

STORRINGTON & SULLINGTON PARISH COUNCIL

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Clerk: Rebecca Luckin (CiLCA)

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Full Parish Council Meeting of Storrington and Sullington Parish Council in the Main Hall, Sullington Parish Hall, Thakeham Road, Storrington, RH20 3PP **6:30 pm Wednesday 3rd December 2025**

Present: Cllr Mark Cramer (Chair), Cllr John Loney (Vice-Chair), Cllr Bill Aitkenhead, Cllr Charlotte Burnell, Cllr Andy Castle, Cllr Peter Meadows, Cllr Virginia Hicks, Cllr Brian Sadler, Cllr Theresa Bennett, and Cllr Tony Mills.

In Attendance: None for this meeting.

Members of the Public: One

Minutes: Rebecca Luckin (Clerk)

MINUTES

The Chairman advised Councillors that the meeting was being recorded by a Councillor.

FC/25/154. Apologies for absence

a) Apologies were received and accepted from Cllr Fisher (HDC meeting), Cllr Hurley, Cllr Moremon, Cllr Manton (HDC meeting), Cllr Marshall (WSCC meeting), HDC Councillors – Claudia Fisher, Emma Beard and Joan Grech (HDC Meeting).

FC/25/155. Declarations of interest

None for this meeting.

FC/25/156. Minutes of the previous meeting

a) Cllr Mills **proposed** that the minutes of the meeting of 5th November 2025 be approved as a correct record of the meeting. **Seconded** by Cllr Hicks. **Agreed** (one abstention). The minutes were duly signed.

FC/25/157. Matters arising

146 b) Place Villerest lease – to be actioned.

FC/25/158. Public Participation - Members of the Public may comment on items on the agenda.

- a) The owner of a wall in the village centre, which is the proposed site for a stork mural, had provided a statement of support for the project.
- b) A Stork Festival Committee Member spoke regarding the proposed community-led stork mural. A statement of support was provided by the Knepp Wildland Foundation.

FC/25/159. County Council Matters

a) Cllr Marshall was not in attendance at the meeting, however, will meet with Chair and Vice-Chair in due course, to provide an update briefing.

FC/25/160. District Council Matters

a) Update provided following the meeting:

The Local Plan Inspector has now responded to Horsham District Council's letter to request the re-opening of the Local Plan Examination. The Inspector has agreed that circumstances have materially changed and welcomes the Council's willingness to support amendments to the draft plan. To explore the implications of this in more detail, the Inspector has offered an exploratory meeting, expected to take place in February 2026.

b) Following the meeting, Cllr Fisher also noted that item 140 d) of the November minutes, *'In terms of planning going forward, HDC is still keen to keep the restriction in place'* - this is not correct as the restriction cannot be kept in place as the NE Water Neutrality statement has been lifted so instead it should read *'HDC are the only LA likely to take a precautionary approach when it comes to water consumption by still carrying out Appropriate Assessments for planning applications and using the SNWCS water capacity'*.

FC/25/161. Wardens Report to Full Council

a) Councillors noted the Wardens' Report for November 2025.

FC/25/162. Referrals and recommendations from Committees, including expenditure:

a) F&G

The Committee is currently drafting the budget with a focus on efficiency savings, discretionary projects and CIL expenditure. A successful CIL bid to HDC would make a significant difference, however, for the time being, the Committee will progress under the assumption that the bid will not be successful, and that all projects will need to be funded with existing CIL funds, precept and income from hall hire.

b) ICE

i. Stork Mural – The ICE Committee reported back on discussions regarding a proposed stork mural in the village and asked for Full Council support for the community-led project to move forward. Full Council were supportive of the project. **Unanimously agreed.**

ii. Website – The ICE Committee recommended to Full Council that the new website visuals be approved. **Agreed.** It is anticipated that the new website will launch mid-January 2026.

c) R&P

The Committee reported on potential new lease arrangements for Leisure Centre and Football Club, with the intention that the Leisure Centre take over management of the Football Club in order to increase usage, and for the benefit of all. A further meeting is scheduled for January 2026, with the Chair of Trustees, Leisure Centre Manager and Football Club representatives, in addition a lease advisor may attend. No change is likely to be implemented prior to the end of the current financial year.

d) T&T

The Committee is waiting for WSCC to report back regarding the submission of a Community Highways Scheme. No aspects of the scheme will progress without community consultation.

FC/25/163. Climate Action

a) Mindful that under the Under the 2021 Environment Act, Parish Councils operating in England have a statutory duty to consider what they can do to conserve and enhance biodiversity, a Nature Recovery Group meeting had taken place. Cllr Fisher will report back in due course.

FC/25/164. NDP Steering Group update

a) Cllr Aitkenhead reported that there was no further news regarding Neighbourhood Plans in general. Without HDC having a Local Plan in place, there seems to be little progress. Storrington, Sullington & Washington Parish Councils' NDP remains valid (which ensures the Councils are entitled to receive 25% of CIL), however, some policies are in need of revision.

FC/25/165. Devolution preparation

Nothing to report for this meeting, although it was again noted that in order to make decisions, the Parish Council would need HDC to provide figures income and expenditure values, if Councillors are to make informed decisions regarding the take-over of assets.

FC/25/166. Standing Orders – Proposal to amend

a) Cllr Sadler **proposed** that Paragraph 3.(s) of Standing Orders be amended as follows in the interests of openness, transparency and accuracy:

'Unless standing orders provide otherwise, voting on a question, at Full Council meetings, shall be by a show of hands. ~~At the request of a councillor,~~ The voting on any question shall be recorded so as to show whether each councillor present and voting gave his vote for or against that question. ~~Such a request shall be made before moving on to the next item of business on the agenda.'~~

Cllr Meadows **proposed** that the word 'his' should be amended to 'their'. There was some discussion, following which, Councillors agreed to defer the item to the next meeting, and requested that the Clerk provide wording from the current Standing Orders, in order that it could be compared with the proposed replacement wording.

FC/25/167. Safeguarding Policy – Councillors to consider draft V2 policy and agree – deferred to next meeting.

FC/25/168. Artificial Intelligence (AI) Policy – Councillors to consider and agree regarding proposed policy provided by S&SPC Data Protection Officer

a) Cllr Hicks **proposed** that the template AI Policy, provided by the Data Protection Officer, be adopted.

Seconded by Cllr Mills. **Unanimously Agreed.**

b) Cllr Loney advised that he felt unable to continue taking a lead in IT matters going forward, due to the increasing complexity that matters such as AI create and that some professional insight should be sought to help inform our thinking about how to harness this new technology. He recommended the Parish Council should budget for an IT expert.

FC/25/169. Recording and posting of Parish Council meetings – Councillors to consider and agree

a) Councillors discussed a proposal to make their own recordings of meetings and publishing of the recordings, including the suitability of filming/recording equipment currently owned by the Parish Council. Mindful of a duty of care to Councillors, concerns were expressed regarding Councillor safety due to hostility from a small section within the community.

The Chair confirmed there was no objection in principle to the filming and recording of public meetings. In taking this forward, it is essential that whatever system is adopted is implemented in a way that safeguards the safety and wellbeing of councillors. Reference was made to guidance received from the West Sussex Association of Local Councils. Further consideration will be given to the most appropriate equipment and deployment. It was suggested the Clerk liaise with another nearby Parish Council on their implementation of recording and publishing of meetings to learn from their experience. Item for the next agenda.

FC/25/170. Potential 'rebranding' of the Parish Council – Councillors to consider and agree

a) Councillors discussed the redevelopment of the Parish Council logo. It was suggested it form part of a wider 'rebranding' discussion, and part of a larger, long-term project for the future. They recognised that the Sullington residents' feelings of loss of identity with the current logo had not been addressed or resolved and will keep the item on the agenda.

FC/25/171. Statutory Consultation on Local Government Organisation (LGR)

a) Item for the next agenda (consultation closing date 11th January 2026). Councillors to investigate the online

consultation questions prior to the next meeting.

FC/25/172. Chair's Announcements and items for the next agenda

a) The Chair reminded those present of the late-night Christmas event the following day and advised that all volunteers would be welcome.

FC/25/173. Date of next meetings: 7th January 2026 – Ordinary meeting

It was also **agreed** that a provisional date for an Extraordinary meeting (to agree the final budget for 26/27) would be set – 7.30pm, Wednesday 28th January 2026, with the possibility of cancelling the Full Council meeting scheduled for 4th February.

Cllr Burnell left the meeting at 8.09pm.

Confidential item

CONFIDENTIAL SESSION - the Chairman **proposed**, under the Public Bodies (Admissions to Meetings) Act 1960, and in accordance with Standing Orders 3 (d), to exclude the press and public on the grounds that the confidential matters to be discussed under item **174** below would be prejudicial in the public interest.

The recording of the meeting stopped.

FC/25/174. Employment matters

a) Regarding employee appraisals and salary reviews, it was agreed that Cllrs Hicks, Meadows and Aitkenhead would form the Working Group and report to the Finance & Governance Committee in preparation for budget-setting.

The meeting closed at 8.16pm

Signed:
Chair

Date:

ACTION LIST – FULL COUNCIL – 03.12.25:

Ref:	ACTION	Whom	√
162b	Item for the next agenda – approval of final version of website prior to launch.	Clerk	
	Clerk to check if login details have been provided, in order to populate website further (agendas, minutes, etc).	Clerk	
166	Item for the next agenda - Clerk provide wording from the current Standing Orders, in order that it could be compared with the proposed wording.	Clerk	
167	Item for the next agenda – Safeguarding Policy.	Clerk	
168a	Circulate and upload agreed AI Policy.	Clerk	

168b	Obtain quote for IT advice going forward. Include in 26/27 budget.	Deputy Clerk F&G	
169	Check with JF regarding recordings of meetings.	Clerk	
169	Item for the next agenda - Recording and posting of Parish Council meetings	Clerk	
170	Agenda item – 'rebranding' / new logo for PC	Clerk	
171	Agenda item – Statutory consultation re LGR	Clerk	
171	Check link to Statutory consultation re LGR	Cllrs	
174	Review employee appraisals, salary scales etc	VH, PM, BA	