

Findon Parish Council

Minutes of the Parish Council Meeting held Monday 27 July 2026 at 7.30pm in Nepcote Hall

Present: Cllrs Smith (Chairman), Wilson, Gilbert, Dean, Hellett, Jagfeldt, Gardner, and Silver.

In Attendance: Clerk Miss F MacLeod, and members of the public.

Item No		<u>Action By</u>
26.90	To receive and note apologies for absence	
	Apologies were received and noted from Cllr Kenna and West Sussex County Council (WSSC) Cllr Urquhart.	
26.91	Chairman's announcements	
	None.	
26.92	Declarations of Interest on items on the Agenda	
	Cllr Wilson declared a pecuniary interest in Agenda item 26.104 b for an expenses claim. Cllr Wilson would leave the meeting for that item and take no part in any discussion.	
26.93	To sign as a correct record the minutes of the meeting held on 22/6/26	
	It was proposed and seconded that the minutes dated 22 June 2026 be approved and signed by the Chairman.	
26.94	Update on implementation of actions not covered elsewhere on the Agenda	
	The report was noted.	
26.95	To receive a report from WSSC Cllr Urquhart	
	The Clerk provided an update from Cllr Urquhart: • The Local Government Reorganisation for West Sussex had been delayed again; • Strategic Highways had continued to work on improvements to the A24 from the bottom of Long Furlong to Dorking, working in partnership with Surrey. They hope to have a public consultation in Autumn 2026 and, given changes to Findon roundabout, Cllr Urquhart had suggested they attend an FPC meeting to present; • The Community Highways Scheme for one-way at School Hill needed submitting and the yellow lines outside Greypoint had reached an impasse.	
26.96	Public Question Time (PQT)	
	PQT opened at 7.33pm. The Deputy Chairman of the Sheep Fair Committee raised the need for filling in the numerous rabbit holes with FPC support before the Sheep Fair in September 2026. There were less Sheep Fair volunteers available this year and Cllr Wilson had been regularly filling the holes on his own. A sub-group of Cllrs Smith, Wilson, and Gardner would progress this with community volunteers. Cllr Dean was looking to arrange a community event (The Big Fill) on 6 September to get younger volunteers involved. Although not at the meeting, Kenny Leitch had expressed his interest in joining the Communications Strategy Working Group, which was welcomed. The concerns raised in an email from a resident in Nepcote (as	

	previously circulated to councillors) including speeding and construction traffic at the Soldiers Field House development were noted and had already been identified by the Roads and Parking Working Group. To raise the profile, residents needed to report and provide evidence of these activities, photos of verge damage etc and keep a log. PQT closed at 8.04pm.	
26.97	Communications Strategy	
	Cllrs Dean and Kenna expressed their interest in setting up the Working Group. Kenny Leitch would be invited to joint the Working Group as an external specialist. Resolved: that Cllrs Dean and Kenna, and Kenny Leitch form the Communications Strategy Working Group and produce a Terms of Reference for approval at a future meeting.	
26.98	Harmonisation of Village Grants Process.	
	Cllr Smith reported that only one response had been received following his letters to the key interested parties. Cllr Smith would personally approach the interested parties and if there was now no appetite to harmonise the village grants, then the initiative would be dropped. In that case, the current FPC grants process would remain and a revised application form would be put in place.	
26.99	Reports from Working Groups and Outside Bodies for noting/ratifying	
	a. Open Spaces Working Group Lead Cllr Silver awaiting contact with Nick Keating regarding Working Group reports. Volunteers had been very busy clearing footpaths. Cllr Silver to ascertain how many additional Hi-Viz jackets were needed. b. Trees Working Group including Community Orchard Lead Cllr Wilson reported that the first Trees Trail including the Community Orchard by the Findon Tree Warden had been very successful with 15 attendees. Another Trail would be organised in the autumn. 100 saplings were ready for planting, with additional trees coming from the Woodland Trust. Cllr Wilson had dealt with fallen branches on FPC land and on footpaths as a result of the heatwave conditions. The Clerk referred to her report regarding the removal of the fallen Ash tree limb (as previously circulated). A quote had been received to fell the entire tree however this would need planning permission. The quote from AC Gardens (Sussex) Ltd was for removal and disposal of the limb only. Although this work was considered urgent, as requested by FPC the Clerk would ask the Findon Tree Warden if there could be any economies of scale to carry out additional tree lopping related works at the same time. c. Allotment Gardens Lead Cllr Wilson reported all allotments were looking good, with the two newer plots flourishing. Hedge cutting would be undertaken. The Clerk referred to potential arrangements with Arun District Council (ADC). The Deputy Chief Executive had referred the matter to another ADC officer on 1 July 2026, however no response had been received to date. Resolved: that Cllr Wilson purchases two hoses for use at the	

	allotments. d. Village Hall Trust. No update. e. Community Resilience Plan (CRP). No update. f. Roads and Parking Working Group Cllr Dean introduced the report from Cllr Kenna (as previously circulated) which was noted. Para 6 of the report had been covered during PQT. g. Wattle House Feasibility Study Working Group Cllr Gilbert advised that 75 villagers had attending the recent Thinking Day event and referred to the report from Connecting Spaces (as previously circulated). Cllr Gilbert requested approval for the Quantity Surveyor (QS) process to get underway as soon as possible. The Clerk would provide David Hutchison's details to the Working Group. During discussion, it was agreed that a majority validation from the parish was required based on a specific yes/no vote on a new leaflet. The FPC Sheep Fair stand would be at the Wattle House. Resolved: that Findon Parish Council approves a budget of £2k for the appointment of a Quantity Surveyor. h. FPC and the Findon Village Pre-School Working Group No update. i. Community Infrastructure Levy (CIL) Working Group Lead Cllr Dean advised that the Interpretation/Notice Boards had been ordered. The community boards were not lockable however had an easy access key, which could be reviewed if any issues arose. The call for future CIL projects would be in the August Findon News.	
26.100	Village Defibrillators	
	Cllr Jagfeldt was still progressing the relocation of the Black Horse defibrillator as the potential relocation shop owner was on holiday.	
26.101	Village Shop Notice Board	
	Cllr Wilson reported that the Village Stores did not want a replacement Notice Board and would pay for it to be repaired. The two FPC Notice Boards could be repaired and keep the traditional look for a budget of £400.00, much less than a replacement Board. Cllr Wilson to discuss with Findon Men in Sheds.	
26.102	Clerk Report	
	The Clerk referred to the report and Appendix (as previously circulated) which was noted. Rabbit hole filling had been covered under Agenda item 26.112 and Cllr Hellett would assess the Emergency Community Hubs (Chub) programme.	
26.103	Reports from FPC Committees for noting/ratifying	
	a) Planning	
	Apart from August, all Planning Committee meetings would be held on the Monday of the full Council meeting, starting at 7pm.	
	b) Finance & Governance	
	No update.	

26.104	Finance	
	a) Receipts and bank reconciliations The bank reconciliation for June 2026 (as previously circulated) was noted and approved. b) Payments Cllr Wilson left the meeting at 9.11pm and took no part in any discussions The payments of £3288.17 to date for July 2026 (as previously circulated) were noted and approved. Cllr Wilson rejoined the meeting at 9.13pm. c) Q1 budget spend The spreadsheet was noted. Cllr Hellett would contact appropriate bollard suppliers as a matter of urgency regarding the retractable post issue on Nepcote Green.	
26.105	Items to be referred to next Agenda not already included in the minutes	
	None. Cllr Wilson expressed his intent to step down. The meeting closed at 9.20pm – date of next meeting 14 September 2026.	