

Colgate Parish Council Meeting 9th June 2025 at Durrants Village 7:30pm.

Present

Councillors: S Marley, C Crosdil, S Davies, S Garley, N. Staff, V. Finnegan, and B Humphreys.

In Attendance: B. Clayden (Parish Clerk), Cllr Hogben and Cllr Raby and three members of the Public. The new Clerk joined the meeting at 8.40pm

Minutes

1. Apologies for absence.

Cllr Butler, Cllr R. Faith and Cllr R Calvert.

2. Declarations of Interest by Councillors on any matter on this Agenda.

None

3. Agree the minutes of Full Council on 12th May and Planning meetings on 15th May and 4th June.

Draft minutes can be found on www.colgatefaygate.com

All Councillors agreed that the minutes were a true reflection of the meetings, and the Chair duly signed them off.

4. Meeting opened.

- a) **for members of the public to speak on matters connected to the agenda and other matters which can be noted but no decision can be made.**

None.

- b) **For District and County Councillors to speak on any matters including updates from the District and County Council.**

Cllr Marley congratulation Cllr Raby on becoming the local county councillor and thanked him for attending the meeting.

Cllr Hogben and Cllr Raby advised that the devolution process continues to be discussed and there were still 4/5 different scenarios put forward to the Secretary of State whose decision it is to shape the new unitary council. A decision is expected in the first six months of 2026.

HDC are reviewing how to spend their reserves before devolution takes place. There are discussions about affordable homes and renewing/updating the vehicles used for bin collections.

5. Finance-

a) Schedule of payment-Bills paid May/June

1187	St saviours grant	1000
1188	Faygate VH grant	1000

1189	Airs donation	40
1190	GAAC newsletter	10
1191	Colgate VH grant	1000
1192	4sight grant	260
1193	Air ambulance grant	500
Online		
	WSCC Salary April	1327.23
	Zurich ins	665.

b) Bills to be paid Estimate. June/July

WSCC Clerk salary	£1500*
Clerk's expenses – annual leave	£300
Pension/NI	£300*
Litter Warden	£422*
Litter warden mileage	£50*
Speed gun calibration	£330*
Fingerposts	£1300
ill health	£250
lighting	£1000

And any expected payments as per the budget 25/26.

*Potential online banking payments

All Councillors agreed the payments on section 5a and 5b.

Account summary.

Transfers-None

Summary

Income

Cleansing grant £ 544.32

Interest (May/June)

Interest 95 day £23.65

Interest instant £19.23

Total interest = **£ 42.88**

Balance current account 1.06.2025

£ 20208.04

Balance 95-day Reserve acct 1.06.2025

£ 8386.77

Balance Instant access 1.6.2025

£ 21289.06

Total

£ 49883.87

Electronic accounts reconcile to both current and reserve accounts and bank statements.

All councillors agreed the account summary and the bank statements and duly signed them off.

c) the Notice of Public Rights dates was posted on 1st June 2025 on the website, Facebook page and the noticeboards.

f) Staff Expenses

All councillors agreed to 15.5 hours overtime for the Clerk.

6) Transport/Travel/Highways.

- Vehicle Activated Sign. (SD)
Nothing to report. Cllr Garley stated that during the Community Speed Watch sessions traffic speed was definitely slower at the Pease Pottage end of Colgate village and he feels this is because the VAS reminds drivers to slow down.
- Temporary signs at BP petrol station. (VF)
The clerk confirmed she had reported this to WSCC Highways and was awaiting a reply from the Highway team about who owns the signs.
- Racing meets on the A264.(VF)
Cllr Finnegan reported to the meeting another racing meeting along the A264. It had been reported to the police. Insp Durkin had confirmed that Community Protection Notices would be issued if the car meets continued.

7) External meeting

Opportunity for Councillors to update the Council on any meetings attended.

Cllr Finnegan meet with Inspector Durkin and discussed car meets on the A264. Insp Durkin had confirmed that Community Protection Notices would be issued if the car meets continued.

Cllr Marley attended the planning appeal (EN/24/0264)at HDC . The findings will be published in approximately 6 weeks.

8) Parish Assets

- Next Report on all assets due August 2025 including defibs monthly check (VF) and Cllr Faith to check the fingerpost quarterly.
- Monthly defib check and bus stops were checked in Kilnwood Vale and Faygate. Colgate VH defib was reported after the meeting that was rescue ready.Nothing to report.
- Fingerpost- update and decide action.
CG1 Refurbish FP Forest Rd j/w Grouse Rd = £1,306.25

CG3 New BUCKS HEAD double sided arm Forest Rd j/w Blackhouse Rd = £396.25
The preserved arm lettering will not be used in this repair if this quote is accepted.

All councillors agree that they need a quote for using the salvaged metal letters for the "Buck Barn" inscription on the new arm of the finger post. This is a crucial step before they make a final decision on proceeding with the repairs. Their primary reason for this specific request is to maintain the integrity and heritage of the finger post. The clerk will be sending this new request to Wilbar. Councillors also raised concerns about any potential boundary changes as a result of devolution.

9. Climate Change and Sustainability. (BH)

Cllr Humphreys reported that Sussex Green Living initiatives have prevented 3 tonnes of recyclable waste from going to landfills across Horsham District.

10. Consultation

- A public consultation on pharmacies in West Sussex is now open, and residents can view and comment on the draft assessment until Monday 28 July at westsussex.gov.uk/pharmacy

All councillors and members of the public can complete this consultation independently.

- Consultation on Road Names Kilnwood Vale
Suggested names linked to towns & villages within West Sussex:

*Shoreham Street
Copthorne Gardens
Lindfield Avenue
Amberley Drive
Petworth Gardens
Haywards Mews
Ashurst Road
Southbourne Gardens*

All councillors agreed that picking local place names and locations may cause confusion. There are several similar roads names in the district already.

11. Clerk Vacancy

A new clerk will be starting on 18th June. Contracts have been signed. The new clerk attended the latter half of the meeting and was introduced to the councillors and members of the public.

It was agreed to start the process to include the new clerk (MA) on the bank account signatories and online banking.

The outgoing Clerk read a heartfelt poem she had written titled ‘A Fond Farewell from the Clerk’. She stated that it had been a pleasure working for the PC over the last 13 years and thanked all those that have worked alongside her.

The outgoing Clerk (last working day 19th June) was presented with a card and gift to say thank you for her service. The clerk thanked the councillors for their generosity.

12. Governance review

Update: the review would be completed in time for any changes to take effect for May 2027 (which essentially means by the end of 2026). The earliest the governance review would start would be this autumn(2025).

Councillors will carry this item over to future meetings. In the interim councillors will research the implications of the change of boundaries within the parish.

13. Dates and times of next meeting: Locations and dates may be subject to change.

Monday at 7.30pm on

2025

14th July-Colgate Village Hall.

15th September -Durrants Village

13th October-Colgate Village Hall

10th November-Durrants Village

2026

12th January -Colgate Village Hall

9th February-Durrants Village

9th March-Colgate Village Hall

13th April-Durrants Village

Meeting closed at 8.40pm

Signed by Chair.....

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