

Parish Clerk
The Parish Office, the Triangle
Willingdon
East Sussex BN209PJ



Office Hours 9 am to 1 pm
Monday to Friday

Telephone : 01323 489603
email: nicola.williamson@
willingdonandjevingtonparishcouncil.co.uk

www.willingdonandjevington.org.uk

To the Chair and all Members of **Willingdon and Jevington Parish Council**:

Parish Council Members are summoned to a meeting of the **FULL COUNCIL** to be held on
Monday 17th March 2025 at 7.30pm
At the Willingdon Community Hub Library ,Coppice Avenue, Willingdon.

Signed: *N. Williamson*

12th March 2025

Nicola Williamson (Parish Clerk to Willingdon and Jevington Parish Council)

The public have a right and are welcome to attend.

The press and public are reminded that they must remain silent when the meeting is in progress in accordance with the Public Bodies (Admission to Meetings) Act, 1960. Meetings may be recorded in line with the protocol agreed by the Parish Council (copies available on request).

AGENDA

1. Apologies, Councillors not present and notification of substitutes.
2. To accept the minutes from the Parish Council Meeting held on 13th January 2025.
3. Declarations of interest: To receive notices of declaration, personal and prejudicial, in respect of items on this agenda.
4. Public question time.
This item shall last no more than 15 minutes or at the Chair's discretion, and no one contribution shall last more than 3 minutes.
5. Report of Parish Council Chair and questions from Members.
6. Report of Parish Clerk and questions from Members.
7. Reports of County and District Councillors and questions from Members.
8. Questions to Committee Chairs and minutes for adoption by Full Council.
 - i) Events – Cllr F Pritchett, Minutes of 27th January 2025.
 - ii) Finance and General Purposes - Cllr Gleeson, Minutes of 10th February 2025.
 - iii) Planning – Cllr F Pritchett, Minutes of 13th January 2025, 27th January and 17th February 2025.
 - iv) Recreation – Cllr Nisbet, Minutes of 17th February 2025.

9. Reports of Parish Council Representatives.

- i) WDALC.
- ii) Polegate Windmill Trust.
- iii) Willingdon Memorial Hall.
- iv) Wannock Hall.
- v) Jevington Village Hall & Sports Club.
- vi) Library Charity Group Report.
- vii) Tree Warden.
- viii) Cuckmere Community Bus.

10. Recommendations from the Finance and General Purposes Committee 10th February 2025.

- i) Review of Council Policies.
- ii) Reconciliation for November and December 2024.
- iii) November and December 2024 Payment Lists.

11. Finance Update.

- i) Income and Expenditure to date.
- ii) CIL allocations.
- iii) Earmarked Reserves.

12. Annual Parish Meeting.

- i) Speakers.

13. Sussex and Brighton devolution consultation.

14. Business Plan Sub -Committee.

- i) Draft Business Plan.
- ii) Minutes of the Business Plan Sub-Committee meeting 3rd February 2025.

14. Risk management – to consider the effects (if any) arising from items on the agenda.

15. Urgent items – for noting or referral to next agenda for Full Council or appropriate committee/sub-committee.

16. Date of Next meeting – Monday Tuesday 6th May 2025.



Willingdon and Jevington Parish Council Meeting

The minutes of the Meeting of the **Parish Council** held on **Monday 13th January 2025**

At The Willingdon Community Hub Library, Coppice Avenue, Willingdon.

Present: Cllrs John Pritchett BEM (Chair), Ben Clennell (BC), Martin Cooper (MC), Sally Morris (SM), Christine Payne MBE (CP), Fran Pritchett (FP), Ruth Sheppard (RS), Daniel Shing (DS), Stephen Shing (SS), Ryan Weedon (RW).

In attendance: Nicola Williamson (NW) (Parish Clerk).

Item	Subject	Action By
PC25/69	<u>Apologies and Councillors Not Present</u> There were apologies from Cllr Howard Coote who was unwell. There were apologies from Cllr Helen Coote who was unable to attend due to family illness. There were apologies from Cllr Jim Gleeson who was away. There were apologies from Cllr Ian Nisbet who was away. There were apologies from Cllr Andy Watkins who was unwell. These were NOTED and ACCEPTED .	
PC25/70	<u>To accept and adopt the minutes of the Annual Council meeting held on Monday 7th October 2024</u> RESOLVED: To accept and adopt the minutes of the Full Council meeting held on Monday 7 th October 2024. These were signed by Cllr John Pritchett BEM (Chair) as a true and correct record. Cllr Payne MBE enquired if the ownership at the pipe outlet at the Soakaway had been agreed by ESCC. NW reported that a map had been sent to Cllr S Shing who would investigate the matter and report back to the PC.	NW/SS
PC25/71	<u>Declaration of Interests</u> Cllr Weedon declared an interest in C25/79 (iv) and declined to vote.	
PC25/72	<u>Public question time – to deal with any questions received from members of the public relating to items on this agenda</u> There were no members of public present.	
PC25/73	<u>Report of the Council Chair and questions from Members</u> The report was NOTED and there were no questions from the Members.	
PC25/74	<u>Report of the Parish Clerk and questions from Members</u> The Clerk's report was NOTED which was previously circulated. Cllr Payne MBE asked if there were any updates on the ownership of the bridge at Jubilee	

	Gardens. NW reported that ESCC have not had any further updates, but NW will chase this up. Cllr Clennell reported that some residents of Green Lane were carrying out road repairs.	NW
PC25/75	<u>Reports from County and District Councillors and questions from Members</u> The report was NOTED which was previously circulated. Cllr Cooper asked Cllr S Shing if there were anymore updates on WDC and the NHS deciding which site was to be used for the Medical Centre, either Hindsland or Mornings Mill Farm Developments. Cllr S Shing reported there is to be a six-month consultation period and WDC will go for the best price. Cllr J Pritchett BEM asked for an update and advice about the devolution and local government reorganisation. Cllr S Shing reported that ESCC held a Full Council meeting last week about postponing the elections until 2026 and this was passed. Cllrs S & D Shing voted against this. They confirmed that the ESCC was committed to developing a proposal for unitary government in East Sussex. Cllr J Pritchett BEM thanked Cllrs D & S Shing for their reports.	
PC25/76	<u>Questions to Committee Chairs and minutes for adoption by Full Council</u> <u>RESOLVED: Members AGREED the ADOPTION of the following minutes:</u> i) Amenities – Cllr Payne, Minutes of 25th November 2024. ii) Cemetery – Cllr Cooper, Minutes of 11th November 2024. Cllr Cooper reported to the Members of an ongoing complaint from Cemetery user, Cllr Cooper, NW and John Hesse (SLS) were having a meeting with the complainant on 15th January to resolve the situation. iii) Events – Cllr F Pritchett (Vice-Chair), Minutes of 11th December 2024. Cllr F Pritchett reported that all the Remembrance Services were well attended and the Christmas Carol Evening went well too. iv) Finance & General Purposes – Cllr J Pritchett (Vice-Chair), Minutes of 9th December 2024. Cllr C Payne MBE asked for the proposed bonus under FGP24/54 Item 3 to be voted on and ratified. Cllr Payne MBE proposed and Cllr J Pritchett BEM seconded it and it was passed unanimously. <i>*8pm Cllr D Shing left the meeting*</i> v) Planning – Cllr F Pritchett, Minutes of 30th September, 21st October, 11th November, 2nd December and 23rd December 2024. <i>*8.05pm Cllr S Shing left the meeting*</i> vi) Recreation – Cllr Weedon (Vice-Chair), Minutes of 4th November 2024.	
PC25/77	<u>Reports of Parish Council Representatives</u> i) WDALC – Cllr Cooper reported there would be a meeting on Wednesday 15th January. If any Members had any questions, please let him know. <i>*8.10pm Cllr R Sheppard arrived at the meeting*</i> ii) Willingdon/Polegate Windmill Trust - Cllr Weedon had provided a report which had previously been circulated to the Members. Cllr Clennell stated that he did not think the windows being replaced were suitable as it was a listed building. Cllr F Pritchett	NW

	thought the Windmill volunteers were doing a really good job of running it, with all the different events they are holding to raise funds. iii) Willingdon Memorial Hall – Cllr Payne MBE reported there had been no meetings at all. There were concerns that if the Hall does not find a new treasurer, the halls future is in jeopardy. iv) Wannock Hall – Cllr Payne MBE suggested that as Cllr F Pritchett is a Trustee of the Hall, maybe Cllr F Pritchett should take over as the PC's representative as she attends all the Trustee meetings. It was AGREED for Cllr F Pritchett to be the PC's representative for the Hall. v) Jevington Village Hall & Sports Club – Cllr Clennell reported that the hall has been busy with bookings of different clubs and the Jevington Residents meeting/quiz night. Cllr Clennell also reported that a resident recently met with James MacCleary MP to ask if he could help with the vehicle speeds on the C40. He wrote to ESCC who responded that there is nothing that will change at this time. vi) Library Charity Group Report – Cllr Nisbet had provided a report which had previously been circulated to the Members. Cllr F Pritchett reported the library is well used. vii) Tree Warden - Cllr Cooper did not have anything to report at this time. viii) Cuckmere Community Bus – Cllr Weedon had provided a report for the Members which had previously been circulated. Cllr Weedon reported that the buses are well used. Cllr Clennell complimented Cllr Weedon on his hard work and Chair J Pritchett BEM thanked Cllr Weedon for his reports.	NW
PC25/78	Recommendations from Finance and General Purposes Committee 9th December 2024 Members NOTED the Clerk's Report i) Review of Council Policies <u>Parish Council Meeting</u> RESOLVED: Members AGREED to ADOPT the Parish Council Meeting Policy. <u>Annual Leave Policy</u> RESOLVED: Members AGREED to ADOPT the Annual Leave Policy. <u>Equality and Diversity Policy</u> RESOLVED: Members AGREED to ADOPT the Equality and Diversity Policy. ii) <u>Reconciliation for August, September and October 2024</u> RESOLVED: Members AGREED to APPROVE the reconciliation for August, September and October 2024. NW reported that Cllrs Cooper and Nisbet have completed the Council reconciliation checks satisfactorily. iii) <u>September Payment List totalling £38,312.67 for agreement</u> RESOLVED: Members AGREED to APPROVE the April Payment List totalling £38,312.67.	

	<u>October Payment List totalling £28,323.97 for agreement</u> RESOLVED: Members AGREED to APPROVE the April Payment List totalling £28,323.97. iv) To Note the conclusion of the External Audit 2023 – 2024. RESOLVED: To NOTE the conclusion of the External Audit 2023 – 2024. v) To Note the internal Audit report and the content of the external auditor's report for 2024 – 2025. RESOLVED: To NOTE the internal Audit and the contents of the external auditor's report for 2024-2025. vi) To Agree and Adopt the Administration Budget for the Financial Year 25 – 26. It was RESOLVED to ADOPT the Administration Budget. vii) To Agree and Adopt the Amenities Budget for the Financial Year 25 – 26. It was RESOLVED to ADOPT the Amenities Budget. viii) To Agree and Adopt the Cemetery Budget for the Financial Year 25 – 26. It was RESOLVED to ADOPT the Cemeteries Budget. ix) To Agree and Adopt the Events Budget for the Financial Year 25 – 26. It was RESOLVED to ADOPT the Events Budget. x) To Agree and Adopt the Recreation Budget for the Financial Year 25 – 26. It was RESOLVED to ADOPT the Recreation Budget.	
PC25/79	Finance Update The Clerk's report was NOTED. i) To note the report from the Responsible Finance Officer The report from Andy Beams the Responsible Finance Officer was NOTED. Members thanked Andy Beams for his hard work and his comprehensive report. ii) To Agree to set the Precept for 2025 – 2026 Members had a discussion and unanimously AGREED to raise the precept by 25p per week. This will equate to £12 per year. iii) Income and Expenditure to date This was NOTED. iv) Willingdon/Polegate Windmill – Grant Application Members NOTED the grant application and information that had previously been circulated. Members AGREED to award the Willingdon/Polegate Windmill a grant of £500.	<u>NW</u>
PC25/80	Annual Parish Meeting and meeting schedule i) To agree the date and arrangements The date AGREED was for Tuesday 22nd April 20-25 at 7pm in the Trinity Church Hall.	<u>NW</u>

	ii) Ideas for a speaker It was AGREED to ask James MacCleary MP or Jo Shiner the Chief Constable of Sussex Police. iii) To agree the amended meeting schedule The amended meeting schedule was AGREED. iv) Annual Council Meeting 6th May 2025. This was NOTED.	
PC25/81	<u>Risk management – to consider the effects (if any) arising from items on the agenda</u> Potential threats being made to Councillors.	
PC25/82	<u>Urgent items – for noting or referral to next agenda for Full Council or appropriate committee/sub-Committee</u> Cllr Sheppard reported that there has been more anti-social behaviour on the Meadowburne Estate including vandalism of one the attenuation ponds, with the wooden fencing being pulled down. Police have been notified.	
PC25/83	The next meeting would be on Monday 17th March 2025.	<u>NW</u>

Meeting ended at 9.00 pm.

Signed..... (Committee Chair)

Date.....

CHAIR'S REPORT FOR FULL COUNCIL MEETING 17 MARCH 2025

The following is my Chair's Report following my last one of 13 January. I hope everyone has been keeping well and avoided the winter colds and coughs that seem to have been doing the rounds.

On **22 January** the Clerk and I attended an ESALC Zoom Planning meeting which was to help Councils put together responses to large and small planning applications which seem to be on the increase as the Government change the Planning rules. We found that to our delight, we were following all recommended procedures anyway so not much new information to assimilate.

Frances and I attended our Parish Church of St Mary's Pantomime which this year was Goldilocks and the Three Bears in the Willingdon Memorial Hall. It was interesting as the last time this particular Pantomime was performed, Fran played the part of Mother Bear and I was the Stage Manager! It was as usual an excellent production with lots of fun and laughter enjoyed by all who attended.

On **25 January** we were pleased to have been invited by the Mayor of Polegate to attend the Polegate Pantomime Sleeping Beauty. As ever it was a very enjoyable production with lots of local Mayors and Chair's of Councils present. Polegate have a Drama Group who perform many shows throughout the year.

On **27 January** Andy Watkins, Stephen Shing, Nicola our Clerk and I attended the SLR meeting in our Council Office. We were able to raise several pertinent points that related to the County Council which were yet to be completed. I am now pleased to be able to report that at long last the hedges in our Parish have been cut making it look much tidier. I have been asking for this hedge to be cut since November and to make sure it would be before the bird nesting season.

On **3 February** I met with the other members of the Business Plan Sub Committee Councillors Ian Nisbet and Christine Payne to update our Business Plan which will go to Full Council for ratification.

On **11 February** the Large Development Sub Committee met in the Parish Office to discuss and agree a response to Tarn on their Reserved Matters Application regarding in particular the hedgerows and trees and the proposed variations to the 1066 footpath. Thankfully the proposed variation to the 1066 footpath was very minor and we couldn't see that there would be a problem with that.

I would like to add that on our return from holiday, we were very sad to learn of the death of former Willingdon Councillor and one-time Chair of Council, Tony Seabrook. I have telephoned Maureen to give our condolences. Our children went to school together so we have known both Maureen and Tony a very long time. The funeral is taking place on 17 March for any other Councillors who would like, along with us, to attend at St Mary the Virgin Parish Church, Church Street at 1.30pm.

Many thanks as always to Nicola, our Clerk, for keeping abreast of everything in my absence in her usual very efficient manner.

Cllr John Pritchett BEM
Chair



Parish Clerk's Update to Full Council Monday 17th March 2025

Agenda Item 7.

Committee	Resolution	Update
Amenities	Lower Willingdon sign	A flower trough will be installed by SLS in the springtime, when all the parish troughs are installed.
Amenities	Triangle Garden	Spring/Summer planted will take place early May.
Amenities	Meadowburne Place Noticeboards	These will be installed once all building work has been completed.
Amenities	Bridge at the Triangle Licence	No updates yet.
Amenities	Graffiti in the Subway	Dave Miles has recently painted a small amount of graffiti in the Subway. It has not been as severe as previous instances.
Amenities	New Noticeboard	A new noticeboard has been installed at Wannock Village Hall.
Amenities	Meadowburne Allotments	A tentative date of December 2025 has been given for the allotments to be transferred to the PC.
Cemetery	New path by new ashes section	Hailsham Roadways will be conducting these works. Date to be scheduled.
Cemetery	Roadway repair works	Hailsham Roadways will be conducting these works. Date to be scheduled.
Cemetery	Additional Cemetery Land	The PC are in talks with EBC estates department, who are looking into restrictive covenants on land.
Events	Litter Pick Day	This will be on Saturday 29 th March 2025 10am -Noon.
Events	Parish Walk	This will be on Sunday 11 th May 2025 leaving the office at 2pm going across Mornings Mill Farm and around the Meadowburne Estate. Refreshments in the office afterwards.
Events	Music in the Park 2025	This will be Sunday 2 nd June 2025 11.30 – 4.30pm.
Events	80 th VE Anniversary of D- Day Beacon Lighting 2025	This will be on Thursday 6 th May 2025 at 9.30 pm at Butts Brow.
F & GP	Newsletter	The next newsletter will be in March time. Any items to go in the newsletter, let the office know.
F & GP	Business Plan Sub-Committee	This Sub-Committee met in January to update the Business Plan, which is on the FC agenda.
F & GP	CIL Sub-Committee	This Sub-Committee met twice in the last year to update the CIL allocations.
F & GP	Governance Sub-Committee	This Sub-Committee met in May to discuss the DC Boundary review which has now been postponed.
Planning	The Hindsland Development	Following a recent zoom meeting with Vistry, they have advised that the all the building works will be completed by the end of the year. The first residents scheduled to move in at the beginning of May.

Planning	Mornings Mill Farm	Tarn Developments have not yet provided the PC with plans for the Community Building, Pavilion and Sports Ground. NW seeking legal guidance and advice on this matter.
Recreation	Huggett's Lane Recreation Ground Fence Repairs	These works were completed, the netting has now been taken down due to most neighbours preferring just the fencing.
Recreation	Meadowburne Pavilion	Date still to be confirmed to start the building works. Proposed photoshoot for 20 th March 25 has been postponed, awaiting new date.



Parish Clerk
The Parish Office
The Triangle
Willingdon
East Sussex BN20 9PJ

www.willingdonandjevington.org.uk

Office Hours 9 am to 1 pm

Monday to Friday

Telephone: 01323 489603
email: Nicola.williamson@
willingdonandjevingtonparishcouncil.co.uk

The minutes of the **EVENTS COMMITTEE** meeting
held on **Monday 27th January 2025**
At Willingdon Community Hub Library, Coppice Avenue at 7.30 pm.

Present: Cllrs Fran Pritchett (FP) (Vice-Chair), Martin Cooper (MC), John Pritchett BEM (JP), Ruth Shepard (RS).

In Attendance: Nicola Williamson (NW) Parish Clerk, Colleen Budd (CB) Admin Assistant.

<u>Item</u>	<u>Subject</u>	<u>Action By</u>
<u>E25/01</u>	<u>Apologies, Councillors not present and notifications of substitutes</u> There were apologies from Cllr Howard Coote who was unwell. There were apologies from Cllr Jim Gleeson who had a work commitment. There were apologies from Cllr Ian Nisbet who was unwell. Cllr Weedon did not attend. These were NOTED and ACCEPTED .	
<u>E25/02</u>	<u>To accept the minutes from the meeting held on 25th November 2024</u> RESOLVED: To accept the minutes of 25 th November 2024 as an accurate and true record, and these were signed by Cllr F Pritchett (Vice-Chair).	
<u>E25/03</u>	<u>Declarations of interest</u> None.	
<u>E25/04</u>	<u>Public Question Time</u> There were no members of the public attending.	
<u>E25/05</u>	<u>Christmas Carol Evening 2024 - Feedback</u> Members NOTED the Clerk's previously circulated report. Good feedback from residents and people involved with the evening. Cllr F Pritchett it was the best turn out to date. Cllr F Pritchett wanted to thank Cllr Clennell for doing such an excellent job being Father Christmas. Willingdon Primary School would like to sing again this Christmas. British Queen donated £50. Residents have been happy with the new Christmas lights this year. Raj from the shop at Farmlands Way has asked for a Merry Christmas sign which is around £400, Members AGREED for NW to arrange.	NW

<u>E25/06</u>	<u>Litter Pick Day</u> Members <u>NOTED</u> the Clerk's previously circulated report. This will be Saturday 29th March 2025 at 10am. Posters will be put up middle of February and CB has started advertising the event on the website and Facebook. Cllr F Pritchett thought it a good idea to notify the schools of this event. CB/NW to investigate the possibility of a Keep Britain/Willingdon Tidy event where maybe Willingdon Primary School can design the poster and Cllr J Pritchett can present a prize to the winner out of his honorarium allowance.	CB NW/CB
<u>E25/07</u>	<u>Annual Parish Walk</u> This will be Sunday 11th May 2025 at 2pm and advertising this event will start nearer the time. Cllr Cooper will be leading the walk which will take place around the new Meadowburne Place. Refreshments will be served in the office after the walk.	
<u>E25/08</u>	<u>Music in the Park 2025</u> Members <u>NOTED</u> the Clerk's previously circulated report. This will be held on Sunday 1st June 11.30am until 4.30pm. Two charities this year are Chestnut Tree House and Wildlife Rescue and Ambulance Service. Both charities to be invited to have a stall at MITP this year. Cllr cooper to have his usual gazebo. Letters are currently being sent out for Raffle prizes, Stallholders and Sponsorship letters. Con Brio, Jade Powers booked so far. CB in the process of contacting bands and organisations to see if they would like to perform for us. Fairground, Ice cream, Scouts Burger Tent and the British Queen Beer Tent have been booked. Stallholders have started to book their places. NW to invite Anthony and Linda Lamb to help as they expressed an interest last year.	CB CB NW
<u>E25/09</u>	<u>Budgetary Controls</u> a) <u>Income and expenditure year to date</u> Members <u>NOTED</u> the income and expenditure and had no questions.	
<u>E25/10</u>	<u>Risk Management – to consider the effects (if any) arising from items on the agenda</u> Beacon lighting – to ensure the correct safety procedures are in place.	NW
<u>E25/11</u>	<u>Urgent items and items for referral to next agenda</u> Cllr F Pritchett asked if NW could send an official email Farmer Henry Brown to confirm his help for the VE 80th Anniversary beacon lighting on Thursday 8th May 2025. And to also thank him for his continued help and support for all the beacon lightings. Cllr Cooper was pleased that James MacCleary MP was going to be the speaker at this years Annual Parish Meeting. He asked if the office can advertise this well and asked if parishioners only could send in any questions they want to ask the MP before the meeting so the MP was able to get the answers for them at the meeting. NW to advertise this and work the MP's press office to advertise this.	NW NW

<u>E25/12</u>	Date of next meeting – TBC	
----------------------	-----------------------------------	--

Meeting closed at 8.10 pm.

Signed..... Chair

Date.....

Parish Clerk
The Parish Office,
The Triangle
Willingdon



East Sussex BN20 9PJ

Office Hours 9 am to 1 pm

Monday to Friday

Telephone: 01323 489603

Email: nicola.williamson@

willingdonandjevingtonparishcouncil.co.uk

www.willingdonandjevington.org.uk

The minutes of the **FINANCE & GENERAL PURPOSES COMMITTEE**
held on **Monday 10th February 2025** at 7.30pm
At the Willingdon Community Hub Library, Coppice Avenue, Willingdon.

Present: Cllrs John Pritchett BEM (Vice-Chair), Martin Cooper (MC), Ian Nisbet (IN), Christine Payne MBE (CP), Fran Pritchett (FP), Stephen Shing (SS), Ryan Weedon (RW), Andy Watkins (AW).

In Attendance: Nicola Williamson –Parish Clerk (NW).

<u>Item</u>	<u>Subject</u>	<u>Action By</u>
FGP25/01	<u>Apologies, Councillors not present and notification of substitutes</u> There were apologies from Cllr Ben Clennell who had to work. There were apologies from Cllr Howard Coote who was unwell. There were apologies from Cllr Jim Gleeson who had to work. These were NOTED and ACCEPTED .	
FGP25/02	<u>To accept the minutes of the meeting held on Monday 9th December 2024</u> RESOLVED: The minutes of Monday 9 th December were accepted as an accurate record signed by the Cllr John Pritchett BEM (Vice-Chair of F & GP).	
FGP25/03	<u>Declarations of Interest</u> There were no declarations of interest at this point of the meeting.	
FGP25/04	<u>Public Question Time</u> – to deal with any questions received from members of the public relating to items on this agenda. There were no members of the public present.	
FGP25/05	<u>Parish Clerks Report of items not on the agenda</u> The Clerk's previous circulated report was NOTED . Business Plan Sub-Committee – met on Monday 3 rd February to review and update the Business Plan, which will be on the next agenda for consideration. Year End Audit is booked for Thursday 9 th May 25 at 10am, the office will be closed for the audit. Last quarterly Community Toilet Scheme payment of £399.82 has been received.	
FGP25/06	<u>Administrative Matters</u> (i) Property Matters The public conveniences have recently been closed due to minor damage, toilet being blocked and mess being made. A company was called out, cleared the toilet and left it clean, this cost £150. (ii) Website and Social Media Members were reminded that if they want anything added to the website to contact the office. The website is continually kept up to date with current news.	

	(iii) Newsletter The next newsletter is scheduled for Springtime and Members were reminded that if they have any suggestions for inclusion into the newsletter, to contact the office. This will include Events, Planning Development updates especially the Medical Centre. The PC recently put a post on Facebook to see what ideas residents had for sports use of the Mornings Mill Farm planning obligations for giving the Parish Council a Pavilion, Community Centre and sports ground. The PC would like a report put in about the proposed Unitary Council and the PC disappointment at the cancelled elections for 2025.	
FGP25/07	Financial Matters (i) To consider report from Responsible Finance Officer – The RFO had nothing to report currently. (ii) Reconciliation for November and December 2024 for agreement Cllrs Cooper and Nisbet completed the Councillor checks for November and December 2024. This was NOTED by the Members. Cllr F Pritchett thanked Cllr Cooper and Nisbet for carrying out these important financial checks. (iii) September and October Payment Lists for agreement It was RESOLVED to APPROVE the payment list for November 2024 totalling £27,970.03. It was RESOLVED to APPROVE the payment list for December 2024 totalling £29,879.79. (iv) Budgetary Controls – Income and expenditure to date for all committees It was RESOLVED to NOTE the income and expenditure report. Cllr Nisbet enquired why some of the General Maintenance codes were so high and over budget. NW explained that some of the funds were to come out of CIL monies which aren't deducted off the total until the end of the budget year. NW will give a breakdown of any overspends at each meeting. (v) Earmarked and CIL Reserves It was RESOLVED to NOTE the earmarked reserves and CIL report. (vi) Lloyds Bank Account & Bank Accounts Currently the PC have an account with Lloyds Bank with the amount £150,552.50 banked in it. This is not receiving any interest and the PC pays £8.50 per month to keep the money in this account. There are other accounts Lloyds have that the PC could move the funds to and earn some interest instead of paying a monthly fee, which NW had previously circulated to the Members. Cllr Weedon asked why the rates seem low compared to what is in the news. NW reported that this was because it is Business Rates not personal rates. It was AGREED to reinvest the funds for six months at 2.93%. NW reported that Andy Beams would be attending the next Finance & General Purposes, to make sure the PC are earning the best interest on all the bank accounts and re still the best accounts to have. Members discussed the Co-operative Bank current account funds which are quite high and AGREED to move £400,000 to the Co-operative Bank Savings Account.	NW NW NW
FGP25/08	Policing Matters (i) Any Police Updates NW provided the Willingdon and Jevington crime stats from the Sussex Police website. Cllrs were pleased to see that the crime levels have decreased in the last few months. Cllrs agreed it would be good to know exactly what the crimes were.	NW
FGP25/09	Meeting dates 2025/2026 Members AGREED the meeting dates for 2025/2026.	NW

FGP25/10	<u>Annual Parish Meeting 2025</u> Annual Parish Meeting is Tuesday 15 th April 2025 at 7pm in the Trinity Hall, Coppice Avenue. James MacCleary MP will be the speaker. Grants will also be given out and cheques to the two charities from Music in the Park, who were Kent Surrey & Sussex Ambulance and Chalk Farm Learning Disabilities Centre. NW reported that Chief Inspector Mark Evans and/or TC Superintendent Nicholas Dias from the East Sussex Police Division would also be attending. If Cllrs have any questions for James MacCleary MP or the Police Officers please let the Clerk know ahead of the meeting.	<u>NW</u> <u>Cllrs</u>
FGP25/11	<u>Review of Council Policies</u> (i) Co-option Policy It was also noted that as previously agreed by the council, the term 'Chairman' should be replaced by the term 'Chair' throughout the policy. Following these amendments, Members AGREED to RECOMMEND to Full Council to ADOPT the policy. (ii) Compassionate Leave Policy – The Clerk's report was NOTED. It was AGREED to RECOMMEND to Full Council that no changes were required and to ADOPT the policy.	<u>NW</u>
FGP25/12	<u>Personnel Matters – Update on any personnel issues</u> (i) Staffing updates Ewan Johnson who cleans the public conveniences has had an accident that requires a knee operation and has been off sick for the 8 weeks. He is due back to work Monday 10 th February 2025. The Clerk has been covering the cleaning of the public conveniences. NW reported that Colleen had got off to a steady start but was currently off sick.	<u>NW</u> <u>NW</u>
FGP25/13	<u>Strength Lengthening Relationship Sub-Committee</u> (i) <u>Minutes of the SLR Sub-Committee meeting held on 27th January 2025.</u> The minutes had been previously circulated to the Members. Cllr J Pritchett BEM reported that the potholes (reported) outside the British Queen still haven't been repaired and were getting worse. NW said the office will chase this up as a matter of urgency. NW reported that she had emailed ESCC with all the outstanding jobs needed completing to Steph Quinnell ESCC Highways Steward. NW reported a meeting was requested to James Harris ESCC Highways Manager to discuss the HPEMAC, the different Development sites and Foulride Green. ESCC responded this is not practicable as there are different departments dealing with the different items. It was suggested Councillors let the Clerk know any questions for forwarding onto James Harris.	<u>NW</u> <u>NW</u>
FGP25/14	<u>Risk Management – to consider the effects (if any) arising from items on the agenda</u> No matters were raised.	
FGP25/15	<u>Urgent Matters – for noting or referral to the next agenda for Full Council or appropriate committee/sub-committee</u> Cllr Weedon reported some graffiti in the underpass – NW to ask Dave Miles to paint over it asap. Cllr Watkins raised the issue of the recent plans that the government has agreed a proposal from East Sussex County Council and its neighbours for devolution across Sussex. The cancelling of local elections for 2025 and the idea for a mayor for the whole of Sussex. Cllr S Shing reported that he had voted against this at the ESCC meeting where the idea of a unitary authority was voted on and then in favour of it. Members agreed this was very concerning as no one seems to know exactly what this means for residents and for Parish/Town Councils. NW to contact James MacCleary MP to seek his views on this matter.	

FGP25/16	Date of next meeting	
	The next meeting is scheduled for Monday 7 th April 2025.	

Meeting closed at8.40pm.

Signed Committee Chair.....

Date.....

Parish Clerk
The Parish Office,
The Triangle
Willingdon
East Sussex BN20 9PJ



Office Hours 9 am to 1 pm

Monday to Friday

Telephone: 01323 489603
email: Nicola.williamson@

www.willingdonandjevington.org.uk

willingdonandjevingtonparishcouncil.co.uk

The minutes of the **PLANNING, HIGHWAYS AND LICENSING COMMITTEE**

Held on **Monday 13th January 2025 at 7.00 pm.**

At Willingdon Community Hub Library, Coppice Avenue, Willingdon.

Present: Cllrs Fran Pritchett (Chair), Ben Clennell (BC), Sally Morris (SM), John Pritchett BEM (JP),

In Attendance: Nicola Williamson (NW) – Parish Clerk. Cllr Christine Payne MBE (CP).

<u>Item</u>	<u>Subject</u>	<u>Action By</u>
P25/01	<u>Apologies, Councillors not present and notifications of substitutes</u> There were apologies from Cllr Coote who was unwell. There were apologies from Cllr Nisbet who was away. There were apologies from Cllr Watkins who was unwell. Cllr Payne MBE substituted for Cllr Watkins. These were NOTED and ACCEPTED .	
P25/02	<u>The minutes from the meeting held on Monday 23rd December 2024</u> RESOLVED: To accept the minutes of Monday 23rd December 2024 as a true and accurate record, and these were signed by Cllr Fran Pritchett (Chair).	
P25/03	<u>Declaration of interest</u> There were no declarations of interest.	
P25/04	<u>Public Question Time</u> There were no Members of Public present.	
P25/05	<u>Planning applications</u> WD/2024/2880/F – 189 Seven Sisters Road, Lower Willingdon, BN22 0QH. Erection of annex in rear garden for ancillary accommodation. The Members AGREED to OBJECT to this application for the following reasons: There are concerns that this will end up as a separate dwelling. This will create parking problems with the loss of the garage and existing parking spaces, in an area where parking is already difficult. Concern this may include some amenity land on the corner of the access road to garages that is being used for the proposed ancillary accommodation. Overdevelopment of the site.	

WD/2024/2827/F – 9 Lancing Way, Polegate, BN26 5PL.

Proposed removal of garage, construction of rear extension and front porch extension.

The Members **AGREED** to **SUPPORT** this application but have concerns that the lighting from the proposed skylights will have an effect on the Dark Skies Policy.

WD/2024/2828/F – Stanmer, Rapsons Road, Willingdon, BN20 9RJ.

Hip to gable roof extension and dormer.

The Members **AGREED** to **OBJECT** to this application for the following reasons:

Yet again loss of valuable bungalow stock.

Loss of privacy to the neighbours.

Concerns that the lighting from the proposed skylights will have an effect on the Dark Skies Policy, due to being so near to the South Downs National Park.

WD/2024/2945/F – 10 Manor Close, Willingdon, BN20 9LJ.

Single storey rear extension and loft conversion with hip to gable extension and dormers.

The Members **AGREED** to **OBJECT** to this application for the following reasons:

No other dormers in the road and will set a precedent and spoil the street scene.

It will really change the character of the area.

Will result in yet another loss of valuable bungalow stock and Willingdon as an area will soon run out of bungalows for residents to downsize to.

This is not in keeping with the Wealden Design Guide and saved policy EN27 in its design, amenity and scale.

Overdevelopment of the site.

P25/06	Planning Decisions			
	Plan Number	Address	Decision	Comments
	WD/2024/2487/F	44 Coopers Hill, Willingdon, BN20 9JE.	Approved	Approved
	WD/2024/2429/F	6 The Grove, Willingdon, BN20 9SP.	Approved	Objected
	WD/2024/2579/F	29 Oldfield Road, Willingdon, BN20 9QD.	Approved	Approved
	This was NOTED .			
P25/07	Planning Enforcements			
	There were NONE .			
P25/08	Urgent Items – for noting or referral to next agenda for Full Council or appropriate committee/sub-committee.			
	None.			
P25/09	Date of Next Meeting			
	Monday 27 th January 2025 at 7.00 pm			

Meeting closed at 7.22 pm.

Signed.....Chair

Date.....

Parish Clerk
The Parish Office,
The Triangle
Willingdon
East Sussex BN20 9PJ



Office Hours 9 am to 1 pm

Monday to Friday

Telephone: 01323 489603
email: Nicola.williamson@

www.willingdonandjevington.org.uk

willingdonandjevingtonparishcouncil.co.uk

The minutes of the **PLANNING, HIGHWAYS AND LICENSING COMMITTEE**

Held on **Monday 27th January 2025 at 7.00 pm.**

At Willingdon Community Hub Library, Coppice Avenue, Willingdon.

Present: Cllrs Fran Pritchett (Chair), Ben Clennell (BC), Sally Morris (SM), Christine Payne MBE (CP), John Pritchett BEM (JP), Ruth Sheppard (RS), Andy Watkins (AW).

In Attendance: Nicola Williamson (NW) – Parish Clerk, Colleen Budd (Admin Assistant).

<u>Item</u>	<u>Subject</u>	<u>Action By</u>
P25/10	<u>Apologies, Councillors not present and notifications of substitutes</u> There were apologies from Cllr Coote who was unwell. There were apologies from Cllr Nisbet who was unwell. These were NOTED and ACCEPTED .	
P25/11	<u>The minutes from the meeting held on Monday 13th January 2025</u> RESOLVED: To accept the minutes of Monday 13 th January 2025 as a true and accurate record, and these were signed by Cllr Fran Pritchett (Chair).	
P25/12	<u>Declaration of interest</u> Cllr Watkins declared a non-prejudicial declaration in WD/2025/0013/F and SDNP/25/00191/LIS .	
P25/13	<u>Public Question Time</u> There were two members of public present and had no questions.	
P25/14	<u>Planning applications.</u> WD/2025/0009/F – 2 Broadview Close, Lower Willingdon, BN20 9RB. Proposed single storey extension to the rear and associated alterations. Members AGREED to SUPPORT this application. WD/2025/0013/F – 6 Seven Sisters Road, Lower Willingdon, BN22 0QR. Proposed single storey rear extension and internal alterations. Members AGREED to SUPPORT this application, but have some concerns that the proposed lighting from the rear extension will have an effect on the Dark Skies Policy.	

WD/2025/0017/F – 46 Meadows Road, Willingdon, BN22 0NH.

Proposed rear dormer extension to existing first floor(converted loft) area and associated alterations.

Members **AGREED** there were **NO OBJECTIONS**, although Members expressed concerns that as there are no other dormers in the street, this could set a precedent to allow other dormers. This could have privacy issues for neighbours.

WD/2025/0012/F – 73 Gorrington Valley Road, Lower Willingdon, BN20 9SS.

Removal of side detached prefab garage and rear conservatory. Removal of front bay window. Relocation of front bay window. Relocation of entrance door from front to side elevation. Loft conversion with raised ridge height, front dormer windows and rear dormer. Single storey rear extension alterations to windows.

Members **AGREED** to **OBJECT** to this application for the following reasons:

This is not in keeping with the Wealden Design Guide and saved policy EN27 in its design, amenity and scale. This will spoil the street scene.

Overdevelopment of the site.

Will result in yet another loss of valuable bungalow stock, Willingdon as an area will soon run out of bungalows for residents to downsize to.

There are concerns that the proposed lighting from the rear extension will have an effect on the Dark Skies Policy, especially being next to the Cemetery and the South Downs National Park. Loss of privacy to the neighbours.

SDNP/25/00191/LIS – Jevington Place, Jevington Road, Jevington, East Sussex, BN26 5QB.

Extension to Southwest elevation and construction of greenhouse.

Members **AGREED** there were **NO OBJECTIONS**.

Members **NOTED** there were no objections from neighbouring homes.

P25/15 Planning Decisions

Plan Number	Address	Decision	Comments
WD/2024/2776/F	20 Downsview Road, Willingdon, BN20 9PT.	Approved	Approved
WD/2024/2429/F	18 Downs Road, Willingdon, BN20 0JJ.	Approved	Objected

This was **NOTED**.

P25/16 Planning Enforcements

NW had previously circulated details of a planning enforcement from a resident in Downsview Road. The resident wanted the planning committee to be aware of it and would keep the Members updated. The Members **NOTED** that they had previously objected to the residents neighbours planning application and felt very supportive to the resident.

P25/17 Urgent Items – for noting or referral to next agenda for Full Council or appropriate committee/sub-committee.

None.

P25/18 Date of Next Meeting

Monday 17th February 2025 at 7.00 pm

Meeting closed at 7.20 pm.

Signed.....Chair

Date.....

Parish Clerk
The Parish Office,
The Triangle
Willingdon
East Sussex BN20 9PJ



Office Hours 9 am to 1 pm

Monday to Friday

Telephone: 01323 489603
email: Nicola.williamson@

willingdonandjevingtonparishcouncil.co.uk

www.willingdonandjevington.org.uk

The minutes of the **PLANNING, HIGHWAYS AND LICENSING COMMITTEE**
Held on **Monday 17th February 2025 at 7.00 pm.**
At Willingdon Community Hub Library, Coppice Avenue, Willingdon.

Present: Cllrs Fran Pritchett (Chair), Ben Clennell (BC), Sally Morris (SM), Christine Payne MBE (CP), John Pritchett BEM (JP), Ruth Sheppard (RS), Andy Watkins (AW).

In Attendance: Nicola Williamson (NW) – Parish Clerk.

<u>Item</u>	<u>Subject</u>	<u>Action By</u>
P25/10	<u>Apologies, Councillors not present and notifications of substitutes</u> These were no apologies.	
P25/11	<u>The minutes from the meeting held on Monday 27th January 2025</u> <u>RESOLVED:</u> To accept the minutes of Monday 27 th January 2025 as a true and accurate record, and these were signed by Cllr Fran Pritchett (Chair).	
P25/12	<u>Declaration of interest</u> Cllr Howard Coote declared an interest in WD/2024/2478/MRM.	
P25/13	<u>Public Question Time</u> There were no members of public present.	
P25/14	<u>Planning applications.</u> WD/2025/0164/F – 60 Gorrington Valley Road, Lower Willingdon, BN20 9SS. Hip to Gable extension of existing loft conversion and improvements. Members AGREED to OBJECT to this application for the following reasons: This is not in keeping with the Wealden Design Guide and saved policy EN27 in its design, amenity and scale. This will spoil the street scene. Overdevelopment of the site. Will result in yet another loss of valuable bungalow stock, Willingdon as an area will soon run out of bungalows for residents to downsize to. There are concerns that the proposed lighting from the rear extension will have an effect on the Dark Skies Policy, especially being next to the Cemetery and the South Downs National Park. Loss of privacy to the neighbours. Loss of light into the neighbour's garden and home. The loss of garage could exacerbate parking issues in an already congested area. It is opposite	

the Cemetery entrance which has many visitors and funeral processions that will exacerbate these parking issues worse.

WD/2024/2478/MRM – Morning Mill Farm, Eastbourne Road, Willingdon, BN20 9NY

Reserved Matters (appearance, landscaping, layout and scale) (Pursuant to WD/2021/0174/MEA) outline application with all matters reserved except for the means of access from Eastbourne Road for the comprehensive development of a mixed-use urban extension comprising up to 700 dwellings including affordable housing, 8600 sq.m of employment floorspace, medical centre, school, community centre, retail, playing fields, Children's play space, allotments, amenity open space, internal access roads, cycle and footpath routes associated landscaping and infrastructure for 700 dwellings and commercial floorspace.

Members **AGREED** they had **NO OBJECTIONS** to this Reserved Matters, although they have highlighted the following concerns.

Members were pleased to see that the 1066 walk diversion is quite minor and that the path will be rerouted within the green space rather than around the built estate. The PC is pleased that a bridge will be built over the railway line to provide access on the 1066 walk. The PC understands a separate application for the bridge will be made in due course. Members noted that only half the path seems to be a durable and accessible path, Members would like to see the whole of the pathway finished in the same way so that it is accessible to all including wheel chair users.

Members are pleased to hear from WDC that they are focused on preserving the natural environment while considering the development plans. The commitment to retaining the Oak Trees and planting eighty new trees, along with the emphasis on hedgerow retention and wildlife protection was also welcomed.

The PC **AGREED** that if the Tree Officer at WDC is satisfied with the plans they will go with their expert advice.

The PC is adamant that all wildlife must be protected at all costs.

Cllr Andy Watkins reported that he still did not like the character and design of the new build homes.

Cllr Andy Watkins raised his concerns that there is no official agreement or condition agreed by WDC that there will be a bridge over the railway line to continue the 1066 Walk. He also expressed his concerns that the infrastructure has not been agreed nor will it be adequate for the number of houses being built. The Members also **AGREED** with this.

All Members are also very concerned that Tarn have not produced the plans yet for the Pavilion/Community Centre and hope to have the plans soon.

NW to ask the WDC Tree Officer for a comprehensive list of trees that are being left on the development site, as well as those that are being removed. This will help ensure clarity regarding the ongoing preservation efforts and any potential impact on the environment.

Members have also expressed a particular concern about the oak trees on the site, which have silver discs attached to them. NW to also ask WDC if these specific oak trees are to remain on the development, and if any protective measures are being taken to ensure their preservation.

	APP/C1435/W/24/3357954 (Attached to WD/2021/0278/MFA) – Brodricklands and Hamlands Farm, Lower Willingdon, BN22 0UZ. Appeal – Application for Approval of Details reserved by condition 30. Footpath Connection. The PC AGREED they would like to emphasize the importance of a proper, accessible connection between the Meadowburne site and Eastbourne Road, especially in the light of the MMF planning approval as a durable and accessible pathway that doesn’t compromise the ecological aspects of the area, like the wet grassland, which would be unsuitable for a mown path. The PC does not want a seasonal path and want access at all times. Geocell grids with hoggin (a type of surface material) or similar alternatives could provide a sustainable solution that meets accessibility standards without damaging the environment. Additionally, the PC is pushing for collaboration between the developers of Meadowburne and Mornings Mill Farm to ensure the creation of a connecting pathway, which would enhance connectivity for pedestrians.																									
P25/15	Planning Decisions <table><tr><th>Plan Number</th><th>Address</th><th>Decision</th><th>Comments</th></tr><tr><td>WD/2024/2827/F</td><td>9 Lancing Way Polegate, BN26 5PL.</td><td>Approved</td><td>No Objections</td></tr><tr><td>WD/2024/2429/F</td><td>163 Seven Sisters Road, Willingdon, BN22 0QQ.</td><td>Approved</td><td>Objected</td></tr><tr><td>WD/2025/0009/F</td><td>2 Broadview Close, Willingdon, BN20 9RB.</td><td>Approved</td><td>No Objections</td></tr><tr><td>WD/2025/0017/F</td><td>46 Meadows Road, Willingdon, BN22 0NH</td><td>Approved</td><td>No Objections</td></tr><tr><td>WD/2024/2880/F</td><td>189 Seven Sisters Road, Willingdon, BN22 0QH</td><td>Approved</td><td>Objected</td></tr></table> This was NOTED.	Plan Number	Address	Decision	Comments	WD/2024/2827/F	9 Lancing Way Polegate, BN26 5PL.	Approved	No Objections	WD/2024/2429/F	163 Seven Sisters Road, Willingdon, BN22 0QQ.	Approved	Objected	WD/2025/0009/F	2 Broadview Close, Willingdon, BN20 9RB.	Approved	No Objections	WD/2025/0017/F	46 Meadows Road, Willingdon, BN22 0NH	Approved	No Objections	WD/2024/2880/F	189 Seven Sisters Road, Willingdon, BN22 0QH	Approved	Objected	
Plan Number	Address	Decision	Comments																							
WD/2024/2827/F	9 Lancing Way Polegate, BN26 5PL.	Approved	No Objections																							
WD/2024/2429/F	163 Seven Sisters Road, Willingdon, BN22 0QQ.	Approved	Objected																							
WD/2025/0009/F	2 Broadview Close, Willingdon, BN20 9RB.	Approved	No Objections																							
WD/2025/0017/F	46 Meadows Road, Willingdon, BN22 0NH	Approved	No Objections																							
WD/2024/2880/F	189 Seven Sisters Road, Willingdon, BN22 0QH	Approved	Objected																							
P25/16	Planning Enforcements There are none.																									
P25/17	Large Development Sub-Committee (i) Minutes of the large Development Sub-Committee of 11th February 2025. NW had prepared the draft minutes to which Cllr Watkins would like some additions. Once these have been added to the minutes NW will circulate to the Members.																									
P25/18	Urgent Items – for noting or referral to next agenda for Full Council or appropriate committee/sub-committee. Cllr J Pritchett BEM reported that the pothole outside the British Queen is still there. NW reported this has been reported to ESCC Highways again.	NW																								
P25/19	Date of Next Meeting Monday 10th March 2025 at 7.00 pm																									

Meeting closed at 7.34 pm.

Signed.....Chair

Date.....



The minutes of the **RECREATION COMMITTEE** held on **Monday 17th February 2025**
At the Willingdon Community Hub Library, Coppice Avenue at 7.30pm.

Present: Cllrs Ian Nisbet (IN) (Chair), Ben Clennell (BC), Howard Coote (HC), Fran Pritchett (FP), John Pritchett BEM (JP), Ruth Sheppard (RS), Ryan Weedon (RW).

In Attendance: Nicola Williamson – Parish Clerk (NW), Sally Morris (SM).

<u>Item</u>	<u>Subject</u>	<u>Action By</u>
R25/01	<u>Apologies, Councillors not Present and notifications of substitutes</u> There were apologies from Cllr D Shing who had to work. This was NOTED and ACCEPTED .	
R25/02	<u>To accept the minutes from the meeting held on Monday 4th November 2024</u> RECOMMENDED: To accept the minutes of Monday 4 th November 2024, as an accurate and true record, and these were signed by Cllr Ian Nisbet (Chair).	
R25/03	<u>Declarations of interest</u> All Councillors declared an interest in items relating to Huggett's Lane Recreation Ground as Trustees. The Clerk granted a general dispensation to allow discussion on Huggett's Lane Recreation Ground. Cllr Ben Clennell declared an interest in Jevington Recreation Ground. Cllr Ryan Weedon declared a non-pecuniary interest as a member of both Willingdon and Jevington Cricket teams.	
R25/04	<u>Public Question Time</u> There were no members of public present.	
R25/05	<u>Cricket and Football Clubs</u> Members NOTED the Clerk's report. Willingdon Football Club provided a comprehensive report for the meeting. A lot of matches have had to be moved to 3G Pitches this winter as Huggett's Lane Pitch has been too wet for play. The Teams are looking forward to the Meadowburne site being completed and ready for them to play on. The Club have indicated that if 3G pitches became available on the MMF site, they would be interested to change home grounds from Meadowburne to MMF site.	
R25/06	<u>Update on Meadowburne Sports Facilities</u> i) General Update The Clerk's report was NOTED . As part of the transfer of the Pavilion and grounds and following the PC' requests, Barratts have had to make a number of changes to the building (introducing solar panels,	

	extending the community area of the building and amending to being brick-built). This has now been approved by Wealden District Council. Barratts have now lodged an appeal to WDC Planning regarding the connecting pathway between Meadowburne and the A2270. Barratts want to leave the pathway as grass, but WDC want the pathway to be durable and accessible for all. The PC agree with this. Matt Hollands of Barratts is responsible for the delivery of the Pavilion and infrastructure and will provide the PC with the final build programme. On March 20th, the PC, Willingdon Football Club members, and invited WDC members will participate in a photo session to mark the beginning of the Pavilion building works. Cllr Ruth Sheppard reported that some residents on the estate were suffering from waterlogged gardens but had been reporting it to Southern Counties. NW reported that the Allotments are to be added to the Heads of Terms but does not need re-signing.	NW NW
<u>R25/07</u>	<u>Update on Mornings Mill Farm Sports Pavilion and Sports Facilities</u> Cllr Nisbet thought it a good idea to send a newsletter out to the residents asking them what sports and facilities they would like to see at the Mornings Mill Farm Development. NW put a post on Facebook and has had many responses. NW reported that no plans have been produced yet for the proposed Pavilion, Community Building and car parking from Tarn Developers.	
<u>R25/08</u>	<u>Huggett's Lane Recreation Ground</u> i) General Update New fencing has been completed. Many residents have complained about the fencing netting being put up. They feel this spoils the view of the recreation ground and makes the gardens look dark and gloomy. The residents have got together and talked to the resident which garden it affects most, they have now agreed that they do not want the netting up. We can of course take this down and store it for future use. NW reported that Cllr Nisbet and herself went to have a look at the fencing to see about a solution that benefits everyone including the PC. Members discussed the options and AGREED that the netting will be taken down, and some of the netting offered to the resident who would like the netting up due to privacy issues for a part of her garden. NW to liaise with Dave Miles to carry out the works.	NW
<u>R25/09</u>	<u>Tott Yew Recreation Ground</u> The Clerk's report was NOTED. i) General Update The hedge will be cut as soon as the ground is dry enough for a vehicle to access the ground.	

	Cllr John Pritchett BEM reported this hedge and the hedge on Eastbourne Road must be cut by 1 st March as that is when the bird nesting season starts. NW to chase this up as a matter of urgency.	
<u>R25/10</u>	<u>Jevington Recreation Ground</u> i) <u>General Update</u> – nothing to report. ii) <u>Cricket Club</u> - The Club is waiting to conduct the first grass cut which is dependent on the first fixture which could be end of March or beginning of April.	<u>NW</u>
<u>R25/11</u>	<u>Income and expenditure</u> i) <u>Income and expenditure to date</u> Members <u>NOTED</u> and <u>AGREED</u> the income and expenditure to date. NW reported that each meeting, a report will be provided of any overspends.	<u>NW</u>
<u>R25/12</u>	<u>Risk Management</u> <u>None</u>	
<u>R25/13</u>	<u>Any urgent items</u> Cllr Weedon reported at the last meeting that an overgrown tree at Jevington Recreation Ground has grown over some electric cables. NW contacted UKPN, but meanwhile Dave Miles cut back the branches from the electrical cables.	<u>NW</u>
<u>R25/14</u>	<u>Date of the next Meeting – 2nd June 2025 at 7.30pm.</u>	<u>NW</u>

Meeting finished at 8.20 pm.

Signed (Chair).....

Date.....

Parish Clerk
The Parish Office, The
Triangle
Willingdon
East Sussex BN20 9PJ



Office Hours 9 am to 1 pm

Monday to Friday

Telephone: 01323 489603

email: Nicola.williamson@

willingdonandjevingtonparishcouncil.co.uk

www.willingdonandjevington.org.uk

Parish Council Meeting Monday 17th March 2025

Agenda Item 9. Reports of Parish Council Representatives.

- i) **WDALC** – see attached minutes form the last meeting held on 15th January 2025.
- ii) **Willingdon/Polegate Windmill Trust** – see attached the report from Cllr Weedon.
- iii) **Willingdon Memorial Hall** – see attached report from Cllr Payne MBE.
- iv) **Wannock Hall.**
- v) **Jevington Village Hall & Sports Club.**
- vi) **Library Charity Group Report** – see attached report from Cllr Nisbet.
- vii) **Tree Warden.**
- viii) **Cuckmere Community Bus** -- see attached the report from Cllr Weedon.

Agenda Item 10. Recommendations from F & GP Committee Meeting 10th February 2025

(i) Review of Council Policies

Co-option Policy

It was **AGREED** to **RECOMMEND** to Full Council that following some amendments to **ADOPT** the policy.

Compassionate Leave Policy

It was **AGREED** to **RECOMMEND** to Full Council that no changes were required at this current time and to **ADOPT** the policy.

- (ii) Reconciliation for November and December 2024.** – RFO Andy Beams has completed the reconciliation for those months. It was **RESOLVED** to **APPROVE** the reconciliation for November and December 2024. Cllrs Martin Cooper and Ian Nisbet have completed the Councillors checks satisfactorily.

Parish Clerk
The Parish Office, The
Triangle
Willingdon
East Sussex BN20 9PJ



Office Hours 9 am to 1 pm

Monday to Friday

Telephone: 01323 489603

email: Nicola.williamson@

willingdonandjevingtonparishcouncil.co.uk

www.willingdonandjevington.org.uk

- (iii) November and December Payment List for agreement** — payment lists are attached.

It was **RESOLVED to APPROVE** the November Payment List totalling £27,970.03.

It was **RESOLVED to APPROVE** the December Payment List totalling £29,879.79.

Agenda Item 11. Finance Update

- (i) Income and expenditure to date** – see attached.
- (ii) CIL Allocations** – see attached.
- (iii) Earmarked Reserves-** see attached.

Agenda Item 12. Annual Parish Meeting

- (i) Speakers**

The Annual Parish Meeting will be Tuesday 15th April at 7pm in the Trinity Hall. Speakers will be James MacCleary MP and Chief Inspector Mark Evans and/or Superintendent Nicholas Dias of the Sussex Police Division. If Members have any questions already for the speakers, if you can let the Clerk know in advance of the meeting.

Agenda Item 13. Sussex and Brighton devolution consultation.

A consultation on proposals for a Mayoral Combined Authority for Sussex and Brighton is now open and everyone across the county is invited to have their say.

The government is running the consultation, which is specific to the Sussex and Brighton region, until the end of the day on Sunday 13 April.

All interested parties are welcome to have their say, including organisations as well as individuals who live and work in the region.

The consultation specifically asks about:

1. The proposed geography
2. Governance arrangements
3. Supporting the economy
4. Improving social outcomes
5. Local government services
6. Improving the local natural environment
7. Supporting the needs of local communities and reflect local identity

Parish Clerk
The Parish Office, The
Triangle
Willingdon
East Sussex BN20 9PJ



Office Hours 9 am to 1 pm

Monday to Friday

Telephone: 01323 489603

email: Nicola.williamson@

willingdonandjevingtonparishcouncil.co.uk

www.willingdonandjevington.org.uk

West Sussex County Council and neighbouring upper tier authorities in East Sussex and Brighton & Hove will be submitting their own responses to the questions.

The Parish Council is encouraged to consider your responses and appreciate your support in encouraging others within your own networks and communities to take part.

Full details of the consultation can be found on the gov.uk website here:
[Sussex and Brighton devolution - GOV.UK](https://www.gov.uk/sussex-and-brighton-devolution)

Further information is available in the government press notice here:
[Devolution Priority Programme consultations launch - GOV.UK](https://www.gov.uk/devolution-priority-programme-consultations-launch)

Ministers have agreed that a strategic authority for Sussex and Brighton, made up of an elected mayor, and two members of each constituent authority, offers the chance to give the people who live here more control and influence over the issues that affect them, from transport and housing to skills and employment, as well as a stronger voice in how national decisions affect them.

The decision whether or not to proceed with the proposal will be one for the government to take based on its assessment of the consultation responses. We are not able to put in place any formal steps towards setting up a combined authority for Sussex until that decision is made. However, we will look to engage you as key partners in informal discussions in the coming weeks, so that we are ready to move ahead at pace, if we do receive the green light.

Separate to this process, authorities across our region are discussing plans for local government reorganisation, with a proposal to government due to be submitted soon. We will update on this shortly.

Members to decide a response for the Clerk to make on behalf of the Parish Council. Individual responses are also welcome.

Agenda item 14. Business Plan Sub-Committee

- (i) Draft Business Plan – see attached.

The Business Sub-Committee met on 3rd February 2025 met to discuss updating and amended the existing business plan, which is attached to be agreed.

- (ii) Minutes of the Business Plan Sub-Committee 3rd February 2025.

Wealden District Association of Local Councils

DRAFT

Minutes of the Meeting of the Wealden District Association of Local Councils held at the Civic Community Hall in Hailsham on Wednesday 15th January 2025 at 7.00pm

1. Present: Councillors Keith Stevens (Chairman, Wartling), Patrick Coffey (Heathfield and Waldron), Martyn Garrett (Crowborough), Martin Cooper (Willingdon and Jevington), Christine Payne (Willingdon and Jevington), Douglas Murray (Polegate), Richard Brown (Cuckmere Valley), Kay Moss (Crowborough), Nicky Kinghorn (Arlington), Diane West (Uckfield), Stephen Tolhurst (Chiddingly), David Mallett (Buxted) and Kath Waterman (Warbleton).

Also in attendance; Councillor James Partridge (Deputy Leader of Wealden District Council), Chris Bending (Director of Place, Wealden District Council) and Alison Stevens (Honorary Secretary).

2. Apologies for Absence: Apologies for absence were received from: Beryl Smith (Berwick), Sally Carnie (Berwick), Graham Knight (Horam), Shirley McKinnon (Pevensey), Penny Lawne (Withyham), Lolita Reeves (Maresfield), Andy Watkins (Willingdon and Jevington), Richard Hannay (Fletching), John Castle (Hellingly), Deveda Redman (Mayfield and Five Ashes) and Long Man Parish Council.

3. Draft Minutes of the Annual General Meeting held on the 18th September 2024

The minutes of the Annual General Meeting held on the 18th September 2024 were read, approved by all and signed by the Chairman.

4. Keith Stevens, Chair of NALC

Councillor Stevens provided updates on the following on behalf of NALC:

- 1: Members were encouraged to sign up individually to the NALC website where they will find out more about the campaigns it runs, its policies, training opportunities and National Networks.
- 2: NALC has appointed a Public Affairs Agency which has resulted in greater press coverage, new contacts and more meetings with Ministers.
- 3: There was recently a consultation on Virtual Meetings and Proxy Voting.
- 4: MHCLG recently issued a local government standards consultation here (<https://www.gov.uk/government/consultations/strengthening-the-standards-and-conduct-framework-for-local-authorities-in-england/strengthening-the-standards-and-conduct-framework-for-local-authorities-in-england>) and NALC will be responding. Please also see the related NALC news story issued yesterday (<https://www.nalc.gov.uk/resource/nalc-to-respond-to-the-governments-consultation-on-standards.html>).

NALC has accordingly published and produced the following standards sector survey (<https://forms.office.com/pages/responsepage.aspx?id=XI10-kGBhESEUZ2oBPD-MXcDGgACcfVLo9lsczFoTXpUQjhJR1VOVVRIV1EvVzZHMk9SNFNCOUMwTCQIQCN0PWcu&rout=shorturl>) to help inform its response.

NALC would be grateful if you and your councils could please complete the survey - the final sector survey response deadline is **23:45 on 2nd February**.

- 5: District Councils have received several requests to remove Councillor addresses (or other personal details) from published Register of Interests. In order to do this the Monitoring Officer needs to sign off the request. A new style Register of Interests Form was sent to all parishes by Wealden District Council on the 13th September.
- 6: Martyn's Law - The public will be better protected from terrorism under new laws requiring many public venues to improve preparedness against attacks and bring in measures to help keep people safe.

The new legislation, known as ‘Martyn’s Law’ in tribute of Martyn Hett who was killed alongside 21 others in the 2017 Manchester Arena attack, will make sure venues across the UK must consider the security of the public, and take steps to protect them from harm.

Under the changes, a new duty will be placed on those responsible for premises and public events, requiring them to take appropriate action to strengthen public safety, with requirements reflecting the size of the venue and the activity taking place.

More information on how can be found at protectuk.police.uk

- 7: The leaders of East Sussex County Council (ESCC), West Sussex County Council (WSCC), and Brighton and Hove City Council (BHCC) have formally expressed Sussex’ interest in joining the Devolution Priority Programme.

Following unanimous support from their cabinets, a joint letter was sent to central government. In addition to this, they will be requesting permission to defer the upcoming May elections, paving the way for significant changes to the Counties’ local government structure.

If accepted into the Devolution Priority Programme, Sussex will undergo a transformative restructure of its local government. This could involve: Significant changes to, or abolition of each of the three Councils, and the district/borough councils. The creation of new unitary authorities, which will assume the roles and responsibilities currently spread across these councils. A directly elected mayor alongside a new Mayoral Strategic Authority, with the first mayoral elections potentially as early as 2026. Unitary authority elections, proposed for 2027/2028.

This restructuring is part of the government’s broader devolution agenda, designed to bring decision-making closer to local communities. For Sussex, devolution could mean access to new powers and additional funding, with the promise of improved services for taxpayers.

The next key milestone in this process is the 30th January, when the government is expected to announce whether Sussex has been accepted into the Devolution Priority Programme.

There was a lot of speculation but it was pointed out that much remains uncertain at this stage, particularly regarding the boundaries of the proposed unitary authorities and how the restructuring will impact residents and local services. The Wealden District Association of Local Councils will be closely monitoring developments and keeping its member councils informed throughout this process.

5. AI and Parish Councils

NALC is working with Cloudy IT to produce a sector specific AI package for Parish and Town Councils. The package will ensure the information used by those who subscribe to the package will be from safe and reliable sources. AI is being viewed as potentially useful tool for those who work within the sector.

6. Updates from Wealden District Council

District Councillor Partridge said:

- Wealden District Council apologises for the timing of some Direct Debit collections over the Christmas period. An automated scheduling error meant that direct debits for Council Tax and Business Rates were taken on 27th December rather than on 1st January. Not a huge number of people were affected but an inquiry will be taking place to make sure it doesn’t happen again. More information about the issue can be found here; <https://www.wealden.gov.uk/news/wealden-district-council-apologises-for-the-timing-of-some-direct-debit-collections-over-the-christmas-period/>
- Residents and business are being urged to have their say as Wealden District Council has launched a consultation on its budget for the financial year 2025/26. The consultation is now live and closes on 10th January 2025. A 2.99% increase in its share of the Council Tax is being proposed.
- The Waste Collection Contract with Biffa has been extended for a further seven years. There will also be a new food waste collection service from Spring 2026, for which residents will be given a caddy.

In answer to councillors questions it was confirmed that;

- Wealden is still going through the responses to the Local Plan Regulation 18 consultation, after which it is hoping to move swiftly onto Regulation 19.
- A Feasibility Study is underway to assess two possible sites for a potential new Medical Centre at Polegate. The NHS is the body responsible for providing the centre and funding will be required from them.
- Everything possible will be done to make sure the work needed to the mouth of the Cuckmere River is a priority for a new unitary authority and the work which is still needed gets done.
- The South Downs National Park Authority is a Planning Authority and will remain so after the restructuring.
- It is normal to have a management company set up for new developments and they are usually controlled by the property owners because they are responsible for their management, repairs and maintenance of services on their estate. If there is a majority owner (such as a Housing Association), the property company effectively controls the management company.
- The current affordable housing system is broken and there is no money available from Central Government, Councils or Developers to support the costs of providing it. Central Government is unable to provide any more grants, councils have no money and developers need an element of affordable housing to guarantee their cash flow. A request from a developer who wanted to rid themselves of the requirement was unsuccessful but this will not set a precedent for the future. It was also noted that even though large numbers of houses on new developments are not selling this cannot be used as reasons to reject future applications.

7. Questions from Members

There were no further questions.

8. Next Association Meetings: 2nd April (Association), 16th July (Association), 17th September (Management Committee) and 1st October (Association).

There were no further questions and this meeting ended at 8.40pm.

Full Council Report for the Windmill, March 2025

The Trustees of the Windmill report that progress is seemingly being made with the Land Registry about the turning strip to the south of the mill, having cost them around £400 in fees so far.

On 12th March the Trustees are having a structural engineer coming to look at some dangerous brickwork on the Engine Shed and hopefully giving the team some instructions about what may need to be done next to secure it.

WILLINGDON MEMORIAL HALL

The AGM was held on Saturday 15th February. I received an invitation to attend the AGM at 22.36 on Friday 14th February and I did not see it the following day until the meeting was almost over. This meant that unfortunately no one from the PC was able to attend the AGM. I asked for clarification as to why the invitation was sent to me so late and the Chair, James Punchard advised that an invitation was sent on the 18th January and that it was sent to my personal email address. Having checked all my emails, I can find no record of having received this email.

Clearly I was very disappointed that a representative of the PC was unable to attend the AGM and following email correspondence with James Punchard it would seem that the administration of the WMH is not in line with the current Constitution i.e. as approved by the Charity Commission in 1939.

I have advised James Punchard that the Constitution should be amended to reflect how the Hall is now run. I have also advised that the original drafters of the Constitution clearly envisaged that there should be a relationship between the Hall and the PC to the extent that the PC should have a “representative” on the management committee. Whilst the boundary of the PC has changed over the years – from Willingdon to Willingdon & Jevington - there is still as PC covering Willingdon and therefore a good argument that as the PC continues to exist the wishes of those involved in setting up the Charity in 1939 should be honoured and respected.

James Punchard asked me how I felt the PC could enhance the way the Hall is run. I advised that the Hall is currently an asset of the Parish, and that the management committee can therefore look to the PC for support – including funds for specific projects to enhance the Hall.

I understand that James Punchard will now put a proposal to the management committee that the Constitution should be amended.

I hope the PC will support my actions in this matter.

I have attached the Minutes of the AGM held on 25th November 2023, and the Annual Report & Accounts 2023/4.

Cllr Christine Payne

PC representative to the WMH

10th March 2025



Minutes of the Annual General Meeting
held on Saturday 25th November 2023 at 11.30am at
The Willingdon Memorial Hall
Church Street
Willingdon

Welcome by the Chairman

The Chairman welcomed everyone to the meeting and thanked everyone for attending.

Apologies for Absence

Apologies had been received by the Secretary in advance of the meeting and duly noted.

Approval of Minutes of the Annual General Meeting 2022

The Secretary proposed the approval of the minutes, this was seconded by the Chairman and approved by all those present.

Presentation of the Annual Report and Accounts

The annual report and accounts had been previously circulated. These were approved by all trustees present at the meeting.

Nomination of Honorary Hall President

Maureen Seabrook nominated and approved, James thanked Maureen for all that she does

Nomination and approval of the Hall Chairman

James Punchard is willing to continue as Chairman of the committee for the next 12 months a show of hands approved.

Election of Hall Secretary

Charlotte Laslett will continue, show of hands to approve.

Election of Hall Treasurer

Phil Collins would like to step down but is happy to continue for another year, until a replacement is found, all approved.

Confirmation and Appointment of Hall Trustees

Willie Clapperton standing down due to health concerns, James thanks Willie for all he has done. Wendy Jones also tendered her resignation. James advised that the Trustees would be reviewed in the near future.

The appointment of an Independent Examiner for the Annual Accounts

Ray Tennant, was appointed with a show of hands.

Any other business

Maureen mentioned the cutting down of the trees. Conservation order, approval has been sort. There will be pruning back of the yew tree and removal the leylandii which have some damage and need to be removed before they fall. The work will take three days.

The heating was mentioned by Wendy, some groups still find the hall cold in the winter, it was discussed increasing the heat by a couple of degrees for the winter. The windows are left ajar to reduce condensation.

First port of contact for any hall problems is Charlotte, Pete Comper is our handyman.

James advised that there will be a hall users meeting in the New Year.

The Chairman closed the formal business of the meeting

Meeting closed at 11.45

The Hall Chairman invited those present to join him for refreshments.



**Annual Report & Accounts
2023/24**

**Serving the residents of
Willingdon for over 100 years**

References, Administrative Details & Hall Management Structure

The hall is registered with the Charity Commission of England and Wales, Charity number 305331.

Current Hall Trustees

Maureen Seabrook James Punchard Philip Collins Charlotte Laslette Val Godwin

Hall Honorary President

Maureen Seabrook

Hall Management Committee

Ex-Officio Members:

James Punchard	Chairman
Charlotte Laslett	Secretary
Philip Collins	Treasurer

Co-Opted Members:

Ros Burtenshaw	Bookings Secretary
Lester Selmes	Hall Maintenance

Bankers:

The Hall's accounts are held with
Barclays Bank plc.
Invesco
National Savings & Investments

Hall Address:

The Willingdon Memorial Hall
Church Street
Willingdon
East Sussex
BN20 9HT

Governance, Objectives, Activities, Achievements & Financial Review

Administrative Information

The Hall and the endowments thereof specified in the Schedule hereto and all other the endowments (if any) of the said Charity shall be administered and managed under the title of The Willingdon Village Memorial Hall subject to and in conformity of management for the time being of the Charity constituted as hereinafter provided who shall be the Trustees of the Charity.

Structure, Governance and Management

The Hall's governing document is its Constitution dated 26th September 1939

The day to day running of the Hall is managed and administered by the Management Committee.

The members of the Management Committee are made up of the Chairman, Secretary, Treasurer, Co-Opted Members and any additional Nominated members that the Committee feel necessary to complete their roll.

The Management Committee will be elected at the Annual General Meeting and serve the term of one year / until the next Annual General Meeting.

The Management Committee will meet as required throughout the year to carry out its duties.

A Hall User's Meeting will be called once yearly. The right of attendance is open to a single representative from each organisation with a regular booking at the time of the meeting.

Objectives and Activities

The object of the Charity shall be the maintenance of the Village Hall for the purposes of physical and mental recreation and social, moral and intellectual development, through the medium of reading & recreation rooms, library, lectures, classes, recreations and entertainments or otherwise as may be found expedient, for the benefit of the inhabitants of the Parish, without distinction of sex or of political or other opinions.

Our Commitment

We are committed to providing a hall, available for the residents of Willingdon and the greater area, that is fit for purpose and will remain so in the years to come.

As well as being a key stakeholder in our area, we aspire to be instrumental in shaping the future of Willingdon by providing a community hub that benefits everyone in the area.

How Did We Do?

Our aims and objectives for 2023/2024 were:

- ♦ Providing a fit for purpose facility within Willingdon
- ♦ Maintaining the Hall's finances in a sound manner.
- ♦ Maintain and replenish the Hall's property & equipment.
- ♦ Set in place robust policies to facilitate the smooth running of the Hall
- ♦ Plan for the future development of the Hall to ensure it's longevity and usefulness to the community.

We are pleased to say that overall the Committee reached it objectives.

Review of the Year

The hall remains busy with groups and clubs using the hall on a regular basis. The finances are in good order and the day to day running of the hall is going smoothly. Regular maintenance and ad-hoc repairs have now been outsourced to external contractors to ensure the hall remains fit for use.

May I take this opportunity to thank all those on the Management Committee for their support and especially Phil Collins, our Treasurer, Charlotte Laslett, our secretary and Ros Burtenshaw, our bookings secretary, without whom we could not function.

James Punchard

Hall Chairman



Account Summary as at 31-Aug-24

Rental Income	20,285.37	Community Charge	560.34
Donation	20.00	Water Rate	
Damage Limitation Prem.	/	Power Rates	1,007.82
Late payment Surcharge	0.00	Insurance	6,210.68
Interest: N.S.&I.	1,494.53	Less recovered	1,575.60
Invesco	0.00		33.84
	<u>21,799.90</u>	Window Cleaning	92.00
		Floor Maintenance	142.06
		Small Repairs	392.43
		Toiletries	1,589.95
			<u>2,216.44</u>
		Cleaning	6,029.00
		Office Expenses etc	
		Gifts, Memberships Fees	403.15
		Performing Rights	238.00
			217.18
			<u>858.33</u>
		Operating Surplus	18,424.37
			3,375.53
			<u>21,799.90</u>

*

Restricted Funds:	£
Margaret Goldsmith Memorial	
Margaret Goldsmith Garden Fund	5,825.33
Gladys Wilcox dec'd	5,825.33
	<u>5,825.33</u>

Balances as at 31-Aug-23

Petty Cash	3.59
Current Account	4,220.83
National Savings a/c	188,835.38
Investment Valuation	0.00
Property Valuation	400,000.00
Rents Receivable	2,039.63
Restricted Funds	5,825.33
	<u>600,924.76</u>
Credit Note	
Trust Valuation	<u>587,219.33</u>

*



WILLINGDON & JEVINGTON LIBRARY REPORT

The Annual Report for the Charity Commission has been completed for submission. Income exceeded expenditure by over £2,400.

East Sussex County Council have a directory detailing Care and Support Services available. The Library are trying to arrange for a representative to visit and give a talk at a coffee meeting.

The quiz recently held was sold out.

Forthcoming Events

Mar 29th Sussex Hearing Resource Centre to attend coffee morning and give general advice.

Apr 16th Easter Egg Hunt

May 31st Energy Saving – session run by Dave Everson

Foodbank Collection will run from 31st Aug to 25th Oct.

Jun 14th Summer Fayre

Sep 6th Mike Singer session

Nov 1st Craft Fayre

Nov 22nd Lady Crabtree

Ian Nisbet, Trustee, March 2025

Full Council Report for Cuckmere Community Buses, March 2025

The CCB summer timetable comes into operation at the end of the month. We can arrange for them to be delivered. The only alteration to services compared with last year will be the withdrawal of service 48 from Knockhatch Adventure Park and from Michelhem Priory, due to low passenger numbers. This will continue to run between Eastbourne, Willingdon, Polegate, Hailsham and Deanland Wood Park on Tuesdays and Thursdays. A new service 24 will run alongside the 48 serving Eastbourne, Willingdon, Polegate and Drusillas Park.

Passenger numbers generally have been encouraging. In 2024 CCB carried more (87,900) than the previous year (81,000) and more than pre-COVID. However one service (47 the summertime Rambler service) did much less well and this needs to be promoted for the forthcoming season.

Its annual accounts will be presented at the AGM next month. Several new drivers have been recruited since the start of the year but we still are in need of more volunteers, so WJPC's help would be appreciated to promote this to any potential local new drivers.

CCB continues to suffer service disruptions and delays and diversions due to roadworks (the most recent Wannock Road burst water main being a prime example). The state of many roads also causes excessive wear and tear on its buses.

Parish Clerk
The Parish Office
The Triangle
Willingdon
East Sussex BN20 9PJ



Office Hours 9 am to 1 pm

Monday to Friday

Telephone : 01323 489603

email: nicola.williamson

willingdonandjevingtonparishcouncil.co.uk

www.willingdonandjevington.org.uk

CO-OPTION POLICY

1. INTRODUCTION

1.1 There are two circumstances under which the Council may, if it so wishes, proceed to fill a casual vacancy by co-option:

- When a ward seat has been left vacant because no eligible candidate stood for election at the full elections for a new Council (currently every four years).
- During the life of the Council, a ward seat falls vacant but the required 10 electors of the ward have not called for a poll (by-election) within the legally specified time period following publication of the notice of vacancy.

1.2 The Council is not obliged to co-opt to fill any vacancy. Even if the Council invites applications for co-option, it is not obliged to select anyone from the candidates who apply.

1.3 However, it is not desirable that electors in a particular ward be left partially or fully unrepresented for a significant length of time. Neither does it contribute to effective and efficient working of the Council if there are insufficient Members to share the workload equitably; to provide a broad cross-section of skills and interests; or to achieve meeting quorums without difficulty, given that some absence is unavoidable at times.

1.4 To ensure a fair and transparent process is undertaken, this policy outlines the procedure to be followed by the Council when co-option is considered.

2. APPLICATION PROCESS

2.1 On receipt of written notice from the Democratic Services Manager at Wealden District Council that a casual vacancy may be filled by means of co-option:

- The Clerk will advertise the vacancy or vacancies to be filled by co-option within 21 days of receipt of the written notification.
- The co-option advertisement will include the closing date for acceptance of requests for consideration (between 14 and 30 days after the date of the advertisement) and the number of vacancies, and will be displayed on the Council website, social media platforms and noticeboards

2.2 Members may point out the vacancies and the process to any qualifying candidate(s). Candidates found to be offering inducements of any kind will be disqualified.

2.3 Applicants for a vacancy will be asked to:

- Submit information about themselves by completing a short application form, including a description of their interest in becoming a councillor and specifying any skills or qualifications which may benefit the Council.
- Confirm their eligibility for the position of Councillor within the statutory rules, a copy of which will be attached to the application form

2.4 Copies of the applicant's application form will be circulated to all Members by the Clerk at least three clear working days prior to the Full Council meeting where the co-option will be considered. The application forms and any supporting documents will be treated by the Clerk and Members as strictly confidential.

2.5 Candidates will be sent a full agenda of the meeting at which they are to be considered for appointment, and will be informed they may, if they so wish, speak for up to three minutes about their application during the co-option item on the agenda at the meeting.

2.6 In the event of vacancies arising in multiple wards, candidates may apply to be considered for co-option in more than one ward.

3. VOTING PROCEDURE

3.1 Voting will be according to the agreed procedure in Standing Order 9(a), namely: 'Where more than two persons have been nominated for a position to be filled by the Council and none of those persons has received an absolute majority of votes in their favour, the name of the person having the least number of votes shall be struck off the list and a fresh vote taken. This process shall continue until a majority of votes is given in favour of one person. Any tie may be settled by the casting vote exercisable by the Chair of the meeting.'

3.2 Voting will be conducted as per the agreed procedure in Standing Order 3(r), namely: 'Unless standing orders provide otherwise, voting on any question 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 their vote for or against that question. Such a request shall be made before moving on to the next item of business on the agenda.'

3.3 After the vote has been concluded, the Chair will declare the successful candidate(s) duly elected. A Member elected by co-option is a full member of the Council but is not eligible for the basic parish allowance or Chair's allowance.

4. ACCEPTANCE OF OFFICE

4.1 The successful candidate(s) must sign their Declaration of Acceptance of Office before they can act as a Councillor. The Register of Members Interests form must be completed within 28 days and the Clerk will forward a copy to the District Monitoring Officer.

Parish Clerk
The Parish Office
The Triangle
Willingdon
East Sussex BN20 9PJ



Office Hours 9 am to 1 pm

Monday to Friday

Telephone: 01323 489603
email: nicola.williamson@

www.willingdonandjevington.org.uk

willingdonandjevingtonparishcouncil.co.uk

COMPASSIONATE LEAVE POLICY

Policy

We aim to extend sympathy, compassion and understanding should employees suffer a bereavement. At all times, we will try to assist employees to come to terms with their loss. Willingdon & Jevington Parish Council has a commitment to equal opportunities. It seeks to ensure that no potential or current employee receives less favourable treatment than another on the grounds of age, disability, gender, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

1.0 Introduction

The purpose of this policy is to provide managers and staff with sufficient information in relation to compassionate leave. It applies to all council employees and has been developed to provide help and support to members of staff should they experience personal bereavement.

This policy aims to detail when compassionate leave can be considered and the procedure for requesting this leave. Application for bereavement leave should be made to the Clerk, or in the case of the Clerk the Parish Council Chair.

Please note staff have the right to take time off for the caring of dependants under the Carers/Parental Leave Policy.

2.0 Bereavement

This policy should only be used in cases of bereavement.

Compassionate leave is the period of time an employee is granted off work by their employer following the death of a family member or loved one. This allows the employee time for grieving and managing bereavement matters, such as arranging and attending a funeral.

Any deviation from the qualifying relationships or compassionate leave period should be agreed by the Clerk.

3.0 Qualifying Relationships

Compassionate leave will apply for the following dependants:

- A spouse or partner
- A child (including stepchildren) – see section 5 below
- A parent (including stepparent)
- Parent – in law
- Sibling (including step sibling)
- Grandparent
- Grandchild

4.0 Compassionate Leave

There is no legal right for an employee to receive full pay during time off for compassionate leave.

The length of compassionate leave can be discussed and authorised the Clerk or in the case of the Clerk the Council Chair. The employee can take paid leave up to a maximum of 5 working days in any twelve-month period (pro-rata'd for part time staff). In exceptional circumstances where longer periods of leave are required a combination of compassionate, annual and unpaid leave maybe agreed if necessary to meet the particular circumstances and subject to operational needs of the organisation.

Compassionate leave will be paid at the employee's normal rate of pay.

5.0 Parental Bereavement

The Parental Bereavement (Leave and Pay) Act 2018 provides for at least two weeks' leave for employees following the loss of a child under the age of 18, or a stillbirth after 24 weeks of pregnancy (see Maternity Policy). The two weeks leave will be at the employee's normal rate of pay.

6.0 Employee – Notification/Documentation Requirements

Employees should notify the employer as soon as reasonably practicable of the reason they wish to take compassionate leave.

We accept that sometimes the need to take this leave can arise at very short notice, but request that employees should discuss their requirements with the Clerk before taking any time off and, in any event, at the earliest opportunity. All requests for compassionate leave will be dealt with on a confidential basis.

Date: 17/01/2025

Willingdon and Jevington Parish Council

Page 1

Time: 08:24

**Bank Reconciliation Statement as at 31/12/2024
for Cashbook 1 - Co-op Current Account**

User: 6782.A.BEAMS

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Co-op Current Account	31/12/2024		612,944.84
			<u>612,944.84</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			612,944.84
<u>Unpresented Receipts (Plus)</u>			
26/11/2024		65.00	
			<u>65.00</u>
			613,009.84
		Balance per Cash Book is :-	613,009.84
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

Date: 16/12/2024

Willingdon and Jevington Parish Council

Page 1

Time: 17:00

**Bank Reconciliation Statement as at 30/11/2024
for Cashbook 1 - Co-op Current Account**

User: 6782.A.BEAMS

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Co-op Current Account	30/11/2024		636,109.63
			<u>636,109.63</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			636,109.63
<u>Unpresented Receipts (Plus)</u>			
26/11/2024		845.00	
			<u>845.00</u>
			636,954.63
		Balance per Cash Book is :-	636,954.63
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

Co-op Current Account

List of Payments made between 01/11/2024 and 30/11/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/11/2024	Tesco Mobile Limited	DD	34.49		Mobile phone Oct 24
01/11/2024	Adapptify Ltd (Flexx Creative)	DD	21.99		Web host & support
01/11/2024	Wealden District Council	DD	182.00		NNDR
01/11/2024	Wealden District Council	DD	265.00		Wealden District Council
04/11/2024	Biffa Waste Services	DD	90.72		Waste Sep 24
04/11/2024	Saunders Security	BACS	155.00		TY locking Oct 24
04/11/2024	Struts Depot Limited	CARD	119.95		Pedestrian Gate closers
04/11/2024	Zoom Video Comms Inc	CARD	15.59		Zoom Nov 24
12/11/2024	David Miles	BACS	3,435.00		Invoice 70
13/11/2024	Sainsbury's	CARD	69.63		Sainsbury's
15/11/2024	British Gas	DD	104.11		Elec HL Pavilion Oct 24
18/11/2024	Willingdon P.C.C.	BACS	30.00		Christmas Tree
18/11/2024	Wealden District ALC	BACS	44.85		WDALC Subscription
18/11/2024	Nicola Williamson	BACS	108.00		Expenses
18/11/2024	Endeavour Business IT Solution	BACS	197.64		MS licences Nov
18/11/2024	East Sussex Pension Fund	BACS	1,053.48		LGPS Oct 24
18/11/2024	H M Revenue & Customs	BACS	1,075.54		HMRC Oct 24
18/11/2024	GE Pearce Tree Service Ltd	BACS	1,848.00		Green Lane tree works
18/11/2024	Countrymans Contractors Ltd	BACS	4,279.54		Grass works Oct 24
18/11/2024	Southern Land Services	BACS	1,687.48		Grounds Maint Oct 24
20/11/2024	Eastbourne Borough Council	405262	13.35		Eastbourne Borough Council
20/11/2024	Ian White	405261	30.00		Piper - Remembrance Service
21/11/2024	GeoXsphere Ltd	DD	180.00		Parish Online Subscription
21/11/2024	Amazon	CARD	114.06		Amazon
26/11/2024	British Telecom	DD	319.93		Phone
28/11/2024	British Gas	DD	85.20		Elec Toilet Oct 24
28/11/2024	David Miles	BACS	672.50		Contract works Nov 24
28/11/2024	East Sussex Pension Fund	BACS	1,266.06		LGPS Nov 24
28/11/2024	H M Revenue & Customs	BACS	1,512.86		HMRC - Nov 24
28/11/2024	Countrymans Contractors Ltd	BACS	4,279.54		Grass Works Nov 24
28/11/2024	Viking	BACS	102.74		Stationery & Stamps
28/11/2024	Lewes District Council	BACS	48.00		Play Area inspection Dec 24
28/11/2024	Mary Hammill	BACS	384.39		Salary Nov 24
28/11/2024	Nicola Williamson	BACS	3,223.38		Salary Nov 24
28/11/2024	Joanna Fitzpatrick	BACS	317.83		Salary Nov 24
28/11/2024	Yvonne Walford	BACS	78.73		Salary Nov 24
28/11/2024	Ewan Johnston	BACS	523.45		Salary Nov 24
Total Payments			27,970.03		

Co-op Current Account

List of Payments made between 01/12/2024 and 31/12/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
02/12/2024	Wealden District Council	DD	182.00		NNDR
02/12/2024	Wealden District Council	DD	265.00		NNDR
02/12/2024	NLS Security Lock Shop Direct	CARD	131.51		Bathroom lockset
02/12/2024	Tesco Mobile Limited	DD	34.49		Mobile Phones Nov 24
02/12/2024	Biffa Waste Services	DD	209.40		Waste collection Oct 24
02/12/2024	Adapptify Ltd (Flexx Creative)	DD	21.99		Web hosting Dec 24
04/12/2024	Streetlights	BACS	19.20		Coombe Rise/Meadows Rd
04/12/2024	Mulberry LAS Ltd	BACS	432.00		RFO support Nov 24
04/12/2024	Countrywide Grounds Maintenanc	BACS	469.50		Grounds Maint Dec 24
04/12/2024	Dion Electrical	BACS	480.00		Light socket & timer
04/12/2024	Southern Land Services	BACS	1,687.48		Grounds Maint Nov 24
04/12/2024	Zoom Video Comms Inc	CARD	15.59		Zoom Dec 24
12/12/2024	Sainsbury's	CARD	46.25		Xmas eventl refreshments
16/12/2024	British Gas	DD	112.23		Electric HL Pav Nov 24
17/12/2024	Information Commissioners Offi	DD	35.00		ICO Registration fee
18/12/2024	Viking	CARD	26.99		Kettle
19/12/2024	Streetlights	BACS	9.60		Col 109, Old Mill Lane
19/12/2024	Spencer Platt	BACS	50.00		Wasp nest removal cemetery
19/12/2024	Hire-A-Loo	BACS	128.57		Toilet hire Dec 24
19/12/2024	David Miles	BACS	195.00		Invoice 71
19/12/2024	Nicola Williamson	BACS	3,399.27		Salary Dec 24
19/12/2024	Joanna Fitzpatrick	BACS	317.83		Salary Dec 24
19/12/2024	Yvonne Walford	BACS	78.73		Salary Dec 24
19/12/2024	Ewan Johnston	BACS	523.45		Salary Dec 24
19/12/2024	Southern Land Services	BACS	406.38		Ashes interments
19/12/2024	David Miles	BACS	672.50		Contract Works Dec 24
19/12/2024	East Sussex Pension Fund	BACS	1,237.62		LGPS Dec 24
19/12/2024	H M Revenue & Customs	BACS	1,642.28		HMRC Dec 24
19/12/2024	Southern Land Services	BACS	1,817.29		Grave digging
19/12/2024	Southern Land Services	BACS	5,182.80		Planting
19/12/2024	UK Power Networks	BACS	2,096.40		Clement Lane
19/12/2024	Countrywide Grounds Maintenanc	BACS	469.50		Grounds Maint Nov 24
23/12/2024	Canon UK Ltd	BACS	50.24		Canon Aug - Oct 24
23/12/2024	Canon UK Ltd	BACS	100.82		Canon Nov - Jan
23/12/2024	Wealden Brass	BACS	125.00		Wealden Brass - Carol evening
23/12/2024	Streetlights	BACS	420.00		Col 239, Park Croft
23/12/2024	Yew Tree Stone	BACS	4,201.20		Cemetery Tablets
23/12/2024	Viking	BACS	116.34		Stationery
23/12/2024	Lewes District Council	BACS	48.00		Play Inspections Jan 25
24/12/2024	Eastbourne Borough Council	405263	13.35		Eastbourne Borough Council
27/12/2024	Wealden District Council	DD	182.00		NNDR
27/12/2024	Wealden District Council	DD	265.00		NNDR
30/12/2024	British Gas	DD	138.77		Electric Puiblic Conv Nov 24
30/12/2024	Wealden District Council	DD	1,732.50		Litter & Bins
31/12/2024	Biffa Waste Services	DD	90.72		Waste Nov 24
Total Payments			29,879.79		

Detailed Income & Expenditure by Budget Heading 10/03/2025

Month No: 11

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Administration								
1038 Property Income	504	0	0	0			0.0%	
1070 Solar Tariff Income	135	107	150	43			71.4%	
1076 Precept	201,869	213,393	213,393	0			100.0%	
1078 CIL	0	229,537	0	(229,537)			0.0%	229,537
1079 S106	0	122,645	0	(122,645)			0.0%	122,645
1084 Grass Cutting Contribution	6,804	0	6,804	6,804			0.0%	
1090 Interest Received	13,043	11,960	300	(11,660)			3986.6%	
1097 Community Toilet Scheme	1,111	1,599	1,500	(99)			106.6%	
6002 Community Infrastructure Levy	85,930	0	0	0			0.0%	
Administration :- Income	309,396	579,240	222,147	(357,093)			260.7%	352,181
4001 Admin Salaries	48,833	44,336	50,000	5,664		5,664	88.7%	
4002 Admin Employers NI & Pensions	13,995	13,281	15,000	1,719		1,719	88.5%	
4003 elections	16,902	0	0	0		0	0.0%	
4008 Training	610	276	500	224		224	55.2%	
4009 Admin Staff Travel	164	201	360	159		159	55.8%	
4010 RFO Support fees	4,027	2,970	4,700	1,730		1,730	63.2%	
4011 Rates	1,879	1,821	2,900	1,079		1,079	62.8%	
4012 Water Rates	713	593	800	207		207	74.1%	
4014 Electricity	884	718	500	(218)		(218)	143.5%	
4017 Hall Hire	60	0	50	50		50	0.0%	
4018 Bank Charges	30	90	0	(90)		(90)	0.0%	
4019 Cleaning	0	56	0	(56)		(56)	0.0%	
4021 Office Telephone	339	465	800	335		335	58.2%	
4022 Postage	353	211	350	140		140	60.1%	
4023 Stationery	944	1,046	850	(196)		(196)	123.1%	
4024 Subscriptions	3,436	4,783	3,200	(1,583)		(1,583)	149.5%	
4025 Insurance	6,228	6,616	8,000	1,384		1,384	82.7%	
4026 Printing	1,212	431	900	469		469	47.9%	
4027 IT Equipment	5,296	2,827	1,500	(1,327)		(1,327)	188.5%	
4028 Books & Publications	0	0	100	100		100	0.0%	
4029 Other Costs	834	783	700	(83)		(83)	111.8%	
4036 Property Maintenance	1,319	2,092	600	(1,492)		(1,492)	348.6%	
4041 New Equipment	1,371	532	1,000	469		469	53.1%	
4043 Litter & Waste Removal	1,072	742	700	(42)		(42)	105.9%	
4044 General Maintenance	0	165	0	(165)		(165)	0.0%	
4056 Legal & Professional	150	350	1,000	650		650	35.0%	
4057 Audit Fees	0	1,330	1,600	270		270	83.1%	
4059 Newsletter	3,931	2,570	2,500	(70)		(70)	102.8%	
4065 Other Grants	13,010	100	14,000	13,900		13,900	0.7%	

Detailed Income & Expenditure by Budget Heading 10/03/2025

Month No: 11

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4074 Contingency	675	0	1,000	1,000		1,000	0.0%	
4203 Key Holder Staff Salaries	155	0	200	200		200	0.0%	
Administration :- Direct Expenditure	128,422	89,385	113,810	24,425	0	24,425	78.5%	0
Net Income over Expenditure	180,975	489,855	108,337	(381,518)				
6000 plus Transfer from EMR	19,200	0	0	0				
6001 less Transfer to EMR	85,930	352,181	0	(352,181)				
Movement to/(from) Gen Reserve	114,244	137,674	108,337	(29,337)				
101 Grants and Donations								
4061 Closed Churchyard St Mary's	1,500	2,000	1,500	(500)		(500)	133.3%	
4062 Wealden CAB	600	1,100	1,000	(100)		(100)	110.0%	
4063 Cuckmere Community Bus	850	0	900	900		900	0.0%	
4065 Other Grants	7,440	12,016	15,000	2,984		2,984	80.1%	3,000
4067 General Power of Competence	0	0	2,000	2,000		2,000	0.0%	
4076 JPK Project	2,000	2,000	1,000	(1,000)		(1,000)	200.0%	
4368 Jevington Churchyard	650	2,960	750	(2,210)		(2,210)	394.7%	
Grants and Donations :- Direct Expenditure	13,040	20,076	22,150	2,074	0	2,074	90.6%	3,000
Net Expenditure	(13,040)	(20,076)	(22,150)	(2,074)				
6000 plus Transfer from EMR	5,490	3,000	0	(3,000)				
Movement to/(from) Gen Reserve	(7,550)	(17,076)	(22,150)	(5,074)				
102 Civic Expenses								
4008 Training	589	0	600	600		600	0.0%	
4017 Hall Hire	233	150	300	150		150	50.0%	
4100 Councillor's Travel Expenses	0	0	100	100		100	0.0%	
4101 Chairman's Allowance	300	25	300	275		275	8.3%	
Civic Expenses :- Direct Expenditure	1,122	175	1,300	1,125	0	1,125	13.5%	0
Net Expenditure	(1,122)	(175)	(1,300)	(1,125)				
200 Huggetts Lane Rec								
1075 Recreation Ground Income	800	575	1,800	1,225			31.9%	
Huggetts Lane Rec :- Income	800	575	1,800	1,225			31.9%	0
4006 Dog Warden Salaries	522	531	650	119		119	81.7%	
4007 Litter Picking Salaries	522	531	650	119		119	81.7%	
4012 Water Rates	362	504	1,000	496		496	50.4%	
4014 Electricity	922	705	800	95		95	88.1%	

Detailed Income & Expenditure by Budget Heading 10/03/2025

Month No: 11

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4027 IT Equipment	0	0	200	200		200	0.0%	
4036 Property Maintenance	598	3,761	1,100	(2,661)		(2,661)	341.9%	3,140
4037 Grounds Maintenance	1,565	1,761	4,300	2,539		2,539	40.9%	
4039 Dog Bin Emptying	1,640	1,230	1,850	620		620	66.5%	
4041 New Equipment	650	3,140	500	(2,640)		(2,640)	628.0%	3,140
4043 Litter & Waste Removal	675	512	800	289		289	63.9%	
4044 General Maintenance	7,977	8,344	2,000	(6,344)		(6,344)	417.2%	
4045 Safety Inspection	367	120	400	280		280	29.9%	
4047 Grasscutting Contract	1,803	196	750	554		554	26.1%	
4050 Trees and Hedges	0	0	1,000	1,000		1,000	0.0%	
4074 Contingency	440	0	1,000	1,000		1,000	0.0%	
4203 Key Holder Staff Salaries	1,716	1,717	1,600	(117)		(117)	107.3%	
4342 Memorial Seats Maintenance	324	270	350	80		80	77.1%	
Huggetts Lane Rec :- Direct Expenditure	20,082	23,319	18,950	(4,369)	0	(4,369)	123.1%	6,280
Net Income over Expenditure	(19,282)	(22,744)	(17,150)	5,594				
6000 plus Transfer from EMR	611	6,280	0	(6,280)				
Movement to/(from) Gen Reserve	(18,670)	(16,464)	(17,150)	(686)				
201 Tott Yew Rec								
4006 Dog Warden Salaries	522	524	650	126		126	80.7%	
4007 Litter Picking Salaries	522	524	650	126		126	80.7%	
4037 Grounds Maintenance	1,565	1,760	1,700	(60)		(60)	103.6%	
4039 Dog Bin Emptying	550	413	900	488		488	45.8%	
4041 New Equipment	23,082	617	500	(117)		(117)	123.4%	396
4044 General Maintenance	196	505	600	95		95	84.2%	
4045 Safety Inspection	367	120	400	280		280	29.9%	
4047 Grasscutting Contract	1,135	196	750	554		554	26.1%	
4050 Trees and Hedges	0	0	1,000	1,000		1,000	0.0%	
4074 Contingency	0	0	500	500		500	0.0%	
4203 Key Holder Staff Salaries	915	1,070	1,500	430		430	71.3%	
4342 Memorial Seats Maintenance	216	180	250	70		70	72.0%	
Tott Yew Rec :- Direct Expenditure	29,070	5,909	9,400	3,491	0	3,491	62.9%	396
Net Expenditure	(29,070)	(5,909)	(9,400)	(3,491)				
6000 plus Transfer from EMR	20,921	396	0	(396)				
Movement to/(from) Gen Reserve	(8,149)	(5,513)	(9,400)	(3,887)				

Detailed Income & Expenditure by Budget Heading 10/03/2025

Month No: 11

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
202 Jevington Rec								
4037 Grounds Maintenance	6,000	0	0	0		0	0.0%	
4044 General Maintenance	480	1,190	800	(390)		(390)	148.8%	
4074 Contingency	0	0	600	600		600	0.0%	
4342 Memorial Seats Maintenance	54	45	70	25		25	64.3%	
4352 Jevington Village Hall	11,860	0	0	0		0	0.0%	
Jevington Rec :- Direct Expenditure	18,394	1,235	1,470	235	0	235	84.0%	0
Net Expenditure	(18,394)	(1,235)	(1,470)	(235)				
6000 plus Transfer from EMR	17,860	0	0	0				
Movement to/(from) Gen Reserve	(534)	(1,235)	(1,470)	(235)				
300 General Amenities								
1084 Grass Cutting Contribution	0	4,374	3,500	(874)			125.0%	
General Amenities :- Income	0	4,374	3,500	(874)			125.0%	0
4036 Property Maintenance	17	0	0	0		0	0.0%	
4037 Grounds Maintenance	0	3,566	0	(3,566)		(3,566)	0.0%	
4039 Dog Bin Emptying	2,760	2,277	3,270	994		994	69.6%	
4041 New Equipment	27,487	243	1,000	757		757	24.3%	243
4043 Litter & Waste Removal	275	0	600	600		600	0.0%	
4044 General Maintenance	4,421	7,092	4,000	(3,092)		(3,092)	177.3%	3,920
4046 Handyman Maintenance	844	0	0	0		0	0.0%	
4047 Grasscutting Contract	40,830	28,530	45,000	16,470		16,470	63.4%	
4050 Trees and Hedges	30	1,605	2,000	395		395	80.3%	
4074 Contingency	180	0	1,000	1,000		1,000	0.0%	
4342 Memorial Seats Maintenance	1,296	1,080	1,300	220		220	83.1%	
4344 Jevington Pond - Green Lane	450	375	450	75		75	83.3%	
4345 Footpaths	1,965	1,638	2,000	363		363	81.9%	
4346 Jubilee Gardens	1,478	1,380	1,500	120		120	92.0%	400
4347 Glen Close Land	225	188	225	38		38	83.3%	
4348 Foulride Green	375	0	500	500		500	0.0%	
4349 Willingdon Memorial Hall	744	620	750	130		130	82.7%	
4361 Flowers around the Village	8,004	0	4,500	4,500		4,500	0.0%	
4700 Library contribution	2,616	1,579	3,158	1,579		1,579	50.0%	
4710 Library contingency	9,713	2,939	7,000	4,061		4,061	42.0%	2,581
General Amenities :- Direct Expenditure	103,710	53,111	78,253	25,142	0	25,142	67.9%	7,144
Net Income over Expenditure	(103,710)	(48,737)	(74,753)	(26,016)				
6000 plus Transfer from EMR	11,976	7,144	0	(7,144)				
Movement to/(from) Gen Reserve	(91,734)	(41,593)	(74,753)	(33,160)				

Detailed Income & Expenditure by Budget Heading 10/03/2025

Month No: 11

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
301 Street Furniture								
4341 Notice Boards - Maintenance	0	0	500	500		500	0.0%	
4343 Bus Shelters - Maintenance	0	0	1,500	1,500		1,500	0.0%	
Street Furniture :- Direct Expenditure	0	0	2,000	2,000	0	2,000	0.0%	0
Net Expenditure	0	0	(2,000)	(2,000)				
302 Street Lighting								
4014 Electricity	0	0	8,000	8,000		8,000	0.0%	
4041 New Equipment	63,498	24,628	5,000	(19,628)		(19,628)	492.6%	18,649
4042 Maintenance Contracts	10,885	8,164	10,500	2,336		2,336	77.7%	
4044 General Maintenance	497	358	3,000	2,642		2,642	11.9%	
Street Lighting :- Direct Expenditure	74,879	33,149	26,500	(6,649)	0	(6,649)	125.1%	18,649
Net Expenditure	(74,879)	(33,149)	(26,500)	6,649				
6000 plus Transfer from EMR	50,375	18,649	0	(18,649)				
Movement to/(from) Gen Reserve	(24,505)	(14,500)	(26,500)	(12,000)				
303 Amenity Free Resource								
4361 Flowers around the Village	0	4,319	0	(4,319)		(4,319)	0.0%	
Amenity Free Resource :- Direct Expenditure	0	4,319	0	(4,319)	0	(4,319)		0
Net Expenditure	0	(4,319)	0	4,319				
400 Cemetery								
1086 Ashes Internment Income	475	17,478	388	(17,090)			4504.6%	
1087 Burial Fees	62,230	40,885	81,000	40,115			50.5%	
1088 Memorial Seats	470	0	3,262	3,262			0.0%	
1089 Memorial Garden	29,190	13,094	4,000	(9,094)			327.4%	
Cemetery :- Income	92,365	71,457	88,650	17,193			80.6%	0
4007 Litter Picking Salaries	143	0	0	0		0	0.0%	
4008 Training	0	0	300	300		300	0.0%	
4011 Rates	2,352	2,651	3,000	349		349	88.4%	
4012 Water Rates	124	56	260	204		204	21.6%	
4013 Toilet Hire	1,286	1,085	1,550	465		465	70.0%	
4017 Hall Hire	30	0	0	0		0	0.0%	
4023 Stationery	59	47	300	254		254	15.5%	
4024 Subscriptions	(924)	0	430	430		430	0.0%	
4039 Dog Bin Emptying	275	(0)	0	0		0	0.0%	

Detailed Income & Expenditure by Budget Heading 10/03/2025

Month No: 11

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4041 New Equipment	3,635	22,791	8,000	(14,791)		(14,791)	284.9%	
4042 Maintenance Contracts	17,678	12,388	15,700	3,312		3,312	78.9%	
4044 General Maintenance	405	2,816	5,000	2,184		2,184	56.3%	
4050 Trees and Hedges	1,480	3,806	2,500	(1,306)		(1,306)	152.2%	
4056 Legal & Professional	0	0	300	300		300	0.0%	
4074 Contingency	0	606	3,000	2,395		2,395	20.2%	
4203 Key Holder Staff Salaries	1,881	1,888	2,100	212		212	89.9%	
4342 Memorial Seats Maintenance	2,090	1,350	1,110	(240)		(240)	121.6%	
4401 Cemetery Staff Salaries	5,720	6,002	13,000	6,998		6,998	46.2%	
4437 Grave Digging	16,473	7,270	30,000	22,730		22,730	24.2%	
4444 Grave Maintenance	123	0	300	300		300	0.0%	
4461 Garden of Remembrance	471	244	0	(244)		(244)	0.0%	
4462 Garden Plaques	218	320	300	(20)		(20)	106.6%	
4464 Ashes Interments	2,258	1,755	1,500	(255)		(255)	117.0%	
Cemetery :- Direct Expenditure	55,777	65,074	88,650	23,576	0	23,576	73.4%	0
Net Income over Expenditure	36,588	6,383	0	(6,383)				
6000 plus Transfer from EMR	1,200	0	0	0				
Movement to/(from) Gen Reserve	37,788	6,383	0	(6,383)				
500 Events								
1098 Music in the Park Income	1,645	1,665	1,200	(465)			138.8%	
Events :- Income	1,645	1,665	1,200	(465)			138.8%	0
4017 Hall Hire	0	0	150	150		150	0.0%	
4023 Stationery	118	0	100	100		100	0.0%	
4074 Contingency	65	400	1,000	600		600	40.0%	
4362 Christmas Lights & Carol Eve	3,628	425	4,700	4,275		4,275	9.0%	
4369 Parish Walk / Litter Pick	0	0	150	150		150	0.0%	
4370 Music in the Park	2,614	1,219	1,500	281		281	81.3%	
4380 Remembrance Parade	132	150	400	250		250	37.5%	
Events :- Direct Expenditure	6,558	2,194	8,000	5,806	0	5,806	27.4%	0
Net Income over Expenditure	(4,913)	(529)	(6,800)	(6,271)				
Grand Totals:- Income	404,206	657,312	317,297	(340,015)			207.2%	
Expenditure	451,054	297,947	370,483	72,536	0	72,536	80.4%	
Net Income over Expenditure	(46,847)	359,365	(53,186)	(412,551)				
plus Transfer from EMR	127,633	35,470	0	(35,470)				
less Transfer to EMR	85,930	352,181	0	(352,181)				
Movement to/(from) Gen Reserve	(5,145)	42,654	(53,186)	(95,840)				

		Reserves		Reserves		Proposed		Notes
		Balance	31-Mar	Balance	31-Mar	Balance	06-Sep	
		2022	2023	2023	2024	2024		
		£	£	£	£	£		
	Planning							
	Meadowburne							
	Pavillion	53,000		53,000	220,000			To include solar panels, flooring, bike racks
								Seats and Tables, CCTV and Alarm System
	Inside Pavilion				60,000			Kitchen equipment, electrical equipment.
	Sports Facilities	25,000		25,000	55,000			Tennis Court/Basket Ball
	Pavilion future maintenance				50,000			
	Wildflower area				50,000			Wildflower Area maintenance and set up
	Footpaths				50,000			Woodchipping/MOT to provide an accessible path for all.
	Allotments				60,000			Sheds, fencing, Security and admin costs
5051	Library Project							
	Building Purchase	200,000		200,000				£200,000 to go into EMR
902	Recreation Grounds							
	Huggetts Lane Fencing	50,000			10,000			
	Tott Yew Play Area	15,000			0			
	Tott Yew Green Gym	16,250			0			
903	Amenities							
	Streetlight Columns				50,000			
	Signage/Noticeboards				10,000			
	Freshwater Square/Farmlands Way Xmas Lights				2,500			
	Wannock Village Hall - warm roof				90,000			
904	Finance & General Purposes							
	Bus Shelters	2,000		2,000	2,000			
	Total CIL Earmarked	386,750		280,000	709,500			

	CIL Funds Available	615,044		595,018.56	
		228,294			
310	CIL Received per year	203,088.08	85,930.47	229,536.61	

Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
330 EMR - CIL	400,790.13	-35,069.61	365,720.52
331 EMR - CIL 24/25	0.00	229,536.61	229,536.61
341 EMR - Legal Fees	1,000.00		1,000.00
344 EMR - Village Halls	300.00		300.00
345 EMR - Library	11,002.00		11,002.00
346 EMR - Recreation Repairs	137.00	163.00	300.00
347 EMR - Jevington New Pavilion	124.00	-124.00	0.00
348 EMR - Self Ins Street Lighting	7,500.00		7,500.00
349 EMR - Street Lights - new/main	10,223.00	2,000.00	12,223.00
350 EMR - Bus Shelters	3,451.00	2,049.00	5,500.00
351 EMR - Traffic & Transport	1,960.00	-1,960.00	0.00
352 EMR - Triangle & Mem Gardens	1,650.00	-400.00	1,250.00
353 EMR - Street Lighting Energy	24,000.00		24,000.00
354 EMR - Signage	511.00		511.00
355 EMR - Foulride Green	1,540.00		1,540.00
356 EMR - Advanced Grave Maint	25,730.00		25,730.00
357 EMR - Cemetery Improvements	45,070.00	37,788.00	82,858.00
358 EMR - Cemetery Land	201,250.00		201,250.00
359 EMR - Wealden Citizen's Advice	24,000.00		24,000.00
360 EMR - Website Design	800.00		800.00
363 EMR - Allotments	0.00	10,000.00	10,000.00
370 EMR - S106	0.00	122,644.60	122,644.60
	761,038.13	366,627.60	1,127,665.73



Ministry of Housing,
Communities &
Local Government

Open consultation

Sussex and Brighton devolution consultation

Published 17 February 2025

Response by 13th April 25 midnight

Applies to England

Contents

Establishing a Mayoral Combined County Authority across East Sussex, West Sussex and Brighton and Hove

Basic information

1. Background
2. Proposed Institution, Governance and Decision Making Arrangements
3. What powers would be available
4. What this means for Sussex and Brighton
5. Consultation questions
6. Next steps

Annex A – Devolution Framework Summary Table

Annex B – Address details and list of consultation questions

Annex C: About this consultation

Annex D: Personal data



© Crown copyright 2025

This publication is licensed under the terms of the Open Government Licence v3.0 except where otherwise stated. To view this licence, visit nationalarchives.gov.uk/doc/open-government-licence/version/3 or write to the Information Policy Team, The National Archives, Kew, London TW9 4DU, or email: psi@nationalarchives.gov.uk.

Where we have identified any third party copyright information you will need to obtain permission from the copyright holders concerned.

This publication is available at <https://www.gov.uk/government/consultations/sussex-and-brighton-devolution/sussex-and-brighton-devolution-consultation>

Establishing a Mayoral Combined County Authority across East Sussex, West Sussex and Brighton and Hove

Topic of this consultation:

This consultation seeks views on a proposal to form a Mayoral Combined County Authority for the local government areas of East Sussex County Council, West Sussex County Council, and Brighton and Hove City Council (referred to as Sussex and Brighton in this consultation).

In December 2024, the government published the [English Devolution White Paper \(https://www.gov.uk/government/publications/english-devolution-white-paper-power-and-partnership-foundations-for-growth/english-devolution-white-paper\)](https://www.gov.uk/government/publications/english-devolution-white-paper-power-and-partnership-foundations-for-growth/english-devolution-white-paper). This sets out plans to move power out of Westminster and back to local communities, ensuring that every part of England is covered by devolution. The local council leaders from East Sussex County Council, West Sussex County Council, and Brighton and Hove City Council have since written to government expressing their interest in taking forward devolution within their area through the establishment of a Mayoral Combined County Authority, with the first election for a Mayor taking place in May 2026. Before taking a decision on whether to proceed with the making of the necessary legislation, the government is seeking views from interested parties, including those who live and work in the area.

Scope of this consultation:

This consultation seeks views, particularly from interested parties, including those who live and work across Sussex and Brighton, on the effect of establishing a Mayoral Combined County Authority in the area. It includes questions on the proposed geography and how the Combined County Authority will make decisions, together with questions on the effects of working across this geography through a Mayoral Combined County Authority.

In some parts of the country, there may be proposals for reorganisation of existing councils. This is a separate process and is not covered by this consultation. Further information on this is set out in this document.

Geographical scope:

These proposals only have direct effect within the geographical area covered by the local councils listed above.



Basic information

Body/bodies responsible for the consultation:

Ministry of Housing, Communities and Local Government

Duration:

This consultation will last until 13 April 2025 23:59.

How to respond:

We encourage everyone to use this opportunity to share your opinions on the proposal for the establishment of a Mayoral Combined County Authority across this area.

The easiest way for you to respond and engage in the consultation is by completing the [online form \(https://consult.communities.gov.uk/lggc/sussex-and-brighton-devolution-consultation\)](https://consult.communities.gov.uk/lggc/sussex-and-brighton-devolution-consultation). Once you are on the website, you will be guided through the specific questions on which we are seeking views.

If you are unable to provide your views through the online form, you can alternatively email or post your response to the questions. Details on how to do this are set out in Annex B. Please follow the format of the questions as set out in Annex B. For email and postal responses, please make clear which area consultation you are responding to (there are a number of live consultations on English devolution). This consultation is about a proposal to form a Mayoral Combined County Authority for the local government areas of East Sussex County Council, West Sussex County Council, and Brighton and Hove City Council.

1. Background

1.1 Devolution context

Through devolution, areas and their local leaders receive more powers, functions and funding to take decisions about local priorities. Currently, over 34 million people – around 61% of the population of England – are covered by a devolution arrangement. However, England remains one of the most centralised countries in the developed world, meaning decisions are too often taken by central government rather than by local leaders.

In December 2024, the government published the [English Devolution White Paper \(https://www.gov.uk/government/publications/english-devolution-white-paper-power-and-partnership-foundations-for-growth/english-devolution-white-paper\)](https://www.gov.uk/government/publications/english-devolution-white-paper-power-and-partnership-foundations-for-growth/english-devolution-white-paper), which set out a new Devolution Framework for English devolution which will move power out of Westminster and into the hands of those who know their area best. The White Paper sets out how further devolution to local areas

within England can help deliver economic growth and more joined-up delivery of public services, and increase trust in politics.

Devolution can achieve this through enabling more decisions to be taken at a more local level, thereby making it easier to tailor decisions to local needs and priorities; enabling more coordinated action in a place; giving communities a greater say in decisions that affect them; and driving innovation in policy and delivery.

The government's ultimate ambition on devolution is universal coverage across England, with a strong preference for every area to have a Mayor, so that every part of the country can unlock the benefits and opportunities that devolution brings.

1.2 Introduction to Combined County Authorities and Mayors

Combined County Authorities are organisations made up of a group of councils who come together over larger areas that people recognise and work in. They allow councils to work together in a structured way and take decisions over a wider area footprint, with powers and responsibilities being held by that Combined County Authority. Combined County Authorities do not replace the councils in your area – and services such as social care, libraries and education that are provided by the council continue to be provided by the council.

A Combined County Authority can be led by a directly elected Mayor. This is then known as a Mayoral Combined County Authority. The government is supportive of places having Mayors because they have a mandate to take big decisions affecting more people, they have convening power to tackle shared problems, and they are accountable to the local electorate for the decisions they take. Mayors in other parts of the country have become vital local leaders, delivering on the promise of change in their area to drive growth, more joined-up delivery, and earning trust.

1.3 The Devolution Priority Programme

Many parts of the country (such as Greater Manchester, Liverpool City Region, the East Midlands, York and North Yorkshire, and the West of England) now have Mayoral Combined Authorities or Mayoral Combined County Authorities. London also has a directly elected Mayor and the Greater London Authority. These institutions have received funding, powers

and functions in areas like skills, transport, and housing. However, many parts of the country do not yet have devolution arrangements like this.

In the English Devolution White Paper, the government set out the ambition of delivering devolution to more parts of England, aiming to establish new Combined Authorities or Combined County Authorities that would have Mayors elected in May 2026.

To achieve this, the government has established the Devolution Priority Programme, to provide a fast-track to creating Mayoral Combined Authorities or Mayoral Combined County Authorities for areas ready to come together over sensible geographies which meet the criteria set out in the White Paper. These places will receive the full backing of government to deliver to these ambitious timescales.

In July 2024, the government invited areas currently without devolution arrangements to put forward proposals for how they would like to take on devolution in their area. Following the publication of the White Paper, these areas had the opportunity to seek to join the Devolution Priority Programme. The government received positive responses from a number of different places, and local council leaders of East Sussex County Council, West Sussex County Council and Brighton and Hove City Council applied to join the Devolution Priority Programme to establish a Mayoral Combined County Authority over the geography of those local councils.

Following an assessment of geography and readiness, the government announced that Sussex and Brighton will be part of the Devolution Priority Programme, along with the five other areas listed below:

- Cumbria (Cumberland Council, Westmorland and Furness Council);
- Cheshire and Warrington (Cheshire East Council, Cheshire West and Chester Council, Warrington Borough Council);
- Hampshire and the Solent (Hampshire County Council, Portsmouth City Council, Isle of Wight Council, Southampton City Council);
- Greater Essex (Essex County Council, Thurrock Council, Southend-on-Sea City Council); and
- Norfolk and Suffolk (Norfolk County Council, Suffolk County Council).

1.4 Implementing devolution in Sussex and Brighton

There is a statutory process that has to be followed to establish a Combined County Authority. This includes a public consultation to seek local views and inform a final decision by government.

The government is minded to establish a Mayoral Combined County Authority for Sussex and Brighton. It will take a decision on whether to proceed with the necessary implementing legislation after considering responses to this consultation and whether a series of statutory tests have been met. In particular, Ministers will need to decide:

- Whether they consider that the establishment of a Combined County Authority in the area is likely to improve the economic, social and environmental wellbeing of some or all of the people who live or work in the area;
- Whether establishing a Combined County Authority in the area is appropriate, having regard to the need to:
 - secure effective and convenient local government; and,
 - reflect the identities and interests of local communities.

Ministers will also consider all factors in the round when taking the decision on whether to proceed with the necessary implementing legislation, including an equalities impact assessment and an environmental principles policy statement.

If a decision is taken to proceed, and providing councils consent, the next stage is for ministers to make secondary legislation establishing the Combined County Authority and providing for the election of a Mayor. This legislation will also confer some transport and economic regeneration functions onto the Combined County Authority. This will allow the Combined County Authority to begin work on delivering local priorities from day one.

The Mayor for the area would then also represent the area on the Council of Nations and Regions, which includes the Prime Minister, the First Minister of Scotland, the First Minister of Wales, the First and Deputy First Minister of Northern Ireland, and the Mayors of Combined Authorities and Combined County Authorities of England. The Mayor would also represent the area on the Mayoral Council (which includes the Deputy Prime Minister and the Mayors of Combined Authorities and Combined County Authorities of England) to enable the area's voice to be heard at a national level.

If the decision is taken not to proceed, then the Mayoral Combined County Authority would not be established to the timelines of the Devolution Priority Programme. This would mean that the area would not receive the full suite of powers, funding and functions as set out in Section 3 of this consultation, and the area would not be represented on the Council of Nations and Regions. The government will continue to work with local councils on the best devolution approach for their area.

The government will introduce an English Devolution Bill to Parliament in due course. The intention of that Bill is to automatically confer all the powers and functions in the Devolution Framework to the Mayoral Combined County Authority once it is established. Section 3 of this consultation

outlines what these functions would be and explains the Devolution Framework.

If the Bill does not receive Royal Assent and its provisions do not come into force, the government intends to bring forward secondary legislation to confer the functions in the Devolution Framework to the Mayoral Combined County Authority.

2. Proposed Institution, Governance and Decision Making Arrangements

2.1 Name and geographic area

It is proposed that a Mayoral Combined County Authority is established over the local authority areas of East Sussex, West Sussex and Brighton. The government's proposal is that the Combined County Authority would be formally known as the Sussex and Brighton Combined County Authority.

2.2 Membership

Constituent councils

The county councils of East and West Sussex, and Brighton and Hove City Council, would be the constituent councils of the proposed Combined County Authority.

Each council would appoint two representatives to be constituent members. This means that there would be six constituent council members in total. Constituent councils would each be able to appoint the same number of substitute members as they appoint constituent members to act in the absence of their constituent members.

The Mayor

The Combined County Authority would have a Mayor, directly elected by local government electors (which are those eligible to vote in local council elections who are on the electoral register) across the three constituent council areas. The first mayoral election would take place on 7 May 2026. Mayors are typically elected on 4-year terms.

The Mayor would be a constituent member of the Combined County Authority, and exercise the mayoral functions outlined in the Devolution Framework on behalf of the Combined County Authority.

The Mayor would be required to appoint a deputy Mayor from among the constituent members to act in their absence or if the office of the mayor is vacant.

The Mayor would be permitted to appoint a maximum of one political advisor.

Non-constituent and associate members

The Sussex and Brighton Combined County Authority's constituent members would be able to appoint a maximum of six non-constituent and associate members to support the delivery of their work programme. Non-constituent members are representatives of an organisation; for example, a district council, local NHS trust, the Police and Crime Commissioner, or a local registered provider. Associate members are named individuals who can provide particular experience or expertise – for example, on active travel, or local businesses.

2.3 Role of district councils

Much of England has two tiers of local government – upper-tier county councils and lower-tier district councils – with responsibility for local services split between the two.

The constituent councils of the proposed Combined County Authority would be the upper tier authorities only. Under the Levelling Up and Regeneration Act 2023, district councils cannot be full constituent members of a Combined County Authority. However, they could participate as non-constituent members and serve on committees (see section 2.5 on non-constituent members' role in decision-making).

2.4 Combined County Authority powers, functions and funding

The Combined County Authority and its Mayor would have some functions conferred onto them as part of the secondary legislation establishing the Combined County Authority as an institution. These functions would enable them to begin work on delivering local priorities from day one and are expected to include economic development and transport.

The [English Devolution White Paper](https://www.gov.uk/government/publications/english-devolution-white-paper-power-and-partnership-foundations-for-growth/english-devolution-white-paper)

(<https://www.gov.uk/government/publications/english-devolution-white-paper-power-and-partnership-foundations-for-growth/english-devolution-white-paper>) sets out the government's ambitions for devolution. This includes the powers, functions and funding available to combined county authorities – a summary table is included at Annex A.

The collection of powers, functions and funding is known as the Devolution Framework. The powers, functions and funding of a Combined County Authority vary depending on its governance and maturity. The government's intention would be for the Sussex and Brighton Combined County Authority to have the powers, functions and funding set out at the mayoral level of the framework. These functions would give the Combined County Authority and the Mayor greater local control over areas such as transport, adult education and skills, and housing to enable improvements in local connectivity, educational outcomes, economic development, driving economic growth and improved social wellbeing.

The government intends to implement the Devolution Framework via the English Devolution Bill; the functions within it would then automatically be conferred onto any existing Combined County Authority if the Bill receives Royal Assent, and the provisions come into force.

2.5 Decision making at the Combined County Authority

The Combined County Authority's constituent members (the Mayor and the six constituent council members) would be the decision makers within the Combined County Authority. Constituent members would automatically have voting rights. Non-constituent members can be given voting rights at the discretion of the Combined County Authority; associate members cannot be given voting rights.

All members would have a single vote. The default voting arrangement for Combined Authority decisions to be approved would be a simple majority in favour, including the Mayor (i.e. 4 out of 7).

No decisions can be made at a Combined County Authority meeting unless the Mayor (or deputy Mayor) and at least four constituent council members are present.

2.6 Oversight

To ensure effective scrutiny of decision making and audit of how resources are used, the Combined County Authority would have at least one Overview and Scrutiny Committee, and one Audit Committee, in line with the requirements of the Levelling Up and Regeneration Act 2023.

Further improvements to accountability and oversight are in development and are included in Section 5 of the English Devolution White Paper ahead of legislation being laid.

2.7 Remuneration

The Sussex and Brighton Combined County Authority would approve a scheme for the allowances for constituent members, following consideration of a report from an Independent Remuneration Panel. The Mayor can be paid an allowance as agreed by the constituent council members, also following consideration of a report from an Independent Remuneration Panel.

2.8 Local government reorganisation and its impacts

Councils in this area have been invited to develop proposals for new unitary local government. This would replace the existing two-tier system, where services are split between a county and district councils, and bring these services together in unitary local government, creating opportunities for service transformation which can support improvements in delivery. The aim is to build empowered, simplified, resilient and sustainable local government for your area that will increase value for money for council taxpayers and enable more funding to be spent on local public services.

This process (known as “local government reorganisation”) is a separate process to the one in this consultation. On 5 February 2025, the Minister of State for Local Government and English Devolution invited all councils in your area to develop unitary proposals. All councils in your area have been invited to undertake wide engagement before submitting robust and evidenced unitary proposals to government by 26 September. The established assessment and decision making process will then be followed to determine which, if any, of the proposals submitted are to be implemented.

Further information is being made available at [Local government reorganisation: Policy and programme updates - GOV.UK](https://www.gov.uk/government/consultations/sussex-and-brighton-devolution/sussex-and-brighton-devolution-consultation)

<https://www.gov.uk/government/collections/local-government-reorganisation-policy-and-programme-updates>

This local government reorganisation process does not affect the potential establishment of this Combined County Authority or the Mayoral election in May 2026. In due course, if a proposal is implemented, any new unitary councils will become the constituent members of the Combined County Authority and, legally, it will become a Combined Authority. This change does not affect the functions/powers or funding available to the area. The governance and decision making arrangements within the Combined Authority will then be updated to reflect any changes needed.

Legislation has also been made to postpone local council elections from May 2025 to May 2026 in: Norfolk County Council and Suffolk County Council; Essex County Council and Thurrock Council; Hampshire County Council and the Isle of Wight Council; East Sussex County Council and West Sussex County Council. This will allow these councils to deliver both devolution and local government reorganisation to the most ambitious timeline, working toward the first election for the Mayors of the Combined County Authorities in May 2026.

3. What powers would be available

The [English Devolution White Paper](https://www.gov.uk/government/publications/english-devolution-white-paper-power-and-partnership-foundations-for-growth/english-devolution-white-paper)

<https://www.gov.uk/government/publications/english-devolution-white-paper-power-and-partnership-foundations-for-growth/english-devolution-white-paper> sets out the powers, functions and funding for all Combined County Authorities such as the one proposed in this consultation. This is known as the Devolution Framework. The framework is the floor, not the ceiling, of the government's ambitions, which means it will be reviewed regularly to consider whether it can be deepened, with more powers being given to local areas that have a Combined County Authority with a Mayor.

The framework has three tiers – Foundation, Mayoral, and Established Mayoral. If the Mayoral Combined County Authority in this consultation was created, it would be set up at the 'Mayoral' tier. The institution could then progress in the future to the 'Established Mayoral' tier, subject to meeting certain eligibility criteria (see section 2.2.4 of the White Paper). This means that, at the Established Mayoral tier, it would be eligible to receive more powers and funding from central government.

The framework is to be implemented through the English Devolution Bill, subject to its passage through Parliament and receiving Royal Assent. A table summarising the devolution framework is provided in Annex A, and a more detailed summary of what powers, functions and funding the

Combined County Authority would receive under that Bill is set out below. For full detail of the powers, functions and funding that the Combined County Authority would receive based on being in the Mayoral tier, please refer to Chapter 3 of the English Devolution White Paper.

3.1 Funding

The below sets out the types of funding available to Mayoral Combined County Authorities.

The Mayoral Combined County Authority would receive devolved funding from central government, including those relating to the following policies:

- Housing and regeneration.
- Local growth.
- Adult skills (except apprenticeships).
- Local transport.

This gives the Mayoral Combined County Authority control over how funding is spent, including to tailor how it is spent to meet local needs in the area. As with all government programmes, the precise programmes that will be devolved (and the amount of funding) will be determined through the Spending Review in June (which is central government's process for setting budgets, which determines which government programmes exist and their funding amount).

However, Mayoral Combined Authorities that were in existence in the Spending Review period 2021-2024 received funding from central government, such as:

- Funding to support housing on brownfield sites in the area.
- Funding for local growth in the area.
- Devolved funding for skills, such as the Adult Skills Fund, which is used to fund education and training for adults aged 19 and above.
- Devolved funding for local transport, such as funding to support maintaining and improving the highways network and funding to support bus services and keep fares down.

In addition, the Mayoral Combined County Authority would receive a 30-year 'Investment Fund' from central government. The amount of this fund would be confirmed at the government's Spending Review in June 2025. However, the parameters of it are:

- It is a flexible fund for local leaders to drive economic growth. The priorities for it are set locally through the Mayoral Combined County Authority – not by central government.
- It is long term, covering a period of 30 years. The intention of this is to give certainty when local leaders (through the Mayoral Combined County Authority) make decisions on investments.
- It is a mix of revenue spending (which can be spent on ‘day-to-day’ policies like adult skills) and capital spending (which is money spent on investment in policies like housing).

The Mayoral Combined County Authority would also receive capacity funding from central government to help set up the new organisation.

The Mayoral Combined County Authority would have the ability to introduce a mayoral precept on council tax should they choose to do so. This allows the authority to raise money to fund local priorities.

3.2 Transport and local infrastructure

The government believes that high quality transport infrastructure and services support growth and opportunity, and that bringing decisions about transport closer to people is key to improving the transport networks everyone relies on. The Combined County Authority would become the Local Transport Authority for its area, which means it is responsible for public transport services, like buses, instead of local authorities.

Buses and active travel

In many parts of England, bus services have been deregulated since the Transport Act 1985. This means services are run by private bus operators who set the routes, fares, and timetables.

As a Local Transport Authority, the Mayoral Combined County Authority would be empowered (but not required) to change this approach across the whole area in order to improve local bus services. They could decide to pursue:

- An Enhanced Partnership, under which Local Transport Authorities (like the Mayoral Combined County Authority) have more powers to work with bus operators to set a vision for bus services across the whole area and a plan to help achieve these improvements.
- A franchised system, under which the Mayoral Combined County Authority awards contracts for buses in their area (or in specific routes), and these contracts can be used to determine things like routes,

timetables, fares and branding. This is the model used in London and introduced recently in Greater Manchester.

- Publicly owned bus companies, which could work alongside either an Enhanced Partnership or a franchised bus system.

The powers for this are set out in the government's Bus Services Bill and more information on the powers available to Local Transport Authorities (such as the Mayoral Combined County Authority) is set out in the [overview of the Bus Services Bill](https://assets.publishing.service.gov.uk/media/5a80769a40f0b62302693a81/the-bus-services-bill-an-overview.pdf) (<https://assets.publishing.service.gov.uk/media/5a80769a40f0b62302693a81/the-bus-services-bill-an-overview.pdf>).

The Combined County Authority would play an important role in decarbonising transport and reducing the environmental and health impacts of transport. The government would expect the Combined County Authority to develop plans to decarbonise and reduce air pollution from their local bus fleet, including how and when emissions reductions will be delivered.

Active travel (such as walking, wheeling, and cycling) delivers a range of benefits for people and communities. Active Travel England (which is a central government organisation sponsored by the Department for Transport) would support the Combined County Authority to increase capability and address skill gaps to ensure a consistent approach to safety and accessibility for all users, with a right to request capability assessments for their constituent authorities.

Rail

The government is seeking to put passengers and local communities back at the heart of railways and to protect their interests. The proposed Mayoral Combined County Authority would play an important role in this:

- The Mayor would have a statutory role (meaning a role set out in law) in governing, managing, planning, and developing the rail network. The intention is that the Mayor can use this role to embed the voice of their community in decisions on the rail network. Government will consult on this role ahead of the legislation required.
- If they meet transparent criteria, the Mayor would also be given the option for greater control over local rail stations. Rail stations are generally currently controlled either by central government, through a body known as Network Rail, or by train operating companies. Mayors will be given the option of greater control so they can capitalise on the opportunities in and around rail stations for local people, for economic growth, accessibility, and intermodal connectivity. For example, this might include regenerating the area around the rail station, working to join up different forms of transport, or building homes.
- Engagement with the Department for Transport on its national rail planning processes. This has been trialled with Greater Manchester and

West Midlands Combined Authorities already, and is intended to allow local ambitions to be better reflected in national policy.

- The government would work in close collaboration with the Mayoral Combined County Authority to deliver shared ambitions on ticketing. London has shown how ticketing systems that are integrated across different forms of transport can help to get more people onto public transport. The Department for Transport (through an organisation known as Great British Railways) is committed to working in partnership with Mayoral Combined County Authorities to deliver these sorts of ambitions, building on existing 'pay-as-you-go rail pilots' (which are trials that allow passengers to tap in and out of stations using a contactless card or device).

Roads

The Mayoral Combined County Authority would play a key coordination role in the local road network. It would work with National Highways on the strategic road network (which covers motorways and some A roads), and its constituent councils on local roads. Responsibility for local roads would remain with the councils, and not with the Mayoral Combined County Authority.

This includes:

- The Mayoral Combined County Authority would set up and coordinate a 'Key Route Network' (KRN) on behalf of the Mayor. A KRN is a collection of locally important roads – the aim of setting it up is to allow for major roads to be managed in a strategic way, to improve traffic flow, reduce congestion, introduce bus priority, or cycle infrastructure across an area. Mayors would also hold a 'power of direction' over this network to support delivery of their agreed Local Transport Plan. This means they can require a constituent council to use their road powers in a way that is consistent with the KRN.
- As the Local Transport Authority, the Mayoral Combined County Authority would be empowered to regulate on-street micromobility schemes (like hire bikes), so local areas can shape these schemes around their needs, connect people to public transport, and tackle the problem of badly-parked cycles and e-cycles.
- Subject to a separate consultation, it is proposed that the government will devolve approval of local Lane Rental schemes to Mayoral Combined County Authorities. This would enable constituent councils to charge the companies undertaking roadworks on busy roads at busy times with the aim of minimising disruption by seeking the Mayoral Combined County Authority's approval, rather than the Department for Transport.
- National Highways are committed to formalising and strengthening its relationship with Mayoral Combined County Authorities, which will ensure a more cohesive approach to the management and development of England's strategic road network alongside local roads.

3.3 Skills and employment support

The Mayoral Combined County Authority would receive:

- Devolved adult skills funding and functions from the Department for Education. Adult skills funding is intended to support adults aged over 19 to participate in education and training.
- Devolution of future 'supported employment' funding from the Department for Work and Pensions – which is funding to help disabled people, people with health conditions, and those with more complex barriers to work to find a suitable job and sustain work. It can also be used to help those in work but at risk of falling out of the labour market to retain their job.

These funds would support the Mayoral Combined County Authority to do things like tailor the training and support for adults in the area to the types of jobs available locally, and to local priorities. The government has also committed to giving Mayoral Combined County Authorities a substantive role in co-designing any future national employment support programmes that is additional to the core work done by Jobcentre Plus. The Mayoral Combined County Authority would also be asked to produce a local Get Britain Working Plan for its area, which would be focused on reducing economic inactivity and driving integration between national and local health, work, and skills provision in the area.

The Mayoral Combined County Authority would also take on joint ownership of the Local Skills Improvement Plan model with Employer Representative Bodies. These Plans set the strategic direction for skills provision in the area and could help to facilitate opportunities for 16-19-year-olds to undertake apprenticeships, education and training that lead to good quality employment opportunities.

3.4 Housing and strategic planning

The government is committed to delivering 1.5 million new homes in this Parliament, and Mayoral Combined County Authorities are integral to meeting that commitment:

- The Mayoral Combined County Authority would be given control of funding to support regeneration and housing delivery. As set out in section 3.1, the precise funds and amount would be determined through the next Spending Review. However, as context, Mayoral Combined Authorities that existed in the period 2021 to 2024 received control of

funding from the Ministry of Housing, Communities and Local Government to support the delivery of housing on brownfield sites.

- The Mayoral Combined County Authority would have a strategic place partnership with Homes England (which is a central government organisation sponsored by the Ministry for Housing, Communities, and Local Government) – a formal partnership arrangement which brings together their respective strengths and resources.
- The Mayoral Combined County Authority would also have powers to drive regeneration in their area. For example, they would have powers to establish Mayoral Development Corporations, which are statutory bodies created to help deliver regeneration schemes. Housing and strategic planning powers are set out in Section 3.5 of the English Devolution White Paper.
- The government has recently announced that, in all parts of the country, groups of councils will be required to work together to develop Spatial Development Strategies (SDS). In this area, that work would be led by the Mayoral Combined County Authority, with the Mayor empowered to develop and propose the SDS. Once an SDS is in place, the Mayor would also be given powers, similar to those held by the Mayor of London, to ‘call in’ planning applications of ‘strategic importance’. These powers will enable Mayors to scrutinise the most significant planning proposals in their area to ensure they support the SDS. The Mayor would also receive the ability to charge new developments (such as developments led by private sector housebuilders) in their area. This is known as a ‘Mayoral Community Infrastructure Levy’ and the revenue collected is used to help deliver local infrastructure.

3.5 Economic development and regeneration

The Mayoral Combined County Authority would play a crucial role in attracting international investment for the area – supporting business to thrive and grow, and creating vibrant places where people want to live and work.

To help achieve this, the Mayoral Combined County Authority would take lead responsibility for managing and focusing local programmes that provide businesses with support and advice on things like introductions to local supply chains or help with starting a new business (known as ‘business support’ programmes). This involves hosting the local Growth Hub, which is part of a national Business Growth Service but can tailor its services to the needs of the local economy and local businesses. The Mayoral Combined County Authority and the Department for Business and Trade would form a strategic partnership to align national and local policymaking. The partnership would also ensure effective delivery of

interventions to boost domestic business growth, boost exports, encourage inward investment and grow the co-operative and mutual economy.

To support the Mayoral Combined County Authority to unlock their area's innovation potential, working in partnership with businesses and universities, there would be stronger direct connections with UK Research and Innovation (UKRI), which is a central government organisation that directs research and innovation funding, funded through the science budget of the Department for Science, Innovation and Technology.

Given the importance of culture, heritage, sport, and tourism to local economies and communities, the Department of Culture, Media and Sport (and its Arm's Length Bodies, such as Historic England) would explore a deeper, collaborative partnership with the Mayoral Combined County Authority.

3.6 Environment and climate change

Making Britain a clean energy superpower is one of the government's five defining missions. The decarbonisation journey will support efforts to protect the natural environment and biodiversity. The Mayoral Combined County Authority would be a crucial partner in transitioning Great Britain to a low-cost, clean power energy system by 2030, and in implementing the Warm Homes Plan to save households money on their bills and to reduce the UK's carbon emissions. The Combined County Authority would have a role in co-ordinating the zoning of local heat networks, meaning they would play a role in the delivery of heat decarbonisation.

The Combined County Authority would also have a strategic role on net zero including on Great British Energy's Local Power Plan and Warm Homes Plan. In order to provide local, place-based environmental leadership, the Combined County Authority would play a leadership role in Local Nature Recovery Strategies, through convening partnerships and coordinating action, funding and delivery.

3.7 Health, wellbeing, and public service reform

The government believes that Mayoral Combined County Authorities have a key role to play in improving health and wellbeing alongside wider public service reform. To support the Mayoral Combined County Authority to drive a "health in all policies" approach, it would have a new bespoke duty in relation to health improvement and health inequalities. This duty would ensure that the Mayoral Combined County Authority takes into account the

need to improve health outcomes and reduce health inequalities when exercising their powers and functions, giving them a clear stake in improving local health outcomes.

By working with other local leaders, the institution would also be able to bring together local partners to work together on reforming, and driving improvements in, public services. For example, the government has established an expectation that Mayors will be considered for the role of chair for the NHS Integrated Care Partnership. The government would also work with stakeholders in the Mayoral Combined County Authority's area to identify areas to facilitate the alignment of public service boundaries and closer working when there is a clear rationale for doing so, and where the benefits significantly exceed any costs and risks incurred.

3.8 Public safety

The Mayoral Combined County Authority would have an important role to play in achieving the government's Safer Streets Mission, supporting rehabilitation, and reducing reoffending, and in supporting the safety of their residents and the resilience of their communities. This should complement the role local councils play in this area. To deliver this, the government is committed to increasing the number of Mayors who take on Police and Crime Commissioner (PCC) and Fire and Rescue Authority (FRA) responsibilities. Generally, where devolution geographies align with police force and fire and rescue geographies, Mayors would become responsible for exercising PCC and FRA functions.

3.9 Established Mayoral Status

In time, the Mayoral Combined County Authority could apply for 'Established Mayoral' Status, which is a deeper level of devolution – meaning, for example, more powers and funding from central government. If they achieved this status, they would automatically receive the additional powers available at that level, including an Integrated Settlement, which will give the area even greater funding freedom and flexibility. The conditions the Mayoral Combined County Authority would need to meet to become eligible are set out in Section 2.2.4 of the English Devolution White Paper; and the deeper powers available to them are summarised in the fourth column of the table in Annex A of this consultation document.

4. What this means for Sussex and Brighton

4.1 Overview of Sussex and Brighton

Sussex and Brighton has a combined population of around 1.7 million.

[\[footnote 1\]](#) The geographic identity of the region is predominantly rural, but still has numerous and diverse urban centres such as Crawley, Worthing, Horsham and Haywards Heath, the historic town of Lewes, important market towns such as Crowborough and Uckfield, the cathedral city of Chichester and a key cultural and economic hub in the city of Brighton and Hove. There are also the coastal towns of Bognor Regis and Littlehampton, Eastbourne, Bexhill on Sea and Hastings. The area also contains two ports, three universities and two further education college groups.

Sussex and Brighton is rich in natural capital, with East Sussex being one of the most wooded parts of lowland Britain, and prominent natural landscapes such as the High Weald, Ashdown Forest, Pevensey levels, Chichester Harbour and the South Downs National Park. The Living Coast is the only UNESCO designated urban biosphere in the UK covering 390 square km of Sussex Coastline from Newhaven to Shoreham-on-Sea.

Culturally, Sussex and Brighton is renowned as having a unique identity with strong cultural and heritage traditions such as bonfire celebrations, and the Battle of Hastings in 1066. The county has its own unofficial anthem 'Sussex by the Sea' which was adopted by the Royal Sussex Regiment in the First World War. Sussex residents have a strong independence of thought, which led to the motto "we won't be druv" (meaning "we will not be driven").

The region benefits from London Gatwick Airport, and Newhaven and Shoreham Ports. The A27 is a critical east-west route along the south coast, with the A23, A29, A21, A22 and A259 roads connecting coastal towns and cities with the M25 and London.

4.2 Economic and social outlook

Sussex and Brighton contributes more than £48bn Gross Value Added (GVA) [\[footnote 2\]](#), making it the seventh largest UK economy in terms of total

output, and is home to 84,900 registered businesses.^[footnote 3] A particularly economically successful area is the Gatwick Diamond, which stretches from south London to Brighton and is home to 45,000 businesses including 500 international businesses and has an economy of £24bn GVA.^[footnote 4]

The area has strengths in nationally significant sectors such as advanced manufacturing and green energy. For advanced manufacturing, the Manor Business District in Crawley is home to Thales' flagship site - their largest in the UK, from which they have delivered equipment and services to the Ministry of Defence since 1964 and employs around 1600 people.^[footnote 5] West Sussex is also home to Rolls Royce Motor Cars, owned by BMW who have recently announced a £300 million investment in their Goodwood Facility in Chichester. There is also a diverse manufacturing sector in East Sussex, including companies such as Britannia Superfine, TR Fastenings and Servomex Group Limited.

The areas green energy sector is underpinned by the Hydrogen plant at Shoreham Port and Rampion 1 offshore wind farm. A second Rampion 2 offshore wind development is in planning, and has been supported by the Sussex Energy initiative launched in late 2024. The recently launched Sussex Bay scheme brings together organisations, groups and individuals from along the Sussex coastline who want to help care for coastal habitats and aims to generate a £50 million fund for marine and fresh-water restoration projects by 2050.^[footnote 6]

The region has a strong visitor economy with a history going back centuries in places such as Arundel, Battle, Chichester, Hastings and Lewes - it welcomes 62 million visitors annually and the visitor economy in Sussex is worth £5 billion to the UK economy.^[footnote 7] The visitor economy sector is a major employer that supports 74,000 jobs (equivalent to 14% of all employment versus the England average of 11%).^[footnote 8]

Other notable sectors include financial services, with companies such as American Express and Legal & General in Brighton and Hove; and digital and creative, particularly in Brighton where jobs in digital and creative sectors have grown by over 35% since 2015 and at a faster rate than London^[footnote 9] and the city has the highest concentration of gaming companies outside of London.

There are also emerging industries such its wine sector - in 2023 wine made in the region accounted for 28% of the total wine produced in the United Kingdom, and has protected regional status^[footnote 10]. Through the Wine Tourism Growth Plan, the ambition is to grow the wine sector's contribution to tourism to £238m by 2040.^[footnote 11]

Sussex and Brighton has a strong Research and Development (R&D) presence. Elekta employ 800 staff for research and development and production of radiation therapy and radiosurgery-related equipment and clinical management for the treatment of cancer and brain disorders. Two

specialists in vacuum technology Kurt J Lesker and Edwards, have their headquarters in St Leonards-on-Sea and Eastbourne. Tech companies such as Universal Quantum Computing and StingRay are drawing investment to the region. Innovation is supported through Crawley's Institute of Technology, the University of Chichester's Technology Park in Bognor Regis and the Sussex Innovation Hub based at the University of Sussex. There is also a planned Science and Technology Park in Burgess Hill.

Nearly 90% of the journeys in Sussex and Brighton start and finish in Sussex and Brighton, which demonstrates the extent to which commuting and other travel patterns are based around this area. [\[footnote 12\]](#)

However, there are barriers to unlocking the region's potential. GVA per head is £28,264, which is lower than both the south-east (£35,845) and England as a whole (£33,976). [\[footnote 13\]](#) The region has overall lower productivity than the regional average, [\[footnote 14\]](#) partly due to a smaller younger population than other areas of England, and also due to the predominance of employment in lower-paid sectors. [\[footnote 15\]](#)

There is demand for skills in engineering, specialist manufacturing and the growing wine sector, and the existing skills provision has not kept up with this demand. [\[footnote 16\]](#) There are lower skill levels in the coastal towns and businesses in the smaller towns compete for skilled labour with the cities of Brighton and Hove and London.

Poor intra-regional transport connectivity (especially east-west) limits choices for young people in their education providers, provides a smaller pool of job opportunities and is a potential barrier to housing growth and inward investment.

Sussex and Brighton has experienced high house price growth, leading to higher house prices than the national average, [\[footnote 17\]](#) impacted by the high construction costs experienced by the South East region as well the demand from people moving to the area.

While the rural parts of Sussex are more prosperous and places like Crawley have high economic activity, significant regional disparities persist, with pockets of deprivation and health inequalities, particularly in coastal communities. This is predominantly driven by access to education, employment, health services and affordable housing. [\[footnote 18\]](#) For example, compared with England as a whole a higher proportion (18%) of people living in coastal communities within West Sussex report that they are "not in good health". [\[footnote 19\]](#)

4.3 Working across Sussex and Brighton

All three local councils currently share a Visit England accredited Local Visitor Economy Partnership overseeing a new 10-year Strategy for Growth. Sussex Chambers of Commerce collaborate with all three local authorities, partners and business to deliver a shared Local Skills Improvement Plan.

The area is already covered by a single police force, Sussex Police, and Police and Crime Commissioner, and the NHS Sussex Integrated Care Board.

4.4 How devolution could impact Sussex and Brighton

Based on the powers and funding available, as set out in Section 3, a Mayoral Combined County Authority across the proposed geography could have the following impacts:

- **Transport** - New transport powers, including through the Mayoral Combined County Authority becoming the Local Transport Authority, could make it easier for people to commute and travel around Sussex and Brighton. On buses, the Mayoral Combined County Authority could decide to pursue opportunities across the whole area such as a single 'enhanced partnership' or 'bus franchising'. This could improve public transport provision and enable more people to access a wider pool of job opportunities. This could be particularly impactful in Sussex and Brighton given the percentage of journeys that start and finish in Sussex and Brighton and the need to improve east-west connectivity. Given the key strategic roads that go through Sussex and Brighton, a stronger, more formal relationship with National Highways could be particularly beneficial.
- **Skills** - The skills powers and funding available could allow the Mayoral Combined County Authority to tailor the training and support for adults in the area to the types of jobs available locally and to local priorities. This could help ensure local skills provision meets the demand in sectors such as manufacturing, digital and creative.
- **Housing** – The funding and powers available to deliver new housing across the Mayoral Combined County Authority geography could help address issues around housing affordability.
- **Economic development** – The Mayoral Combined County Authority would play a key role in attracting investment into Sussex and Brighton and supporting business growth. This could support areas such as the Gatwick Diamond, and could support new businesses across Sussex and Brighton to grow and succeed. This could be particularly impactful in Sussex and Brighton given the importance of Gatwick Airport and Newhaven and Shoreham ports.

- **Environment and climate change** – A strong role for the Mayoral Combined County Authority, such as playing a leading role in local nature recovery strategies, could help maximise the benefits from Sussex and Brighton's natural environment. As a partner in the government's energy and climate change ambitions, the Mayoral Combined County Authority could also help the UK to meet its clean energy mission. This could include supporting the area's strong green energy sector.
- **Health, wellbeing and public service reform** – The Mayoral Combined County Authority could play a key role in improving health and wellbeing, underpinned by a new bespoke duty in relation to health improvement and health inequalities. This would mean that the Mayoral Combined County Authority would need to have regard to the need to improve health, and reduce health inequalities, in the exercise of its functions. Combined with an expectation that the Mayor would be appointed to the Integrated Care Partnership in the area, this could help strengthen the focus and increase the join up of action to address issues around ill health and inequalities across the area, for example in coastal communities.
- **Representation** – The Mayor would take a seat at the Prime Minister's Council of Nations and Regions as well as the Deputy Prime Minister's Mayoral Council, which would give the area a stronger voice with the government. Sussex and Brighton would be one of the first parts of the South East of England to be represented.

5. Consultation questions

Having considered all of the above, please respond to the following questions. For each question, you can provide the following answers:

- Strongly agree.
- Agree.
- Neither agree nor disagree.
- Disagree.
- Strongly disagree.
- Don't know.
- Prefer not to say.

You will also be invited to explain your answers.

Question 1: To what extent do you agree or disagree that establishing a Mayoral Combined County Authority over the proposed geography will

deliver benefits to the area?

Question 2: To what extent do you agree or disagree with the proposed governance arrangements for the Mayoral Combined County Authority?

Question 3: To what extent do you agree or disagree that working across the proposed geography through the Mayoral Combined County Authority will support the economy of the area?

Question 4: To what extent do you agree or disagree that working across the proposed geography through the Mayoral Combined County Authority will improve social outcomes in the area?

Question 5: To what extent do you agree or disagree that working across the proposed geography through a Mayoral Combined County Authority will improve local government services in the area?

Question 6: To what extent do you agree or disagree that working across the proposed geography through a Mayoral Combined County Authority will improve the local natural environment and overall national environment?

Question 7: To what extent do you agree or disagree that working across the proposed geography through the Mayoral Combined County Authority will support the interests and needs of local communities and reflect local identities?

6. Next steps

Following the consultation, the Secretary of State will consider all responses and decide whether to establish a Mayoral Combined County Authority. If the Secretary of State decides to proceed, the government will confirm funding (subject to Spending Review) and, provided the constituent councils consent, the necessary secondary legislation will be laid in Parliament. If

approved by Parliament, the Combined County Authority would be established in time for the first mayoral election to take place in May 2026.

Annex A – Devolution Framework Summary Table

The government intends to implement the Devolution Framework via the English Devolution Bill; the functions within it would then automatically be conferred onto any existing Combined County Authority if the Bill receives Royal Assent, and the provisions come into force.

Key

(**) refers to functions for which funding will be included in Integrated Settlements for Established Mayoral Strategic Authorities

(^) refers to functions which apply to Combined and Combined County Authorities only

Detail	Foundation	Mayoral	Established
Funding and investment			
Access to a multi-departmental, long-term integrated funding settlement**			X
Long-term investment fund, with an agreed annual allocation		X	X
Removal of gateway review from investment fund, after Gateway One complete			X
Ability to introduce mayoral precepting on council tax^		X	X
Consolidation of local growth and place funding in a single pot**	X	X	X
Strategic leadership			
A statutory duty to produce Local Growth Plans		X	X

Detail	Foundation	Mayoral	Established
Membership of the Council of Nations and Regions		X	X
Membership of the Mayoral Data Council		X	X
Transport and local infrastructure			
Local Transport Authority and public transport functions, including bus franchising and responsibility for an area-wide Local Transport Plan	X	X	X
Simplification and consolidation of local transport funding**	X	X	X
Removal of certain Secretary of State consents, e.g. on lane rental schemes		X	X
Duty to establish a Key Route Network on the most important local roads^		X	X
Mayoral Power of Direction over use of constituent authority powers on the Key Route Network^		X	X
Priority for strategic rail engagement (including mayoral partnerships) with Great British Railways	X	X	X
Statutory role in governing, managing, planning, and developing the rail network		X	X
An option for greater control over local rail stations		X	X
A 'right to request' further rail devolution			X

Detail	Foundation	Mayoral	Established
Priority for support to deliver multi-modal ticketing			X
A clear, strategic role in the decarbonisation of the local bus fleet	X	X	X
Active Travel England support for constituent authority capability^	X	X	X
Formal partnership with National Highways		X	X
Skills and employment support			
Joint ownership of the Local Skills Improvement Plan model, with Employer Representative Bodies	X	X	X
Devolution of the core Adult Skills Fund	X		
Devolution of non-apprenticeship adult skills functions through a consolidated skills funding pot**		X	X
Central convening of youth careers provision including greater flexibility for Careers hubs		X	X
A clear role in relation to 16-19 education and training		X	X
Responsibility for developing local Get Britain Working Plans	X	X	X
Devolution of supported employment funding**	X	X	X
Co-design of future employment support that is additional to core Jobcentre Plus provision		X	X
Delegated delivery or commissioning of employment			X

Detail	Foundation	Mayoral	Established
support that is additional to core Jobcentre Plus provision			
Alignment of Jobcentre Plus boundaries with Strategic Authorities			X
Housing and strategic planning			
A duty to produce a Spatial Development Strategy	X	X	X
Strategic development management powers (once the Spatial Development Strategy is in place)		X	X
Ability to raise a Mayoral Community Infrastructure Levy to fund strategic infrastructure (once the Spatial Development Strategy is in place)		X	X
Ability to make Mayoral Development Orders		X	X
Ability to establish Mayoral Development Corporations		X	X
Homes England compulsory purchase powers (held concurrently)	X	X	X
Devolution of wider grant funding to support regeneration and housing delivery**		X	X
Ability to set the strategic direction of any future programme to support affordable housing provision in their area			X
Strategic Place Partnership with Homes England		X	X

Detail	Foundation	Mayoral	Established
Support to establish a public sector land commission			X
Economic development and regeneration			
Partnership working with Department for Science, Industry and Technology and UK Research and Innovation to explore opportunities for closer long-term collaboration in strengthening local research and innovation capacity	X	X	X
Develop joint innovation action plans with Innovate UK to shape long-term strategies and investments		X	X
Embed UK Research and Innovation lead points of contact for enhanced collaborative working on innovation with Mayoral Strategic Authorities that are committed to work collaboratively on innovation		X	X
Responsibility as the accountable body for the delivery of Growth Hubs	X	X	X
Devolution of Growth Hubs funding**			X
A Strategic Partnership with the Department for Business and Trade focused on domestic growth, exports, investment, and delivery of local growth priorities.		X	X
Partnership working with Department for Culture, Media and Sport Arm's Length Bodies to maximise culture, heritage, and sport spending in place	X	X	X

Detail	Foundation	Mayoral	Established
Environment and climate change			
Devolution of retrofit funding this parliament subject to a successful transition period (see 3.7)**			X
Heat network zoning coordination role	X	X	X
Coordinating local energy planning to support development of regional network energy infrastructure	X	X	X
Green jobs and skills coordination role	X	X	X
A strategic role on net zero in collaboration with government, including on Great British Energy's Local Power Plan and Warm Homes Plan	X	X	X
Responsibility for coordinating delivery and monitoring of Local Nature Recovery Strategies^	X	X	X
Health, wellbeing and public service reform			
A bespoke statutory health improvement and health inequalities duty^	X	X	X
Mayors engaged during the Integrated Care Boards chair appointment process		X	X
Mayors as members of local Integrated Care Partnerships, and consideration for position of chair or co-chair		X	X
A role in convening partners and driving cross-cutting public service	X	X	X

Detail	Foundation	Mayoral	Established
reform, including looking at areas such as multiple disadvantage			
Public safety			
Mayors accountable for the exercise of Police and Crime Commissioner functions where police force and mayoral boundaries align^		X	X
Mayors accountable for the exercise of Fire and Rescue Authority functions where fire and rescue service and mayoral boundaries align		X	X
A clear and defined role in local resilience, working with the Local Resilience Forum to embed resilience into broader policy and delivery^	X	X	X

Annex B – Address details and list of consultation questions

We encourage everyone to use this opportunity to share your opinions on the establishment of a Mayoral Combined County Authority across this area.

- The easiest way for you to respond and engage in the consultation is by completing the [online form \(https://consult.communities.gov.uk/lggc/sussex-and-brighton-devolution-consultation\)](https://consult.communities.gov.uk/lggc/sussex-and-brighton-devolution-consultation). Once you are on the website, you will be guided through the specific questions on which we are seeking views.
- If you are unable to provide your views through the online form, you can alternatively email or post your response to the questions. For email and postal responses, we would ask that you make clear which area consultation you are responding to (there are a number of live consultations on English devolution).
- You should also make clear whether you disagree or agree with each question to ensure the statistics we collect following the consultation accurately reflect your views. We will categorise responses as 'do not

have a view' where written responses are unclear. Please also confirm whether you are replying as an individual or submitting an official response on behalf of an organisation and include:

- your name
- your position (if applicable)
- the name of organisation (if applicable)
- an address (including post-code)
- an email address
- a contact telephone number

Written responses to the consultation questions may be sent by email to:
SussexandBrightonDevolutionConsultation@communities.gov.uk

Or posted to:

Devolution Priority Programme Consultation
English Devolution and Institutions Team
Ministry of Housing, Communities and Local Government
4th Floor
2 Marsham Street
London
SW1P 4DF

The Ministry of Housing, Communities and Local Government will not acknowledge receipt of responses.

Consultation questions

Question 1: To what extent do you agree or disagree that establishing a Mayoral Combined County Authority over the proposed geography will deliver benefits to the area?

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Don't know
- Prefer not to say

Please explain your answer.

Question 2: To what extent do you agree or disagree with the proposed governance arrangements for the Mayoral Combined County Authority?

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Don't know
- Prefer not to say

Please explain your answer.

Question 3: To what extent do you agree or disagree that working across the proposed geography through the Mayoral Combined County Authority will support the economy of the area?

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Don't know
- Prefer not to say

Question 4: To what extent do you agree or disagree that working across the proposed geography through the Mayoral Combined County Authority will improve social outcomes in the area?

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Don't know
- Prefer not to say

Please explain your answer.

Question 5: To what extent do you agree or disagree that working across the proposed geography through a Mayoral Combined County Authority will improve local government services in the area?

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Don't know
- Prefer not to say

Please explain your answer.

Question 6: To what extent do you agree or disagree that working across the proposed geography through a Mayoral Combined County Authority will improve the local natural environment and overall national environment?

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Don't know
- Prefer not to say

Please explain your answer.

Question 7: To what extent do you agree or disagree that working across the proposed geography through the Mayoral Combined County Authority will support the interests and needs of local communities and reflect local identities?

- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree
- Don't know
- Prefer not to say

Please explain your answer.

About You

1. Please tell us how you found out about this consultation?

(select one)

- Social media
- Email
- GOV.UK website
- Local council website
- Poster/ leaflet
- Word of mouth
- News outlet (newspaper / TV / online)
- Other

2. What best describes your response?

(Select one)

- I am a member of the public, giving my views as an individual
- I am responding on behalf of, or as a representative of, a business or organisation

For those responding as a member of the public giving views as an individual

3. What is the first part of the postcode where you live? For example, if your postcode is AB1 2CD, you would write AB1

We ask this so that we can identify what Local Authority you live in and understand a bit more about the area where you live. We do not use this information to identify you.

4. What best describes your gender?

(Select one)

- Female
- Male
- Prefer not to say
- Prefer to self-describe: (Open text box)

5. What is your age group?

(Select one)

- Under 18
- 18-24
- 25-34
- 35-44
- 45-54
- 55-64
- 65-74
- 75+
- Prefer not to say

6. What is your ethnic group?

(Select one)

- White
- Mixed or Multiple ethnic groups
- Asian or Asian British
- Black, Black British, Caribbean or African
- Other ethnic group
- Prefer not to say

7. Do you consider yourself to be a disabled person or to have a long-term, limiting condition?

Please tick one box only

- Yes
- No
- Prefer not to say

8. Which of the following best describes your sexual orientation?

- Heterosexual/Straight
- Gay/Lesbian
- Bisexual
- Prefer not to say
- Other – Please write below

Routing for business/organisation

9. What best describes your organisation?

- Business
- County Council
- Unitary council
- District Council
- Town Council
- Parish Council
- Health Body
- Voluntary and community sector or charity
- Academic
- Elected representative
- Prefer not to say
- Other (Please Specify)

10. What is the first part of the postcode where your business or organisation is based? For example, if your postcode is AB1 2CD, you would write AB1.

We ask this so that we can identify what Local Authority your business/organisation is based in and understand a bit more about the area where it is located. We do not use this information to identify your organisation.

Annex C: About this consultation

This consultation document and consultation process adhere to the consultation principles issued by the Cabinet Office.

Representative groups are asked to give a summary of the people and organisations they represent and, where relevant, who else they have

consulted in reaching their conclusions when they respond.

Information provided in response to this consultation may be published or disclosed in accordance with the access to information regimes (these are primarily the Freedom of Information Act 2000 (FOIA), the Environmental Information Regulations 2004 and UK data protection legislation). In certain circumstances, this may therefore include personal data when required by law.

If you want the information that you provide to be treated as confidential, please be aware that, as a public authority, the department is bound by the information access regimes and may therefore be obliged to disclose all or some of the information you provide. In view of this, it would be helpful if you could explain to us why you regard the information you have provided as confidential. If we receive a request for disclosure of the information we will take full account of your explanation, but we cannot give an assurance that confidentiality can be maintained in all circumstances. An automatic confidentiality disclaimer generated by your IT system will not, of itself, be regarded as binding on the department.

The Ministry of Housing, Communities and Local Government will, at all times, process your personal data in accordance with UK data protection legislation and in the majority of circumstances this will mean that your personal data will not be disclosed to third parties. A full privacy notice is included below in Annex D.

The Ministry of Housing, Communities and Local Government will not acknowledge receipt of individual responses.

Your opinions are valuable to us. Thank you for taking the time to read this document and respond.

Are you satisfied that this consultation has followed the consultation principles? If not or you have any other observations about how we can improve the process please contact us via the [complaints procedure](https://www.gov.uk/government/organisations/ministry-of-housing-communities-local-government/about/complaints-procedure) (<https://www.gov.uk/government/organisations/ministry-of-housing-communities-local-government/about/complaints-procedure>).

Annex D: Personal data

The following is to explain your rights and give you the information you are entitled to under UK data protection legislation.

Note that this section only refers to personal data (your name, contact details and any other information that relates to you or another identified or

identifiable individual personally) not the content otherwise of your response to the consultation.

1. The identity of the data controller and contact details of our Data Protection Officer.

The Ministry of Housing, Communities and Local Government (MHCLG) is the data controller. The Data Protection Officer can be contacted at dataprotection@communities.gov.uk or by writing to the following address: Data Protection Officer, Ministry of Housing, Communities and Local Government, Fry Building, 2 Marsham Street, London SW1P 4DF.

2. Why we are collecting your personal data?

Your personal data is being collected as an essential part of the consultation process, so that we can contact you regarding your response and for statistical purposes. We may also use it to contact you about related matters.

We will collect your IP address if you complete a consultation online. We may use this to ensure that each person only completes a survey once. We will not use this data for any other purpose.

Sensitive types of personal data

Please do not share [special category](https://ico.org.uk/for-organisations/guide-to-data-protection/guide-to-the-general-data-protection-regulation-gdpr/lawful-basis-for-processing/special-category-data/#scd1) (<https://ico.org.uk/for-organisations/guide-to-data-protection/guide-to-the-general-data-protection-regulation-gdpr/lawful-basis-for-processing/special-category-data/#scd1>) personal data or criminal offence data if we have not asked for this unless absolutely necessary for the purposes of your consultation response. By 'special category personal data', we mean information about a living individual's:

- Race.
- Ethnic origin.
- Political opinions.
- Religious or philosophical beliefs.
- Trade union membership.
- Genetics.
- Biometrics.
- Health (including disability-related information).

- Sex life; or,
- sexual orientation.

By 'criminal offence data', we mean information relating to a living individual's criminal convictions or offences or related security measures.

3. Our legal basis for processing your personal data

The collection of your personal data is lawful under article 6(1)(e) of the UK General Data Protection Regulation as it is necessary for the performance by MHCLG of a task in the public interest/in the exercise of official authority vested in the data controller. Section 8(d) of the Data Protection Act 2018 states that this will include processing of personal data that is necessary for the exercise of a function of the Crown, a Minister of the Crown or a government department i.e. in this case a consultation.

Where necessary for the purposes of this consultation, our lawful basis for the processing of any special category personal data or 'criminal offence' data (terms explained under 'Sensitive Types of Data') which you submit in response to this consultation is as follows. The relevant lawful basis for the processing of special category personal data is Article 9(2)(g) UK GDPR ('substantial public interest'), and Schedule 1 paragraph 6 of the Data Protection Act 2018 ('statutory etc and government purposes'). The relevant lawful basis in relation to personal data relating to criminal convictions and offences data is likewise provided by Schedule 1 paragraph 6 of the Data Protection Act 2018.

4. With whom we will be sharing your personal data

MHCLG may appoint a 'data processor', acting on behalf of the Department and under our instruction, to help analyse the responses to this consultation. Where we do, we will ensure that the processing of your personal data remains in strict accordance with the requirements of the data protection legislation.

5. For how long we will keep your personal data, or criteria used to determine the retention period.

Your personal data will be held for two years from the closure of the consultation, unless we identify that its continued retention is unnecessary before that point

6. Your rights, e.g. access, rectification, restriction, objection

The data we are collecting is your personal data, and you have considerable say over what happens to it. You have the right:

- a. to see what data we have about you
- b. to ask us to stop using your data, but keep it on record
- c. to ask to have your data corrected if it is incorrect or incomplete
- d. to object to our use of your personal data in certain circumstances
- e. to lodge a complaint with the independent Information Commissioner (ICO) if you think we are not handling your data fairly or in accordance with the law. You can contact the ICO at <https://ico.org.uk/> (<https://ico.org.uk/>), or telephone 0303 123 1113.

Please contact us at the following address if you wish to exercise the rights listed above, except the right to lodge a complaint with the ICO:
dataprotection@communities.gov.uk or Knowledge and Information Access Team, Ministry of Housing, Communities and Local Government, Fry Building, 2 Marsham Street, London SW1P 4DF.

7. Your personal data will not be sent overseas.

8. Your personal data will not be used for any automated decision making.

9. Your personal data will be stored in a secure government IT system.

We use a third-party system, Citizen Space, to collect consultation responses. In the first instance your personal data will be stored on their secure UK-based server. Your personal data will be transferred to our secure government IT system as soon as possible, and it will be stored there for two years before it is deleted.

1. [Estimates of the population for England and Wales - Office for National Statistics](https://www.ons.gov.uk/peoplepopulationandcommunity/populationandmigration/populationestimates/datasets/estimatesofthepopulationforenglandandwales)
(<https://www.ons.gov.uk/peoplepopulationandcommunity/populationandmigration/populationestimates/datasets/estimatesofthepopulationforenglandandwales>)
2. [Regional gross domestic product: all ITL regions - Office for National Statistics](https://www.ons.gov.uk/economy/grossdomesticproductgdp/datasets/regionalgrossdomesticproductallnutslevelregions)
(<https://www.ons.gov.uk/economy/grossdomesticproductgdp/datasets/regionalgrossdomesticproductallnutslevelregions>)
3. ONS 2024
4. [Our economy - Gatwick Diamond](https://investgatwickdiamond.co.uk/our-economy/) (<https://investgatwickdiamond.co.uk/our-economy/>)
5. [Thales in England - Thales Group](https://www.thalesgroup.com/en/countries/europe/united-kingdom/about-thales-uk/regional-presence/thales-england)
(<https://www.thalesgroup.com/en/countries/europe/united-kingdom/about-thales-uk/regional-presence/thales-england>)
6. <https://www.sussexbay.org.uk/> (<https://www.sussexbay.org.uk/>)
7. [East Sussex - Sussex visitor economy](https://democracy.eastsussex.gov.uk/documents/s39574/LME%2012%20November%202021%20Sussex%20Tourism%20and%20Culture%20Recovery%20Group%20Progress%20Appendix%203.pdf)
(<https://democracy.eastsussex.gov.uk/documents/s39574/LME%2012%20November%202021%20Sussex%20Tourism%20and%20Culture%20Recovery%20Group%20Progress%20Appendix%203.pdf>)
8. Ibid.
9. [Brighton & Hove Economic Evidence - BHCC](https://democracy.brighton-hove.gov.uk/documents/s202983/An%20Economic%20Plan%20for%20Brighton%20Hove%202024-27%20APX.%20n%203%20-%20Evidence%20Base.pdf) (<https://democracy.brighton-hove.gov.uk/documents/s202983/An%20Economic%20Plan%20for%20Brighton%20Hove%202024-27%20APX.%20n%203%20-%20Evidence%20Base.pdf>)
10. [WineGB-Industry-Report-2022-23-FINAL-4.pdf](https://winegb.co.uk/wp-content/uploads/2023/06/WineGB-Industry-Report-2022-23-FINAL-4.pdf) (<https://winegb.co.uk/wp-content/uploads/2023/06/WineGB-Industry-Report-2022-23-FINAL-4.pdf>)
11. [Sussex Wine Tourism: A Plan for Growth - Sussex Modern](https://sussexmodern.org.uk/sussexwinetourism/)
(<https://sussexmodern.org.uk/sussexwinetourism/>)
12. Based on O2 Motion mobile phone data, anonymised and aggregated by O2 and expanded to represent the UK population. Statistic is for total weekday journeys in 2022-2023.
13. [Regional gross value added \(balanced\) per head and income components - Office for National Statistics](https://www.ons.gov.uk/economy/grossvalueaddedgva/datasets/nominalregionalgrossvalueaddedbalancedperheadandincomecomponents/current)
(<https://www.ons.gov.uk/economy/grossvalueaddedgva/datasets/nominalregionalgrossvalueaddedbalancedperheadandincomecomponents/current>)

14. [Regional and subregional labour productivity, UK - Office for National Statistics](https://www.ons.gov.uk/economy/economicoutputandproductivity/productivitymeasures/bulletins/regionalandsubregionallabourproductivityuk/latest)
(<https://www.ons.gov.uk/economy/economicoutputandproductivity/productivitymeasures/bulletins/regionalandsubregionallabourproductivityuk/latest>); [East Sussex in Figures – Data Observatory – Economic performance \(September 2024\)](https://www.eastsussexinfigures.org.uk/economic-performance-in-brief/) (<https://www.eastsussexinfigures.org.uk/economic-performance-in-brief/>)
15. [Industrial Strategy - The South East Local Enterprise Partnership](https://www.southeastlep.com/app/uploads/2023/02/Sussex-LIS-2023.pdf)
(<https://www.southeastlep.com/app/uploads/2023/02/Sussex-LIS-2023.pdf>)
16. [About - Future Skills Sussex](https://www.futureskillssussex.co.uk/about#isip-reports) (<https://www.futureskillssussex.co.uk/about#isip-reports>)
17. [UK House Price Index England: November 2024 - GOV.UK](https://www.gov.uk/government/statistics/uk-house-price-index-for-november-2024/uk-house-price-index-england-november-2024)
(<https://www.gov.uk/government/statistics/uk-house-price-index-for-november-2024/uk-house-price-index-england-november-2024>)
18. [Deprivation - Joint Strategic Needs Assessment](https://www.eastsussexjsna.org.uk/topics/our-population/deprivation/)
(<https://www.eastsussexjsna.org.uk/topics/our-population/deprivation/>)
19. https://jsna.westsussex.gov.uk/assets/pdf/WS_JSNA_Summary_2024_2025.pdf
(https://jsna.westsussex.gov.uk/assets/pdf/WS_JSNA_Summary_2024_2025.pdf)



All content is available under the [Open Government Licence v3.0](https://www.gov.uk/government/licenses/open-government-licence), except where otherwise stated



© Crown copyright

Willingdon & Jevington Parish Council



Business Plan

2025 – 2029

Willingdon & Jevington Parish Council

Business Plan 2025-2029

Introduction

This Business Plan has been developed to set out the Parish Council's objectives and aspirations for the period 2025 - 2029. The vision has been developed by Councillors and Council staff.

Mission Statement

To make Willingdon and Jevington Parish a pleasant, safe, environmentally sensitive, friendly and lively place to live, work and visit.

Aims

To ensure the Council conducts its business by means that are sustainable, environmentally friendly and present the best value towards achieving the Mission Statement. To consider long term objectives of the Council and recommend to Finance and General Purposes Committee business plans (including financial management) to achieve such objectives.

To achieve our mission statement the Council will continue to:

1. Put in place initiatives and policies that will not only improve the Parish but will encourage a greater sense of community involvement.
2. Enhance and promote the historic and cultural heritage of the villages and to safeguard its unique identity as a parish with a large section within the South Downs National Park.
3. Working with other authorities to support and develop a sustainable local economy.
4. Encourage other partners and service providers to work effectively and in accordance with the wishes of the community.
5. Provide services that are managed to a high quality, in an efficient and effective way and that offer best value.
6. Conduct the business of the Parish Council by means which are transparent, sustainable and sympathetic to the environment and deliver best value.
7. Ensure the continuing professional development for Parish Council Staff and Parish Councillors to ensure they are aware of best practice.
8. Be a professional, competent and caring Parish Council.
9. Work with residents, local authorities and other service providers, businesses and partners with the aim of achieving a safe, healthy, prosperous and sustainable community.
10. Enhance public awareness of the Parish Council's role within the community and improve communication with the community – this includes improving and regularly updating the Parish Council website, newsletters and through social media.

11. Seek to encourage investment in the Parish and to pursue all funding opportunities, working with partner organisations to maximize grant income for the benefit of residents and visitors.
12. Promote local democracy by encouraging more residents to stand for election to the Parish Council when vacancies exist, and to participate in surveys of residents' requirements and opinions.
13. Ensure the needs of all members of the community are understood and to balance the needs of all age groups.
14. Work closely with local schools and Youth Workers to ensure that the needs of young people are understood and where possible addressed.
15. Ensure the needs of older or disabled people are understood and where possible addressed.
16. Work with other organisations to make Willingdon & Jevington a safe place to live, work and visit.
17. Help to create a socially inclusive and caring community which embraces all its residents irrespective of age, culture, income, race, sexual orientation or religion, and which seeks to develop their well-being, knowledge, understanding and mutual cooperation.

What is the Parish Council's Role?

- To listen to and represent local people's interests.
- To improve the local environment.
- To ensure best value in relation to local taxes.
- To ensure areas of land and properties they hold as owners are administered efficiently and maintained to a high level.
- To make recommendations on planning applications, Highlight planning irregularities and encourage Wealden District Council and the South Downs National Park Authority (SDNP) , to ensure all planning laws are followed correctly.
- To maintain open spaces including Parish Council owned public rights of way.
- To support voluntary and community groups for the benefit of the parish.
- To attract Government, lottery and other grants into the local area.
- To provide leadership in the community.
- To promote and encourage local business growth.
- To ensure its own employees are managed and trained to perform their duties to the best of their ability.
- To ensure its Councillors are trained and kept up to date.
- To encourage parishioners to participate in Parish life, activities and events.
- To produce a Business Plan to guide future activities and expenditure.

Overview of the Parish Council

There are three tiers of local government, each with different responsibilities. Willingdon & Jevington Parish Council is the first and local tier, with an important role to play in promoting the Parish, representing its interests and supporting the work of different groups in the community. The Council sets the precept annually, manages the Parish Office and Staff and, all the Council's assets. It manages the urban grass cutting, the Cemetery and maintains the Huggetts Lane Recreation Ground, Tott Yew Recreation ground, Jevington Recreation Ground, Meadowburne Recreation Land and other open spaces and play areas.

It is a statutory consultee on all planning applications lodged with Wealden District Council.

Wealden District Council (WDC) is the second tier and is responsible for services including housing and environmental services. WDC is also responsible for strategic planning policies for all development (including housing and employment sites).

East Sussex County Council (ESCC) is the third tier and its responsibilities include highways, relating to both roads and footways (pavements), education, health and social services, public rights of way, fire service, health and libraries.

Residents elect fifteen Parish Councillors every four years. If there are insufficient Councillors available to be elected at this time, or if a By-Election is not called to fill a vacancy, the Council can co-opt members of the public to fill the vacancies. The Parish Council elects a Chair and Vice-Chair annually at the Annual Parish Council Meeting in May. The Council reports to the electorate at the Annual Parish Meeting. Our Parish Councillors are currently unpaid and commit their time to improving Willingdon & Jevington and maintaining it as an attractive and sustainable place in which to live, work and visit.

The Parish Council owns property and land in the Parish and gains income from some of it. We hold these assets on behalf of the community and are responsible for maintaining their value.

All meetings are open to the public with a period set aside for questions. Written questions may be sent in to be answered either at the Council meeting or in writing.

Willingdon & Jevington Parish Council's Parish Councillors who, by attending meetings, discuss, debate and decide on matters affecting local people. It has several working committees and sub committees:

Amenities Committee	CIL Sub-Committee
Cemetery Committee	Personnel Sub Committee
Events Committee	Strengthening Local Relationships
Finance & General Purposes Committee	Business Plan Sub-Committee
Planning, Highways & Licensing Committee	Large Development Sub-Committee
Recreation Ground Committee	Governance Sub-Committee

Each Committee has delegated responsibility for the maintenance and upkeep of the property of the Council and the services the Council provides. On occasions it sets up short life working groups for specific tasks and invites relevant parishioners with specific expertise to participate.

Parish Councillors also serve as representatives on local management committees and organisations.

The Council works to its Standing Orders and Financial Regulations. These lay down the rules by which the Parish Council operates and conducts its business. The Standing Orders are based on a model prepared by the National Association of Local Councils (NALC).

Parish Councillors adhere to the Council's Code of Conduct also adopted from NALC. Committees and working groups work to terms of reference agreed in Council or in committee or group meetings.

The Parish Council is consulted by WDC on local planning applications and with ESCC on all highway matters and the effective management of flooding particularly, following the issues which have affected the Parish in the past. The Parish Council also works closely with the relevant Agencies on general flooding issues and consults with the SDNP on developments within the park.

The Precept

A "precept" is the principal way that the Council funds its duties and functions for the year. This is paid by Wealden District Council who include it as an item in their local Council Tax statement sent to every household each year. However due to the increased pressure on local authorities to provide improved services and a reduction in the Council Tax Support Grant from the Central Government, there has been a need to increase the precept annually.

Objectives

1. To maintain effective communications between Councillors and all Members of the Parish community.

- Encourage parishioners to speak at Council Meetings
- Post agendas on notice boards, website and Facebook – target 5 days before meeting
- Make copies of draft minutes accessible to public by putting full non confidential minutes on the website – target within 2 weeks of meeting
- Publish details of budget and Annual Return on website
- Post contact details of Parish, District and County Councillors (with their consent) and the Clerk on website and on all communications, together with details of Parish Councillors lead responsibilities and Council's elected representatives on local organisations.
- Lobby for a Health Centre in the Parish.

2. To provide and improve facilities in the Parish.

Recreation

- Maintain and consider improvements to the children's playgrounds and its fencing and ensure safety requirements to national standards are met. Regular independent inspections ensure that the play areas are monitored.
- Continue to assess the future of the children's playground and its equipment and surfacing at Huggett's Lane Recreation Ground.
- To oversee then maintain the Meadowburne Pavilion and Sports Ground.

Amenities

- Maintain all assets in good condition.
- Maintain Jubilee Gardens and the Memorial Hall Gardens.
- Work closely with the Hall Management Committees in all the local halls to ensure they are being well managed and help where possible.

- Seek to ensure that Rights of Way are maintained in good condition at all times and liaise with the relevant Authorities to counter the threat of improper use.
- To oversee then maintain the Allotments on Meadowburne and Mornings Mill Farm.
- To provide and maintain two Public Conveniences at the Triangle by the Parish Office.

Finance & General Purposes

- To ensure that the Council Governance and systems of work are relevant and up to date.
- Approval of all the Committees budget setting and precept for Full Council.

Cemetery

- Investigate the possibility of purchasing land for a new cemetery, including the possibility of raising of funds from the Public Works Loan Board.
- Manage the current facility to continue to provide burial and Ashes Interment spaces for residents.

3. To maintain community safety

- Continue to be in contact regularly with Police.
- Keep updated on the ESCC emergency plan.
- Liaise with Neighbourhood Watch Coordinators.
- Monitor the parking of vehicles near to schools and shopping areas and report those which are causing a hazard or affect the local businesses.
- Take appropriate steps to deter or deal with abandoned vehicles particularly where a hazard to children or the environment is concerned.
- To maintain the underpass and keep it graffiti free.
- To provide Bus Shelters.

4. To protect and improve the Parish by liaison with the proper authorities

- Maintain tidy appearance of the Recreation Grounds, Pavilions and Children's Playgrounds by grass cutting and hedge trimming.
- Maintain footpaths in Parish ownership and ensure the maintenance of all other rights of way.
- Maintain links with ESCC on the management of trees and hedges.
- Monitor the litter bins and dog bins in all Recreation Grounds and Parish to ensure they are emptied frequently.
- Report fly tipping.
- Ensure fire extinguisher and PAT testing inspections are carried out annually.
- Continue to monitor the rail service to Polegate, Lewes and Eastbourne and the effects on residents.
- Work closely with WDC and respond to consultations on the Local Plan Development Framework.

- Liaise with local parish and town councils to consider joint arrangements where appropriate.
- Litter Pick events.

5. To act efficiently and in accordance with legal requirements

- Satisfy audit requirements – target no major observations
- Pay invoices promptly.
- Collect all monies due within reasonable timescale.
- Produce, maintain and publish a Business Plan.
- Produce budget and set precept– target by December each year.
- To be aware of ESCC Emergency Plan annually.
- Maintain asset register.
- Maintain risk register – review annually.
- Keep business procedures and policies up to date and review regularly.
- Produce quarterly newsletters and an annual report.
- Councillors and Clerk to keep abreast of legislative changes.

Community buildings and assets as of 2025:

The Councils holds certain assets on behalf of the community and these are listed in Appendix 1.

Targets for 2025-2029

Activity	Complete by:	Funds available
Council		
▪ Support the Willingdon Hub Community Library and possible purchase.	2028	Earmarked reserve
Planning & Licensing Committee		
▪ Expand the partnership work with the Police and partners.	2025 ongoing	N/A
Recreation Grounds Committee		
▪ Increase the usage of the Recreation Facilities in the Parish.	2015-2029	N/A
Finance & General Purposes Committee		
▪ Maintain Council's reserves.	2025	N/A
▪ Maintain the Business Plan annually.	2025 -2029	Review
▪ Seek solutions for parking issues in the Parish.	2025-2029	General Fund
Amenities		
▪ Oversee contract for street light maintenance.	2022 - 2026	General Fund
▪ New Noticeboards at Meadowburne and as required.	2025	General Fund
▪ New Bus shelter as required.	2025-2029	Earmarked reserve
▪ New street lights as required.	2025-2029	Earmarked reserve
Cemetery Committee		

▪ Continued investigation into the purchase of land for Cemetery	ongoing	Earmarked reserve
▪ New Road	2025	Earmarked reserve

The Parish Council is very aware of the profound impact that the proposed Brodricklands Farm, Hindsland and Mornings Mill Farm developments will have on the Parish and its residents. It is therefore important that the Council is informed and understands the needs of residents in order to represent their interests.

The development of a Neighbourhood plan could enable the Council to receive the maximum amount of Community Infrastructure Levy (CiL) which will give the Council funds which will help fulfil the needs of the Community as well as ensuring that the developments provide the correct infrastructure.

This Business Plan was produced by the Parish Council and it found that the process of preparing the plan gave added focus on how the Council delivers its services and a better idea for future planning. It is our intention to continue to review the plan annually, prior to the Annual Council Meeting. Please contribute to this process and forward your comments on this Business Plan to the Parish Council.

CONTACT INFORMATION

You can contact the Parish Council:

On the telephone 01323-489603

Via email to the Clerk/Cemetery Manager

Nicola.williamson@willingdonandjevingtonparishcouncil.co.uk or

Admin.assistant@willingdonandjevingtonparishcouncil.co.uk.

Or in person at The Parish Office, The Triangle, Lower Willingdon BN20 9PJ.

All Full Council and committee meetings are open to members of the public to attend, and agendas for the meetings are posted three working days prior to the meeting on the Parish Council website www.willingdonandjevington.org.uk, on the poster boards around the parish and on Facebook.

Parish Clerk
The Parish Office, The
Triangle
Willingdon
East Sussex BN20 9SX



Office Hours 9 am to 1 pm

Monday to Friday

Telephone: 01323 489603

Email: Nicola.williamson@

willingdonandjevingtonparishcouncil.co.uk

www.willingdonandjevington.org.uk

The minutes of the **BUSINESS PLAN SUB - COMMITTEE**
held on **Monday 3rd February 2025 10am**
at the Parish Office, The Triangle, Lower Willingdon.

Present: Cllrs' Martin Cooper (MC), Christine Payne MBE (CP), John Pritchett BEM (JP).

In Attendance: Nicola Williamson- Parish Clerk (NW),

<u>Item</u>	<u>Subject</u>	<u>Action By</u>
	<u>Election Of Chair</u> It was AGREED that Cllr Ian Nisbet would be elected as Chair and Cllr John Pritchett BEM elected as Vice-Chair.	
<u>BP25/01</u>	<u>Apologies, councillors do not present and notification of substitutes</u> Cllr Ian Nisbet gave apologies due to be unwell.	
<u>BP25/02</u>	<u>Declarations of interest</u> There were no declarations of Interest.	
<u>BP25/03</u>	<u>Public Question Time</u> – to deal with any questions received from members of the public relating to items on this agenda. There were no members of the public present.	
<u>BP25/04</u>	<u>Terms of Reference</u> It was AGREED to ACCEPT the terms of Reference.	
<u>BP25/05</u>	<u>Business Plan</u> (i). Review Business Plan Members worked methodically through the existing plan and updated and amended the plan for recommending to the F & GP committee. Once this has been done the RFO and Clerk can produce a five year budget plan to work alongside the business plan. (ii). Community Infrastructure Levy projects It was AGREED that the projects should be included in the plan and Members updated the CIL allocations.	
<u>BP25/06</u>	<u>How Will the Plan be Used?</u>	

	It was AGREED that the plan should reviewed at budget setting time annually and that the ideas and projects can be added or taken off, as necessary. It was AGREED to update the plan annually and ratify it at every Annual Council meeting.	
BP25/07	<u>Risk Management</u> – to consider the effects (if any) arising from items on the agenda None noted.	
BP25/08	<u>Urgent Matters</u> – for noting or referral to the next agenda for Full Council or appropriate committee/sub-committee.	
BP25/09	<u>Date of next meeting</u> The next meeting is TBC.	

Meeting closed at 11.30am

Signed Committee Chair.....

Date.....