

ALBOURNE PARISH COUNCIL



You are hereby summoned to attend the Parish Council Meeting on Tuesday, 7th April 2026 at 7.00 p.m. in the Village Hall

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

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

AGENDA

- 1. The Chairman of the Parish Council opens the meeting, and receives any apologies for absence.**
- 2. Declarations of interest.**
To receive any declarations of interest from Members of the Parish Council.
- 3. Adjournment for any questions or issues raised by members of the public.**
To include a communication from a local business owner about possible re-development of a field on the east side of the Parish adjacent to the A23.
- 4. Approval of Minutes.**
To receive and formally approve the minutes of the Parish Council meeting held on 3rd March 2026 (as previously circulated) – to consider any matters arising from the minutes not otherwise on the Agenda.
- 5. Q and A session with:-**
 - 1. WSCC – Cllr Joy Dennis. 2. MSDC – Cllr Geoff Zeidler (see also his latest written report, if available, as it may recently have been circulated to members).
- 6. Planning matters.**
 - 1. To consider the one planning application below and to decide on the response to Mid Sussex District Council (and where appropriate West Sussex County Council, and the South Downs National Park Authority):-

APPLICATION NO.	PROPERTY	PROPOSAL
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DM/26/0544 (comments to MSDC by 25.03.26 ext. to 08.04.26)	Albourne C Of E Primary School, The Street	Proposed classroom infill extension. This is an application to establish whether the development is lawful. This will be a legal decision where the planning merits of the proposed use cannot be taken into account.
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2. (i) To receive a report/update on any outstanding traffic and highway issues, and to take any necessary decisions. (ii) To review the position with regard to the ongoing proposal to reduce the speed limit on the B2116 (by way of a Traffic Regulation Order, or other means) down to 20 mph on the relevant stretch and to review alternative options as discussed at previous meetings.
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 particularly (i) any update on the situation regarding the examination of the District Plan, and (ii) any updates on the progress of the Sayers Common Village development proposal, and reports of meetings held or forthcoming events in order to take such matters forward.

7. 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. To receive and note the outturn budget for the financial year end 2025/26.
4. To note that the internal audit to be carried out by Mulberry and Co. for the financial year 2025/26, will take place on 15th May 2026 (and will be carried out remotely).
5. To confirm and note that because the expenditure for the financial year 2025/26 exceeded £25,000 (due to the in/out expenditure on the bus shelter installed on the B2118) the Parish Council cannot self certify itself as exempt from a limited assurance review this year, and so will have to submit a full set of financial papers for external audit. The cost will be circa £250.
6. To decide whether or not to re-engage Mulberry LAS Limited as the Parish Council's internal auditor for the next 1 or 3 years (starting 2026/7). **[Attachment: Proposal as previously circulated]**.
7. To consider, as for last year, a request for a grant (£400) to the Kent Surrey and Sussex Air Ambulance Service (see also item 7.2).

- 8. Bus Shelter.** To confirm the discussion at the last meeting and the decision not to agree to the provision of a bus shelter at the bus stop on the north side of the A281 (near Clappers Lane).
- 9. Annual Parish Meeting.** To discuss and finalise the arrangements and agenda for the annual Parish Meeting of Electors in the Village Hall on Tuesday, 5th May 2026 at 7.30 p.m. (to consider also making available on the Zoom platform).
- 10. 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).
- 11. Councillors exchange of information/new matters raised by Councillors.**

(Dated and posted 31st March 2026)

*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*