

## ALBOURNE PARISH COUNCIL



You are hereby summoned to attend the Annual Parish Council Meeting in the Village Hall on Tuesday, 5<sup>th</sup> May 2026, at **6.00 p.m.**

(The meeting is open to members of the press & public)

SIGNED.....*Iain McLean*.....The Parish Clerk  
Iain McLean

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## AGENDA

- 1. Election of Chairman for the ensuing municipal year 2026/27.** To call for nominations for Chairman from those members present.
- 2. The new Chairman of the Parish Council formally opens the meeting, and receives any apologies for absence.**
- 3. New Chairman signs the Declaration of Acceptance of Office.** To be completed as soon as possible.
- 4. Election of Vice Chairman for the ensuing municipal year 2026/27.** Nominations to be made from those members present.
- 5. Declarations of interest.** To receive any declarations of interest from Members of the Parish Council.
- 6. Adjournment for any questions or issues raised by members of the public.**
- 7. Casual Vacancy.** To note that following the resignation of Councillor Shane Axtell, a Casual Vacancy arises on the Parish Council, and the statutory notice has been published on 20<sup>th</sup> April 2026. If no election has been called by 11<sup>th</sup> May, the Parish Council may proceed to fill the vacancy by co-option.

## 8. Approval of Minutes.

To receive and formally approve the minutes of the Parish Council meeting held on 7<sup>th</sup> April 2026 (as previously circulated) – to consider any matters arising from the minutes not otherwise on the Agenda.

## 9. Q and A session with:-

1. WSCC – Cllr Joy Dennis.
2. MSDC – Cllr Geoff Zeidler (see also his latest written report if available, as circulated to members).

## 10. Appointment of the Village Hall Management Committee (VHMC).

To decide, and appoint the Parish Council membership onto the VHMC for the municipal year 2026/27 (under its recently revised constitution, there are 5 Parish Councillor places and 4 co-opted representatives, currently held by Eve Gerhold, Christopher Davies, Dave Robson and Amanda Bevan).

## 11. Planning matters.

1. To consider the two planning applications below and to decide on the responses to Mid Sussex District Council (or where appropriate West Sussex County Council, and the South Downs National Park Authority):-

APPLICATION NO.	PROPERTY	PROPOSAL
DM/26/0890 (comments to MSDC by 07.05.26)	Agricultural Storage Barn, Wick Farm House, Truslers Hill Lane	Change of use of existing barn (former cow shed) to B8 storage use.
DM/26/0967 (comments to MSDC by 07.05.26)	Souches, The Street	Trees in a Conservation Area. Beech – Fell.

2. (i) To receive a report/update on any outstanding traffic and highway issues, and to take any necessary decisions. (ii) To particularly review progress with regard to the agreed petition for supporting a review of the speed limit on the B2116 regarding the application for a Traffic Regulation Order down to 20 mph on the relevant stretch, which was rejected by WSCC. (iii) To confirm the 3 way Parish Council arrangements for the installation of traffic loops in order to obtain data to support the case regarding the Sayers Common development proposal, and to confirm the contribution towards the cost.

3. To receive a general report from Councillors and/or the Clerk on any other current planning outcomes, appeals, and/or enforcement matters, District Plan/Neighbourhood Plan issues (both MSDC and Horsham District Council), and to agree any appropriate actions - to include any update on the recent examination hearings into the District Plan.

## 12. Finance report and matters.

1. To receive an update on the current financial position/Bank reconciliation statement. **[Attachment: financial summary circulated]**
2. To approve payment of the invoices and to make the payments. **[Attachment: list**

***circulated]***

3. Review of the Notice of Conclusion of Audit 2024/25.
4. To note and confirm agreement to a 4% increase in the cost of the annual maintenance contract with Streetlights.
5. To confirm and agree the Parish Council's annual insurance arrangements for 2026/27 (if available).

**13. Current issues.**

To discuss any updates, and to take any appropriate decisions/actions regarding current issues (see minutes of the last meeting and the latest rolling list of actions as recently circulated by the Chairman).

**14. Councillors exchange of information/new matters raised by Councillors.**

**(Dated and posted 29<sup>th</sup> April 2026)**

**(Note: The Annual Parish meeting of Electors will follow this meeting at 7.30 p.m. in the Village Hall)**

To: *All members of Albourne Parish Council*  
c.c. *Parish Council notice-board*  
*Albourne Parish Council website*  
*Cllr Joy Dennis; WSCC Ward Councillor*  
*Cllr Geoff Zeidler; MSDC Ward Councillor*