

STORRINGTON & SULLINGTON PARISH COUNCIL

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Clerk: Rebecca Luckin (CilCA)
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Infrastructure, Communications and Environment Committee Meeting Chanctonbury Room, Parish Hall, Thakeham Road, Storrington Wednesday 15th October 2025 at 7.30pm

Present: Cllr John Loney (Chair for this meeting), Cllr Andy Castle, Cllr Richard Hurley, Cllr Fisher and Cllr Hicks.

Members of the public: None for this meeting.

Also present: Rebecca Luckin - Clerk

MINUTES

1. Apologies for absence

- a) Apologies were received and accepted from Cllrs Moremon and Meadows.

2. Declarations of interest

- a) Cllr Fisher declared an interest as an HDC Councillor.

3. Minutes of the previous meetings

- a) Cllr Castle **proposed** that the minutes of the meeting of 20th August be accepted as a true record of the meeting subject to amendments. **Seconded** by Cllr Hurley. **Agreed.**

4. Matters arising – For information only

- a) Old Mill Square management update – an unsatisfactory response had been received from the Managing Agent. The Committee will continue to pursue.
- b) A pupil at the Primary School, who had raised a concern regarding the Memorial Pond, reported to Cllr Fisher that they had not received the response sent to them by the Clerk. Cllr Fisher will hand deliver a copy.

5. Public Participation

None for this meeting.

6. Environment and Climate Change

- a) Climate Action Plan - Cllr Fisher will put together a proposal for Full Council to consider.
- b) Cllr Fisher will attend an HDC Climate Action Network meeting, 24.11.25, and report back.

7. Past and upcoming events / projects updates

- a) Remembrance Day Parade – the organisation of events is as in previous years. The event will be covered by a Ministry of Defence indemnity (the Parish Council is unable to cover any event that is not 100% under their control, as advised by their insurer). Cllr Hicks reported on a meeting that she had attended and will draft a response to an article in the Argos and draft a Facebook message, including that volunteers are needed.
- b) Christmas evening event – Thursday 4th December 2025 – Volunteers are needed to assist with road closures immediately prior to the event, and also during the event.

A handwritten signature in black ink, appearing to be 'M. M.' or similar, located at the bottom right of the page.

A running order will be circulated prior to the next meeting.

c) Stork Fest – Saturday 23rd May 2026. High St stork mural proposal – Committee members have already agreed to a mural in principle, subject to their approval of the art work, and are keen to ‘tell the story’ of the Stork Project. Other local artists will be considered. Cllr Fisher will discuss with the applicant.

d) Monthly Farmers’ Market – the Committee discussed the possibility of a market on the 4th Saturday in the month. An outside venue will need to be identified, along with an alternative inside venue in the event of bad weather. Cllr Fisher will work with the Admin Asst to explore the options.

Cllr Hurley left the meeting at 8.30pm

8. Communication

- a) Communication of Neighbourhood Plan progress – nothing to report currently.
- b) Website replacement update – Cllr Hicks advised of the following milestones:
 - 17.10.25 - Provisional date for visuals – Clerk to share with ICE Committee.
 - 05.11.25 - Share visuals with Full Council
 - 01.12.25 - New website launch date.
- c) SSPC IT Policy (WSALC template) – Cllr Loney **proposed** that Committee make recommendation to Full Council that the draft IT Policy be adopted.. **Seconded** by Cllr Fisher. **Agreed.**
- d) SSPC Communications Policy – The Committee will make recommendation to Full Council that the Communications Policy be adopted.

9. Street Lighting, Street Furniture and Floral Displays

None for this meeting.

10. Litter, waste, recycling and public toilets

- a) Removal of access to public toilets – Cllr Fisher had liaised with HDC regarding the delivery of a Community Toilet Scheme, through the Rural Market Towns Economic Alliance (RMTEA), with Storrington being one of the first to go through the scheme – update to follow.

11. Ponds

- a) Mill Pond works update – HDC update to follow.
- b) Memorial Pond update – discussed under item 14.

12. Public Rights of Way

- a) Cllr Fisher reported on overgrown Footpaths #2650 or #2652. The office will report to WSCC.

13. Committee budget review

- a) September Flexed Budget Report – Committee Members noted potential overspends for the year.
- b) Committee Members will arrange Working Group Meetings, to identify discretionary projects and costs, prior to the F&G meeting on 29th October.

14. Consideration of items of expenditure:

- a) Quotes for works options at Memorial Pond £250(+vat) OR £550(+vat) - Defer to next meeting.
- b) Quotes for structural review – Deferred to next meeting. Cllr Lone will speak with the architect.
- c) Quote for topographical survey of Memorial Pond – Committee members agreed not to proceed for the time being.



- d) Invoice for High St Christmas Trees - £7,182+vat – Committee Members noted that the expenditure is above the Committee limit and will be considered by Full Council on 5th November 2025.
- e) Quote for boat (for use when maintaining the pond) £208+vat- A Committee Member offered the use of their own boat.

15. ICE Strategic Plan objectives – Committee members to review and agree

- a) Committee Members to discuss as part of their work on the proposed a budget for 26/27.

16. Chairman's Announcements and items for the next agenda

- a) WSALC issued an invite to - Have your say on Sussex Local Nature Recovery Strategies - A webinar for Sussex Town and Parish Councils - Tuesday 21st October 2025 - 6-7pm.
- b) Item for the next Full Council Agenda – Full Council to consider declaring a Climate and Ecological Emergency.

17. Date of next meeting – 22nd November 2025 at 7.30pm

The meeting closed at 9.30pm

M. Meadows 19/11/25

Signed:
Chair

Date: 22nd November 2025

ACTION LIST – ICE – 15.10.25:

Ref	ACTIONS:	Whom	✓
4 a	Re-contact Managing Agent to clarify H&S issue, re-positioning of tap, disappointment with level of litter, neglected planters. Provide photos	Cllr Meadows / Clerk Cllr Loney	
4 b	Deliver copy of letter.	Cllr Fisher	
6 a	Agenda item – Climate Action Plan proposal Add to Full Council Agenda	Cllr Fisher Clerk	
7 a	Draft response to Argos and FB	Cllr Hicks	
7 b	Draft Xmas event running order.	Deputy Clerk	
7 c	Discuss mural proposal with applicant.	Cllr Fisher	
8 b	Agenda item – share new website visuals	Clerk	
8 c	Full Council agenda – approval of IT Policy	Clerk	
10 a	Agenda item – HDC REMTEA Toilet scheme progress	Clerk Cllr Fisher	
13 b	Arrange Working Group to discuss 276/27 budget requirements ASAP	ICE	

M. Meadows

14 a b	Item for next agenda – Cllr Loney to discuss.	Clerk Cllr Loney	
14 d	Item for Full Council agenda – Xmas tree invoice - £7,182+vat £7,500 is allocated for Xmas event, off-set by £3,252 in receipts	Clerk	
16 b	Item for Full Council Agenda – Councillors to consider declaring a Climate Emergency.	Clerk	