



Midhurst Town Council

**A meeting of Midhurst Town Council took place on
Monday 21st November 2022 at 7:00pm at the Midhurst Town Council Offices,
Old Library, Knockhundred Row, Midhurst, GU29 9DQ**

MINUTES

Present: Cllr C Lintott, Cllr D. Coote, Cllr J. Travers, Cllr J. Hensey, Cllr D. Smallman, Cllr N Yeo, Cllr M Richardson, Cllr D Fraser, and Cllr J Sutton

In attendance: Sharon Hurr, Town Clerk

C/167/22 – Chairman’s Announcement: None.

C/168/22 – Apologies for Absence: Cllr A Procter, Cllr G McAra, Cllr L Jeffries, Cllr G Upjohn, Cllr R Watts, and Cllr D Merritt. County Councillor Kate O’Kelly had also given apologies.

C/169/22 - Declarations of Interest: None.

Meeting halted for Public Participation Session

C/170/22 - Public Participation Session. None present.

Meeting reconvened.

C/171/22 - Minutes of the Previous Meeting: The minutes of the meeting held on 17th October 2022 were proposed by Cllr Yeo, seconded by Cllr Travers, agreed by all present and adopted.

C/172/22 - Matters Arising from those Minutes. None.

C/173/22 - Report from County and District Councillors:

- **West Sussex County Councillor Kate O’Kelly** – Report circulated prior to the meeting.
- **District Councillor Gordon McAra** – Report circulated prior to the meeting.

The Chairman requested that if any Councillor would like to have further or follow-up information regarding any of the matters included within either report, to email the respective Councillor and copy the request to both Cllr Lintott and the Clerk.

C/174/22 – Finance, Asset and Policy Committee: The minutes and questions relating to the Minutes and adoption of the minutes of the meeting held on 26th September 2022 were taken at the postponed full Council meeting held on 3rd October 2022. Cllr Richardson explained that minutes for this committee were taken from two months prior to allow opportunity for the committee to approve the minutes of the previous month’s meeting minutes held in October. Therefore, the minutes of October meeting will be adopted at the next full Council meeting on 19th December 2022.



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C/175/22 - Planning and Infrastructure Committee: Minutes of 10th October 2022 were adopted by Council as proposed by Cllr Fraser, seconded by Cllr Hensey and agreed by all present.

C/176/22 - Planning and Infrastructure Committee: Minutes of 24th October 2022 were adopted by Council as proposed by Cllr Hensey, seconded by Cllr Fraser and agreed by all present.

C/177/22 -- Community and Environment Committee: Minutes of 24th October 2022 were adopted by Council as proposed by Cllr Sutton, seconded by Cllr Lintott and agreed by all present.

C/178/22 - MTC Civility and Respect Pledge: Following a discussion, it was agreed this 'Pledge' would be adopted by the Council as proposed by Cllr Yeo, seconded by Cllr Smallman and agreed by all present.

Action: The Clerk to lodge adoption of the pledge with West Sussex Association of Local Councils.

C/179/22 – Review of Financial Regulations and Standing Orders: The Clerk explained she wished to further check if any changes had been made to the Financial Regulations since the last review and the Chairman therefore requested that these were included on the forthcoming Finance, Asset and Policy Committee.

Action: The Clerk to include the review of Financial Regulation on the next Finance, Asset and Policy Committee agenda.

With regards to the review of the Standing Orders, the Clerk explained that section 18 Financial Controls and Procurement within the orders had been revised to remove guidance in relation to the European Commission.

Adoption of the revised Standing Orders was proposed by the Chairman, seconded by Cllr Smallman, and agreed by all present.

Action: The Clerk to ensure the Standing Orders are update on the Council's website.

C/180/22 – Update and Future of Lilac Cottage – The Chairman explained that in regard to the loan, further information had been requested by the Department of Levelling-Up, Housing and Communities, which had been forwarded. The Department had also requested a survey be undertaken in relation the proposed increase in the precept, to support the loan and information regarding plans for the cottage placed on social media, the Chairman confirmed both of these actions had been undertaken. A discussion took place regarding the surveys. Cllr Richardson,



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Chairman of Finance, Asset and Policy Committee requested a working copy of the current budget.

Action: The Clerk to forward the current working copy of the budget for 2023-24 to Cllr Richardson.

C/181/22 – Review of outstanding actions: None

C/182/22 - Reports from Outside Meetings: Cllr Coote reported that he had attending the Community Bus (Yellow Bus) AGM which was well attended. The Community Bus had experienced difficulties during the pandemic but was now forwarding looking and the situation had much improved.

C/183/22 - Matters of Report:

- Cllr Fraser reminded Cllrs that the Light-up Show at Cowdray would be opened next week with a preview evening for invited guest at 5.00pm to 7.00pm on Wednesday 30th November 2022. *The Clerk had forwarded the electronic invitation to Councillors.*
- The Chairman confirmed an update had recently been received from the Vision project, and this would be forwarded to Councillors.

Action: The Clerk to forward the Vision update to Councillors.

- The Clerk confirmed that Grace Church had been able to provide volunteers to support the Santa's Grotto at the Christmas Street Party on 2nd December 2022.

C/166/22 Date of Next Meeting – Monday 19th December 2022 at 7pm.

The meeting ended at 7.48pm.

Signed..... Dated.....

Chairman