

PULBOROUGH PARISH COUNCIL

**Minutes of the Finance and Governance Committee held at the United Reformed Church,
82 Lower Street, Pulborough, RH20 2DW on Monday 17th November at 6:00pm.**

Councillors present: Cllrs. Lauren Bailey, Paul Clarke (Committee Chair, Sharon Curd (Chair of the Parish Council), Ruth Court, Elizabeth Hunt.

Officers: Oliver Last (Clerk)

Members of the Public: None

The Chair welcomed all present and read out the safety instructions.

1. Apologies for Absence

Apologies were received from Cllr Jonathan Campbell and Cllr Andrada Labuschagne

2. Declarations of Interest and Changes to Register of Interests

There were no declarations of interest.

3. Minutes

To was **resolved** to approve the minutes of the meeting held on Monday [06th October 2025](#) with a minor change of the spelling of Brinsbury.

4. Public Speaking

There were no public speakers.

5. Pantry

The Clerk gave an update on the license and the money in the Pantry Account.

It was **resolved** to agree to the updated license and proceed with the handover of the finance at a cost of £9360.66 and to have the handover before 1st January 2026.

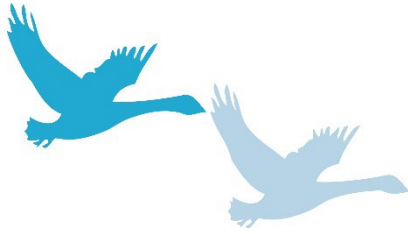
6. HDC Community Asset Transfer

The Clerk updated the committee explaining that he had sent HDC the Parish Council's wishes to formally register its interest in the possible transfer of some of the assets listed but to note that any final decision will be subject to a formal resolution by the Council, once we have had the opportunity to review all relevant information.

It was **resolved** to acknowledge the update.

7. Transfer of land

We have been in touch with Action in Rural Sussex and visited some tiny houses to assess their suitability as an option. We hope to establish our PCLT soon and we have



also contacted HDC regarding potential planning control for the area. We are waiting for response from the solicitor about the land handover.

It was **resolved** to acknowledge the update.

8. New Place Nurseries DC/21/2321.

The Section 106 for the New Place Nurseries development was discussed highlighting the associated assets that have been listed in the document to be handed to the Parish Council and the maintenance fund associated with them.

The Chair brought attention to the fact that once the assets are offered, there is a short period of time to decide if the Parish Council will take them and therefore the need to start making decisions should start now. 1st meeting in January for New Place Farm.

It was **resolved** to propose to Full Council to take on the assets.

9. Allotment costs

The Clerk updated the committee about the confusion of the costs given.

Cllr Lauren Bailey specified an interest and did not vote.

It was **resolved** to approve the proposed cost increase

10. Change of office

The Chair gave an update explaining the issues with the current office setup, with a lack of space for new staff and no designated meeting area. A discussion was had about the potential uses of the different rooms and areas.

It was **resolved** to continue to explore this option and arrange a meeting with Cllr Curd and the Clerk at the village hall.

11. To discuss SIDs in Nutbourne

The Chair explained that there were two different groups in Nutbourne area requesting SIDs. One along The Street and Stream Lane of 20mph.

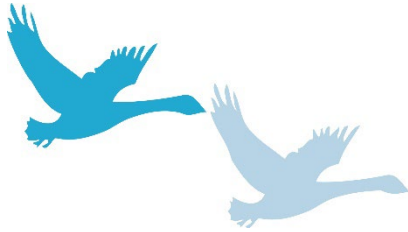
It was **resolved** that the Clerk would contact Fittleworth to enquire about the costs involved in moving the SIDs.

12. YTD Budget

Members reviewed the YTD Budget report, as required by Financial Regulations and the Council's Risk Management Policy, and noted the current financial position.

13. 2026/27 budget and precept

Members reviewed the draft budget for the forthcoming financial year as presented by the Clerk/RFO. The Council considered proposed income and expenditure across all budget headings, discussed any anticipated changes, and identified priorities for the



year ahead. The draft budget was received and noted, with members invited to provide further comments ahead of final approval.

Following the review of the draft budget, members discussed the impact of the proposed figures on the precept requirement for the next financial year. The Council considered whether the draft budget would necessitate an increase, decrease, or maintenance of the current precept level, ensuring that the precept set would be sufficient to meet the Council's planned activities and obligations.

It was **resolved** to take this to Full Council.

14. Payments

There were no payments to be authorised.

The meeting ended at 19:36