

Colgate Parish Council Meeting 9th February 2026 at Durrants Village at 7:30pm.

Present

Councillors: S Marley (Chair), C. Crosdil, R Calvert, R Faith, S. Davies, S Garley, B Humphreys, N Staff and V Finnegan.

In Attendance: Cllr Raby (WSCC) Cllr Butler (HDC), Mrs. M Ainsworth (Parish Clerk) and two members of the public.

Minutes

1. Apologies for absence.

Cllr Hogben (HDC).

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

None.

3. Agree the minutes of Full Council on 12th January 2026 and Planning Minutes on 10th November 2025 and 3rd December 2025. Minutes can be found on www.colgatefaygate.com

With regard to the Parish Council Minutes of the 12th of January 2026, clarification was sought regarding the Clerk's CiLCA course. The Minutes of the last meeting referred to a completion date of July whereas she had understood completion date to be June. The Clerk explained that she believed completion date was by the end of June and so the Minutes referred to completion by July. The Clerk would check and clarify dates and report back in due course. Clarification was also sought on how the Clerk's CiLCA course had been paid for. The Clerk explained that she had originally paid for the CiLCA course personally but that her other Council had subsequently paid for an extension of time to complete the course. The Clerk will check and confirm payments and dates and report back in due course.

All Councillors agreed that the minutes of 12th January 2026, 10th November 2025 (Planning) and 3rd December 2025 (Planning) 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.**

A Member of the public present reported that the fingerpost in Faygate had been mistaking repaired by Rusper Parish Council. The fingerpost had been repaired to a good standard.

It was reported that someone was living in a campervan on The Cabin Café land in Faygate.

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

Cllr Raby, WSCC, provided updates regarding the recent flooding on the A264. The Cabinet Member for Highways at WSCC had confirmed to Cllr Raby that West Sussex County Council (WSCC) was working closely with landowners to identify the cause of the flooding. For now, the situation is being monitored. Cllr Raby had requested that the Lead Cabinet Member for Highways release a statement about the flooding and what works will be undertaken in the future to reduce future likelihoods of flooding. The Parish Council suggested that regular clearance of the gulleys and drainaways was key as lack of drainage was considered one of the main reasons for flooding.

Potholes were also a major issue across the County. WSCC referred to budgetary constraints which affected the Council's ability to manage the potholes.

Cllr Butler was also in attendance and expressed concerns about the A264 flooding. It was suggested that WSCC should explain how Highway works are prioritised.

Cllr Finnegan and Cllr Butler explained that Horsham District Council had taken part in the LGA Peer Challenge again. Some feedback had been released prior to the official report which was very positive. An Action Plan from the Peer Challenge would be published in due course.

Cllr Finnegan in her District Council capacity gave an update about the HDC Local Plan and explained that a new Inspector had been appointed.

Finance-

a) Schedule of payment

Bills paid:

No cheques

Online	Payments	£
	Salary's December	£1500.17
	Clerks Expenses	£301.04

All Councillors agreed the online payments.

b) Bills to be paid Jan/Feb.

WSCC Clerk Oct/Nov	£ 1500*
Clerk's expenses	£71.95*
Pension	£300*
Litter Warden	£474*
Litter warden mileage	£85.80*
Litter Warden Back Pay	£364.80

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

*Potential online banking payments

All Councillors agreed the upcoming payments.

c) Account Summary

Summary

Income	£ none
Interest 95 day -interest	£21.64
Interest instant -interest	£18.38
Total interest =	£ 40.02

Balance current account 28.11.2025	£ 21,418.23
Balance 95-day Reserve acct 28.11.2025	£ 8546.20
Balance Instant access 28.11.2025	£ 22,128.47
Total	£ 52,092.90

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

Bank statements and electronic accounts reconcile, and all Councillors agreed the accounts summary and were duly signed off.

d) Expenses-

The Clerk claimed £35 office expenses and £15 Mobile Phone expenses. Receipts would be circulated.

All Councillors agreed.

The Councillors noted that the Colgate Parish Council 2026/2027 budget had been accepted by Horsham District Council.

5. Transport/Travel/Highways.

- Vehicle Activated Sign. (SD) The Colgate VAS batteries were changed again on 8th Feb.
- Cllr Finnegan updated the Parish Council about the Petition for the A264 Crossing Improvement at Faygate Bus Stop. Cllr Finnegan had not received an update from Cllr Raby as yet. There were some suggestions of what could be used to help with a potential crossing, including some form of illuminated bollard. Cllr Finnegan would liaise further

with Cllr Raby about any potential petition wording and actions and would report back in due course.

- The Clerk would contact UK Power Networks with regard to the overgrown vegetation on the streetlight/electricity pole opposite the school in Black House Road.
- The Clerk would request an update regarding enforcement of 'pop up' vendors/signage at the Cabin, as well as the possibility of a caravan being used as a residence.

6. External meeting

- The meeting of the Horsham Association of Local Councils is being held on 25th February – SD to attend
- The Neighbourhood and Councils Meeting would be held on 26th February in the Roffey Millennial Hall. Councillors will advise the Clerk if they wish to attend.

7. Parish Assets

- The Clerk reported that the Faygate Village Hall and Faygate Garage Defibs were recorded as offline as the pads had expired and there was a delay in receiving the new pads. It was hoped that these would be despatched towards the end of February.
- Horsham District Council had confirmed that they would clear litter at the bus stops along the A264 and would ascertain whether new bins were required in these locations. The Clerk was requested to check with Horsham District Council which days of the month the collection and clearance of litter on the A264 is scheduled each month.
- Fingerposts – It was agreed that the arms on the fingerpost at the Forest Rd/Grouse Rd junction needed some repair. It was AGREED that the Men in Shed Repair team would be approached again to see if they could undertake the repairs.
- It was NOTED That payments were being introduced at Faygate Train Station for parking. The cost would be £3 a day.

8. Planning Decisions and updates

The Clerk updated the Parish Council on any potential applications and decisions. NOTED.

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

Monday at 7.30pm

2026

9th March- Colgate VH (Community Meeting) It was AGREED that a representative from Weald to Waves would be asked if they would like to attend the Community Meeting (BH)

An update on Gatwick and second runway was also suggested as a potential topic. Cllr Emery, Cabinet Member could be invited to attend.

13th April- Durrants Village

11th May- Colgate VH (Council Annual Meeting-Elections)

Meeting closed at 8.28pm

Signed by the Chair.....