



Nuthurst Parish Council

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West Sussex

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You are hereby summoned to attend the Parish Council Meeting of the Nuthurst Parish Council that will take place on Wednesday 19th November 2025 commencing at 7:30pm at Mannings Heath Village Hall. [click here](#).

Cllrs: Mr D Cotton (Chair), Mr C Kenny (Vice Chair), Mrs S Newell, Mrs V Court, Mr S Catterall, Mr W Bayley.
Lisa Wilcock, Clerk to the Parish Council, 13th November 2025.

AGENDA

1. Attendance and Apologies for Absence

To **receive** and approve apologies for absence from councillors.

2. Declarations of Interest

To **receive** any declarations of interest as defined under the Localism Act 2011 and the Parish Council Code of Conduct, and consider any requests for dispensations.

3. Chairman's Announcements

To **receive** any announcements or items for information which the Chairman wishes to bring to the attention of the Council.

(Note: No decisions can be made under this item – for information only)

4. Public Session

To **receive** comments from members of the public on items on the agenda.

(Individual comments must not exceed 2 minutes. After this session, the public may remain but cannot participate further.)

5. Minutes of the Previous Meeting

To **approve** the minutes of the Parish Council meeting held on 15th October 2025.

6. Co-option of New Councillors

- a) To **consider** applications for co-option to fill 2 of the casual vacancies on the Council.
- b) To **resolve** on the appointment of the new councillors.

7. Finance

- a) To **approve** bank reconciliation for October 2025.
- b) To **approve** bank transactions for October 2025.
- c) To **note** the Budget monthly statement YTD.
- d) To **approve** the schedule of payments for November (to follow).
- e) To **consider** and **discuss** the Budget FY26/27 to set the Precept (deadline 26th January 2026.)

8. Assertion 10

To **adopt updated policies**: Following the review, Council is asked to **adopt the following updated and/or new policies**, which have been prepared in line with **NALC and ICO model documents** to ensure compliance with current legislation and good governance principles:

- a) IT Policy (NALC model)
- b) Data Protection Policy (NALC model)
- c) Accessibility Statement (NALC model)
- d) ICO Publication Scheme (ICO model)
- e) Data Protection and Information Security Training Policy (NALC model)

9. Reports from Other Authorities

- a) County Councillor Nigel Jupp
- b) District Councillor Dennis Livingstone

10. Speed Watch

To **consider** how to address the issue of speeding traffic through Copsale, Sedgwick and Maplehurst areas.

11. Open Spaces Committee

a) Emergency and Resilience Audit (OS0031-25/26)

To **agree** on who will edit the audit template for Council consideration in January 2026.

b) Bus Service (OS045-25/26)

To **note** the meeting with AiRS to discuss the Bus Survey preparation and consider the options.

AiRS quotation attached.

12. Planning Applications

The Parish Council is requested to consider the following planning applications currently open for comment, and to consider any applications that **may be received subsequent to the publication of this agenda**.

a) DC/25/1660 Hazelmere Sedgwick Lane Horsham West Sussex RH13 6QE

[Installation of two front dormers.](#)

b) DC/25/1775 Sedgwick Castle House Broadwater Lane Copsale West Sussex

[Variation of Condition 1 of previously approved application DC/25/0630 \(Erection of a detached garage\) to add new fenestration and an external staircase so that the first floor may be used for a home office and gym.](#)

c) TOWN AND COUNTRY PLANNING ACT 1990 APPEAL UNDER SECTION 78

Planning Inspectorate Reference: APP/Z3825/W/25/3374889 **Horsham District Council Reference:**

DC/25/1096 **Name of Appellant(s):** Mr and Mrs R Sherwood

Description of Application: Construction of a two storey dwelling with attached double garage.

Site at: Ghyll House Farm, Recadera Stud Broadwater Lane Copsale West Sussex RH13 6QW

Please note that comments already submitted will be considered as part of the appeal. Unless the Parish Council has additional information to provide, there is no need to submit a further response.

13. Playground Report

- a) To **accept** the playground report.
- b) To **carry** the quotations for fence improvements to January 2026 meeting.

14. Website

To **approve** the new website in line with the Public Sector Bodies (Websites and Mobile Applications) (Accessibility) Regulations and the Web Content Accessibility Guidelines (WCAG). *To follow.*

15. Items for the Next Agenda

To **receive** suggestions from Members for inclusion on the next Council agenda.

Members are invited to propose items for consideration at the next meeting of the Council.

This provides an opportunity to raise new matters, emerging issues, or ongoing projects that require formal discussion or decision-making.

16. Date of the Next Meeting - Wednesday 21st January 2026 note the council do not hold a meeting in December. To note the revised meeting dates of the Council up to **April 2026**.

Circulation: All Parish Councillors

Members of the public should be aware that attendance at this meeting will be deemed as consent to being recorded (photographed, filmed, or audio recorded) by any person present.