



Shermanbury Parish Council

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Minutes of the ANNUAL STATUTORY MEETING OF THE PARISH COUNCIL this followed the Annual Parish Meeting on Thursday 21st May 2026 at The Bull commencing at 7:15pm

Present: Cllr T. Brown, Cllr M. Amos, Cllr D. Barling, Cllr R. Few, Cllr P. Field, and Cllr J. Read.

Clerk D. Langston.

Horsham District Councillor L. Lambert.

West Sussex County Councillor R. Noel

Minutes

16.26 To elect the Chair of the Parish Council. Cllr T. Brown was proposed by Cllr P. Field seconded by Cllr J. Read and duly elected as Chair. Cllr R. Few was proposed by Cllr T. Brown seconded by Cllr J. Read and duly elected as Vice-Chair.

17.26 Apologies were received from Horsham District Councillor J. Knowles.

18.26 Declaration of Members Interests. No interests were declared.

19.26 Approval of the minutes for the Parish Council held on 23rd March 2026. Minutes were accepted by Council and signed by the Chair.

20.26 The Government have launched an additional phase of consultation on the options for local government reorganisation in Sussex. The second, technical consultation seeks feedback on two potential modifications on the proposals previously submitted by Sussex local authorities.

In their revised West Sussex unitary arrangement option, Chichester District would be moved into a unitary authority alongside Mid Sussex District, Crawley Borough and Horsham District. The population would be around 566,000. Council discussed this matter at length and resolved to submit comments highlighting the wish to leave West Sussex as one unitary authority.

21.26 Horsham District Councillor L. Lambert updated on the following items.

- Community Governance R now open commenced on 9th May through until 22nd June 2026.
- Local Plan hearings between 21st – 24th April Inspector found plan as is legally compliant however it needs more dwellings to be accepted. Sites which were previously turned down can now be reviewed for acceptance. Additional requirement to meet unmet need from both Worthing and Crawley.

- There are currently 60,000 homes in the Horsham district inspector would like to see 20,100 dwellings over the life of the plan.
- The next set of hearings will commence between 13th and 23rd October 2026.
- Government have now stated a new local plan needs to commence on 30th June 2026. If agreed this plan will need to be started prior to the acceptance of the current plan.
- Council queried whether these numbers will have the relevant infrastructure in place.
- Economic Development have been running business training sessions which have supported in excess of 120 businesses.

22.26 West Sussex County Councillor R. Noel updated on the following items.

- The results of the West Sussex County Council elections were announced late on Friday 8 May and parties are now in talks to decide who will form an administration.
- Reform UK has 23 councillors with 28% of the vote
- The Liberal Democrats have 23 councillors with 23% of the vote
- The Conservative Party has 11 councillors with 22% of the vote
- The Green Party has 7 councillors with 14% of the vote
- The Labour Party has 5 councillors with 10% of the vote
- The Local Alliance has 1 councillor with < 1% of the vote
- No one political party has more than half the seats on the council and so the outcome is no overall control.
- First full meeting of council will be held on Friday 22nd May 2026.

23.26 Council discussed the proposed developments at Sayers Common and Albourne.

- Council highlighted the impact this proposal will have on local roads with the expected closure of Reeds Lane pushing traffic down both Twineham and Wineham Lane.
- Potential large-scale development has an impact on the River Adur and any associated flooding issues.
- Council are aware there appears to be a lack of clear policies surround highways issues within WSCC.
- Council are aware of meetings between developers and local parishes and will highlight the willingness of Cllr Read to attend.

24.26 To receive an update on Highways matters.

- Mock Bridge Automatic Warning System. Cllr Noel will review this item with the relevant WSCC Officers.
- A281 and Wineham Lane TRO. Council will obtain a quote for their preferred proposals. These items will continue to be pushed as a priority by council.
- Wineham Lane additional SID. Following discussions with local residents the proposed location has been revised and sent across to WSCC Highways for agreement. Once the 28-day consultation period has been completed works can go ahead to erect the relevant equipment.

West Sussex County Councillor R. Noel left the meeting at this point.

25.26 BESS update. Councillor Read and Councillor Brown met with Mr D. Livingstone who gave recommendations on suggested correspondence. Following this Council sent correspondence to Elements Green Ltd, Gary Ball WSFRS, Kathryn Hall and Judy Holmes both MSDC highlighting the need for the sites to be compliant with latest safety regulations. A response has been received from Elements Green Ltd highlighting they will be updating the fire safety elements to reflect recent safety recommendations.

Horsham District Councillor L. Lambert left the meeting at this point.

26.26 Councillor P. Field was proposed by Cllr Brown seconded by Cllr Amos and duly elected as council representative for both HALC and WSALC.

27.26 Finance and Administration.

27.1.26 To review the final audit report 2025/2026. Clerk highlighted recommendations made in the final internal audit report.

27.2.26 Council reviewed the internal control system and prepared the Annual Governance Statement.

27.3.26 The accounting statements for the year ending 31st March 2026 were reviewed by council and approved. Documents were then signed by the Chair.

27.4.26 Council reviewed the risk assessment and agreed acceptance of the proposed risk levels.

27.5.26 Council reviewed the balance sheet and budget figures. The confirmed spend for this financial quarter was £551.85. Balance sheet was signed by Councillor Few.

27.6.26 Council reviewed the proposed internal control policies and agreed acceptance of the following documents.

- IT Policy.
- Financial Regulations.

27.7.26 Payments raised since last meeting:

£ 31.42 J. Read Litter pick costs.

£ 108.94 D. Langston Administration expenses to include venue hire and meeting costs.

£ 106.60 T. Brown Meeting costs.

£3 25.50 Wilbar Associates Ltd Invoice WA20250950 SID maintenance.

£ 7.00 D. Langston Land registry documents.

£1,167.69 WSCC Invoice 8002064141 Salary & pension.

£ 40.00 Simon Birnsting Invoice 130426-5 Cemetery & parish maintenance.

£ 58.52 WSCC Invoice 8002069502 Payroll provision.

£ 243.31 WSALC Invoice 014 Annual membership.

£ 189.72 Mulberry Local Authorities Invoice 2010 Year end audit.

28.26 Date of next meeting confirmed as Monday 27th July 2026.