **Visitors questions:** no questions.
2. **Report from District Councillor:**
 - a) LGR now on hold pending a review. Mayoral elections will still be held.
 - b) Still working on the SDNPA Local Plan campaign. Pushing for absolute certainty that the rules have been followed in relation to the selection of the sites.
 - c) Possible movement on the Grange site, no further information at present.
3. **Report from County Councillor:** Apologies received. The prolonged absence was noted and it was resolved to write him an email – **ET ACTION**.
4. **Apologies for Absence:** C Sanderson & D Pack 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 8th July 2026 were proposed as a true record and signed by the Chairman. Proposed by DK, seconded by IM.
 - a) ET to contact Tom Richardson to ask about potential solutions – complete, see item 12a.
 - b) Risk Management Policy – complete but requires some amends, ET to make and liaise with DK & TB, then bring the policy for adoption at the November Full Council meeting – **CARRY OVER**
 - c) JML to draft footpath warden advert for website – complete
 - d) ET to re-draft licensing objection for the ex-Cook shop - complete
7. **Chairman's Report:**
 - a) Nothing to report that is not covered under other headings.
8. **Correspondence and invitations received:**
 - a) RBL Midhurst & District Poppy Awards – Saturday 5th September – The Old Library
 - b) CDC Parish Local Plan Briefing – Monday 14th September 5.30pm - online
 - c) SDNPA Parish Meeting – Wednesday 30th September – Virtual – IM to attend
 - d) CDC All Parishes Meeting – Monday 12th October 5pm – online – TB to attend
 - e) All Members Planning Training – Wednesday 14th / Thursday 15th October – East Pallant House – DK to attend
 - f) SALC AGM – 4th November – AMEX Brighton – DK and possibly DP to attend.
9. **Notice of Audit Conclusion** – it was noted that the 25/26 Annual Governance and Accountability Audit has been completed with only minor items to note.
10. **Community Hub Project**
 - a) Planning granted with conditions

- b) Meetings held with Project Manager to look at technical aspects like plumbing, heating etc.
- c) Steering Committee established and meeting regularly.
- d) CIO set up requires a name – to be set up as “Easebourne Hub”.
- e) There was a conversation about timelines, still awaiting the final designs etc and will have more information from the Project Manager once those are completed. IM and MN to contact Chris to discuss the establishment of timescales – **ACTION**.
- f) JML has spoken to WSCC about the lease and they are taking legal advice regarding whether the lease is with EPC or the CIO.

11. Community Allotment

- a) The proposal is that the PC will take the lease at £10/year and then EGAS will operate the allotment, with an agreement in writing.
- b) Waiting for Cowdray to come back with an answer regarding an extended lease.
- c) It was resolved that if the lease is offered and is satisfactory then it will be accepted – proposed by TB, seconded by JML. Majority in favour – motion passed.

12. 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 5th August 2026.
 - i. Park
 - CCTV upgrade agreed.
 - Roundhouse repaired and fixings changed to stop struts coming out so easily. Guttering quote with connection to drain (into pond) - £3968 plus VAT. IM proposed, TB seconded, motion passed. To come from equipment maintenance budget.
 - Cowdray have agreed to come and cut down the trees and hedge between the allotment and the park, to be scheduled in October.
 - Running event held last weekend, more bins required for events of this type.
 - ii. Highways
 - Wheelbarrow Castle TRO has now been scored and reached the next level, will go to Committee next week.
 - Kings Drive TRO also progressing, has been scored highly enough for the next stage. Also asked to re-do white lines which has been scheduled.
 - Henley Hill completed TRO – the main instigator within the community emailed MN to state that he is still unhappy.
 - Easebourne Street – response from WSCC sent around. A TRO for a speed reduction was suggested by them however it was discussed to begin with some signs. JML to look at positioning – **ACTION**. MN will look at signs – **ACTION**. It was also suggested that the residents could be supported to submit their own TRO however the member of the public that raised the issue has not provided their contact details as requested.
- b) Finance Committee: See minutes of 5th August & 1st September 2026.
- c) GreenHEAL
 - i. Swift tower commissioned. Working on installation.
 - ii. Autumn nature walks in planning – test route being walked tomorrow.
 - iii. More talks being arranged.
 - iv. Looking for more Trustees.
 - v. Year End reporting ongoing.

13. Planning

a) Planning Applications –

Number	Address	Description	Comments
26/00894/LAPR E	Cook The Tile House Easebourne Lane Easebourne Midhurst West Sussex GU29 9AZ	New Premises Licence	Ratify objection submitted. Have been invited to hearing on 20/8/26 and asked whether to uphold or withdraw objection – uphold. MN to attend.
SDNP/26/01960 /HOUS	1 Kingsfield Easebourne West Sussex GU29 0FJ	Installation of 9 no. external ground mounted lights (retrospective)	The PC is resolved to make no objection.
SDNP/26/03104 /CND	King Edward VII Hospital Kings Drive Easebourne West Sussex GU29 0BL	Variation of Condition 2 (plans) related to Planning Approval SDNP/24/05272/CND	The PC is resolved to make no objection.
SDNP/26/02658 /TPO	Little Gate Dodsley Grove Easebourne West Sussex GU29 9BE	Reduce height by up to 3m, reduce widths by up to 2m, crown lift branches on the south-west sector (over service wires) by creating a 1m clearance on 1 no. Beech tree (quoted as T001, TPO'd no. T4) subject to EB/78/00406/TPO.	The PC declines to comment due to a conflict of interests.
SDNP/26/03154 /HOUS	12 Egmont Road Easebourne West Sussex GU29 9BG	Erection of two-storey side extension to replace existing single-storey extension and detached garage, and new front porch.	The PC is resolved to make no objection.
SDNP/26/02481 /FUL	The Tile House Easebourne Lane Easebourne West Sussex GU29 9AZ	Relocation of entrance door and installation of metal shutters to side elevations.	While the PC is resolved to make no objection to the relocation of the door and the shutters, there are concerns that the windows facing onto Lutener Road are going to be blocked on the inside by floor to ceiling fridges as there is no detail as to the design of the windows on that side. The PC strongly suggests that whatever is placed there should be in keeping with the style of the local area (ie avoiding large decals). The PC is also concerned

			about the possibility of illuminated signs facing into the residential area and would urge the planning officer to apply conditions.
SDNP/26/02928 /TCA (ratification only as was submitted pre meeting)	391 Stone Cottages Easebourne Lane Easebourne West Sussex GU29 9BW	Notification of intention to pollard by 4m on 1 no. Willow tree.	The PC is resolved to make no objection as long as the Tree Officer is satisfied.

14. Review of Documents –

- a) Document Retention Policy – approved.
- b) Lone Working Policy – approved – to be reviewed on completion of the new office at the hub if sooner than the next review date.
- c) Reimbursement Policy – approved.

15. Co-Option of New Councillor

- a) It was proposed to co-opt Julie Green – proposed by MN, seconded by JML.
Motion passed.

16. Dates for Next Meetings:

07/10/2026	6.00pm	Community & Environment Committee
07/10/2026	7.00pm	Planning Committee
07/10/2026	To follow	Finance Committee
04/11/2026	7.00pm	Planning Committee
04/11/2026	To follow	Finance Committee
11/11/2026	7.00pm	Easebourne Parish Council Meeting

The meeting closed at 20.26.

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