

HUSBORNE CRAWLEY PARISH COUNCIL

Clerk: Mrs Amy Hayes
07920 836856

The Husborne Crawley Full Parish Council meeting will be held in The Reading Room, Husborne Crawley on Wednesday 15th January 2025 starting at 8pm.

FULL PARISH COUNCIL MEETING MINUTES

1763. Chairman announcements

1764. Parish Councilor Vacancies / Co-option of new Councilors. *2 members of the public have applied to the Clerk and checks completed. The council voted unanimously for them to join. Resolved that Peter George and Rob Halam signed a declaration of acceptance now joining the meeting from this point. Carried.*

1765. Apologies *none*.

1766. Declaration of members interests *none*.

1767. Open Forum

- a) Planning enforcement at The White Horse Pub, still awaiting update from planning officer. The parking restriction have had an impact on the school, could the landlord waiver the parking restrictions in school drop off and pick up windows.
- b) Recent cabling work carried out lead to path being re-laid which has given a much needed refresh along School Lane.

1768. To accept Minutes from previous meeting *Cllr Hopper, resolved that these minutes be agreed as a true and accurate record of the proceedings and be duly signed by the chair. Carried.*

1769. Finance:

- a) Review and agree FY25/26 Budget
 - i. *Budget was reviewed and discussed line by line. Proposed Cllr Hopper/ Unanimous. Resolved to approve the 2025-2026 budget as amended. Carried.*
- b) Review and agree FY25/26 Precept
 - i. *The Clerk and Councilors reviewed 2025-2026 precept options and based upon the approved budget discussed and the impact on both general and earmarked reserves. Proposed Cllr Hopper/Seconded Cllr Unanimous. Resolved to approve and to set a precept of £6,233 which equates to Band D Council Tax charge of £55.16. Carried.*
- c) To receive 2023-2024 financial summary.
 - i. *This was reviewed and agreed.*
- d) To review Asset Register.
 - i. *This was reviewed and agreed.*
- e) To receive Internal Auditor Report.

- i. *The internal auditors report was circulated prior to the meeting for review, there were no questions arising from it. The Clerk will ensure the IA action plan is on the agenda monthly to review progress.*
- f) To complete Form 2 – Certificate of Exemption AGAR 2023/24 for submission to the External Auditor.
 - i. *The Chair read all the statements of That Form 2, of the Accounting Governance and Annual Return 2023/24 and statements were all agreed. It was RESOLVED That Form 2, The Annual Governance Statement 2023/24, of the Accounting Governance and Annual Return 2023/24 be completed as above and signed by the Chair and Clerk. The clerk to display this on the website and to send to the external auditor.*
- g) To approve Section 1 – Accounting Statements 2023/24 as presented by the Clerk and RFO for submission to the External Auditor. *To be signed by the Chair and Clerk.*
 - i. *The Chair read all the statements of That Section 1, The Annual Governance Statement 2023/24, of the Accounting Governance and Annual Return 2023/24 and statements one to eight were all agreed. It was agreed that statements 1, 2, 3, 4, 5, 7 and 8 are answered 'no'. It was RESOLVED That Section 1, The Annual Governance Statement 2023/24, of the Accounting Governance and Annual Return 2023/24 be completed as above and signed by the Chair and Clerk. The clerk displays this on the website and to send to the external auditor.*
- h) To receive details of the dates set for the exercise of public rights to inspect AGPC accounts.
 - i. *It was agreed the period for the exercise of public rights for the accounts ended 31st March 2024 will be between Thursday 16th January and Tuesday 25th February 2025. The clerk displays the notice on the noticeboards.*
- i) To consider HCPC insurance renewal due on 1st June 2024.
 - i. *Insurance quotes were compared, and it was agreed unanimously to renew with Zurich. Resolved that the Clerk to renew on a 1-year contract with Zurich and authorized for payment by Councilor Hopper and The Clerk for £378. Carried.*
- j) To approve standing orders and direct debit payments for financial year 2024-2025. *None.*
- k) To review and approve bank statements. *Reviewed and approved.*
- l) To receive and approve bank reconciliation. *Reviewed and approved.*
- m) Orders for the payment of money. A schedule of payments will be distributed at the meeting for approval and authorisation.
 - i. *Proposed Cllr Hopper/ Cllr Hallam resolved the schedule of payments as presented be approved and authorised for payment by Councilor Hopper and The Clerk. Carried. Appendix 1.*

1770. To consider Matters arising

- a) *Average speed cameras – how can we get some?*
- b) *Create an accident log for the past 10 years*
- c) *Organize a Parish meeting for surrounding villages*
- d) *HGV's – police need to step up and stop them cutting through HC. When they have done this in the past the companies stop cutting through.*
- e) *Prologis Park – if feedback is positive HCPC would make a donation but want no liability and would only be a one-off donation.*

1771. To accept Reports. *none.*

1772. To accept correspondence / planning. *none.*

CLOSE

Appendix 1.

Payments for authorisation		
Clerk Pay	May	£74.16
Clerk Pay	June	£92.88
Clerk Pay	July	£139.68
Clerk Pay	August	£92.88
Clerk Pay	September	£158.40
Clerk Pay	October	£130.32
Clerk Pay	November	£158.40
Clerk Pay	December	£130.32
HC Reading Room	12 Nov November meeting (RI-433722)	£10.00
Clear Council Insurance	Annual Insurance	£378.00
Clerk Pay	January	£337.56
Lizzie Barnicoat	Internal auditor	£75.00