MEETING OF ELSTED AND TREYFORD PARISH COUNCIL

You are hereby summoned to the Meeting Parish Council Meeting of Elsted Parish Council to be held at Elsted Village Hall on

Thursday 28 May 2026 at **7.30pm**

The Press and Public are welcome to attend.

Trish Walker
Clerk to Elsted Parish Council

Published 23 May 2026

1. **Election of Chair**

2. **Election of Vice Chair**

3. **Declarations of acceptance of office**

4. **Apologies for absence**

5. **Declarations of Interest**

6. **Minutes -** to approve the Minutes of the Parish Council meeting held on 26 March 2026

7. **Parish magazine article**
   The following recommendation is made:
   To note that Mrs Smith will write the report for the Parish Magazine.

8. **Questions from the Public** **(limited to 15 minutes in total)**

9. **Matters of Urgent Public Importance**

10. **Reports from the County and District Councillor**

11. **Current Planning Applications**

    11.1. SDNP/26/01335/LIS
    External works to ancillary outbuilding to replace existing lean to structure to create outside bar / kitchen area, installation of door to replace modern window, replacement pergola structure in garden.
    Three Horseshoes Station Road Elsted West Sussex GU29 0JY

    11.2. SDNP/26/01334/FUL
    External works to ancillary outbuilding to replace existing lean to structure to create outside bar / kitchen area, installation of door to replace modern window, replacement pergola structure in garden.
    Three Horseshoes Station Road Elsted West Sussex GU29 0JY

    11.3. SDNP/26/01770/TCA
    Notification of intention to fell 1 no. Apple tree (T7). Crown reduce by up to 1m (all round) on 3 no. Holm Oak trees (T1-T3). Reduce heights by up to 4m on 3 no. Conifer trees (T4-T6).
    Manor House Church Lane Elsted West Sussex GU29 0JY

12. General Power of Competence *(see attached supporting document for detail)*

The following recommendation is made:

To agree that Elsted and Treyford Parish Council still meets the criteria and continues to adopt the General Power of Competence for the forthcoming year.

Appointment of Committees, Members and associated issues

13. Finance Committee
    - 13.1. Appointment of Members
    - 13.2. Appointment of Chairman
    - 13.3. Appointment of Bank signatories
    - 13.4. Review of Financial Regulations

      The following recommendation is made:

      To note the Financial Regulations were reviewed on 22 January 2026 and will be reviewed at the Council meeting in January 2027.
    - 13.5. Regular payments for 2026/27

      The following recommendation is made:

      That the Council adopt the list of regular payments for 2026/27
14. Representation on other bodies
    - 14.1. Appointment of representatives to the Elsted Village Hall
    - 14.2. Appointment of representatives to the West Sussex Association of Local Councils (WSALC)
15. Review of the Standing Orders of the Council

    The following recommendation is made:

    To note the Standing Orders were reviewed on 22 January 2026 and will be reviewed at the Council meeting in January 2027.
16. Review of the Code of Conduct of the Council *(attached)*

    The following recommendation is made:

    That the Council review the Code of Conduct
17. Review of Council Policies *(attached)*
    - 17.1. Elsted Emergency Plan
    - 17.2. Internal Control Statement
    - 17.3. Risk Assessment
    - 17.4. Internet Banking Policy
    - 17.5. Scheme of Delegation

    The following recommendation is made:

    That the Council review the Policies.
18. To agree the schedule of Council meetings for 2026/27 *(see supporting document for briefing note)*

    The following recommendation is made:

    That the Council agree the dates for the 2026/27 meetings.
19. To agree the schedule of councillors writing the bi-monthly article for the Parish Magazine.

    (see supporting document for briefing note)
20. Internal audit 2025/26 *(see supporting document for briefing note)*

    The following recommendation is made:

    To note the completion of the Internal Audit for 2025/26
21. Certificate of Exemption *(see supporting document for briefing note and certificate)*

    The following recommendation is made:

    That the Council approves the certificate of exemption for a limited assurance review as neither the gross income nor gross expenditure exceeded £25,000 in the financial year ending 31 March 2026.

22. To note the Bank Reconciliation to 31 March 2026

23. Annual Governance and Accountability (AGAR) statement 2025/26 (see supporting document for briefing note and statement)

The following recommendation is made:
that the Council approves the Annual Governance Statement for 2025/26

24. Accounting statements 2025/26 *(see supporting document for briefing note and statement)*

The following recommendation is made:
that the Council approves the Accounting Statements for 2025/26

25. Notice of public rights and publication of unaudited Annual Governance and Accountability statement *(see supporting document for briefing note)*

The following recommendation is made:
To note that the period for the public inspection of the accounts for the year ending 31 March 2026 will be from 3 June 2026 to 14 July 2026.

26. Annual meeting update on matters raised – (verbal report to be provided at the meeting)

27. Eco Rother Action Grant application to purchase a second Fluid Alert One *(see supporting document for briefing note)*

The following recommendation is made:
That the Council considers the grant application from Eco Rother Action to contribute £60 toward the cost of a second Fluidion Alert One.

28. Grant request from Kent, Surrey and Sussex Air ambulance *(see supporting document for briefing note)*

The following recommendation is made:
That the Council considers the grant application from the Kent, Surrey and Sussex Air ambulance.

29. Report from the Elsted Village Hall representative (see attached)

30. Clerks report (attached)

31. Finance

31.1. To approve expenditure for May 2026

Undisclosed	Clerk's salary March & April	457.85
HMRC	Tax and NI contributions	147.00
Dru Furneaux	Phone Box flowers	21.38
WSALC	WSALC and NALC Subscription	95.26
Zurich Town and Parish	Annual Insurance	342.81
Mulberry Local Authority Services	Annual Internal Audit	382.50

31.2. To agree the two bank signatories to authorise the May payments.

31.3. To note income for March and April 2026.

Unity Trust Bank	Quarterly interest	£97.19
Chichester District Council	First phase precept	£2550.00
South Downs National Park	Community Infrastructure Levy	£900.00

31.4. To note that the bank reconciliation for April 2026 has been completed and will be signed by the Chairman of the Council in accordance with the Financial Regulations (see bank reconciliation in supporting documents)

31.5. To note the bank balance as of 30 April 2026 - £21,779.97 of which £13720.92 is earmarked CIL money.

31.6. To note the budget statement to 30 April 2026.

32. Meetings attended.

33. Items for future meetings

Fingerpost restoration.

34. Date of next meeting – Thursday 23 July 2026 at 7.30pm

Supporting Document – 28 May 2026

Agenda Item 12 – General Power of Competence

Local Councils in England were given a General Power of Competence (GPC) in the Localism Act 2011, Sections 1-8. This means that Councils, once adopting the power, no longer need to ask whether they have a specific power to act. The General Power of Competence Localism Act 2011 S1 (1) gives Local Authorities including Parish Councils "the power to do anything that individuals generally may do as long as they do not break any other laws". The GPC is known as the "power of first resort" as it can be used before searching for another power in which to act. It can be used inside and out of the parish boundary.

There are 3 criteria for eligibility:

- A resolution must be passed and minuted, at the Annual meeting of the Council, following an election, to confirm, that at that moment, the council meets the required criteria. This must then be reconsidered, and a resolution agreed at subsequent Annual meetings.
- At the time the above resolution is passed the council must have at least two thirds or more of the councillors declared as elected. *Statutory instrument Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012*
- At the time the above resolution is passed the parish clerk must hold a Certificate in Local Council Administration (CiLCA) or a Certificate of Higher Education awarded by the University of Gloucestershire. *Statutory instrument Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012*

Although the Council only needs to adopt the GPC in an election year, it is good practice to confirm that GPC is still held at subsequent Annual meetings if the Parish Council.

The following recommendation is made:
To agree that Elsted and Treyford Parish Council still meets the criteria and continues to adopt the meets the General Power of Competence for the forthcoming year.

Agenda Item 13.5 – Regular payments for 2026/27

APPROVED REGULAR PAYMENTS ≤£500

2026-27

/Payment category	Payee	Purpose(s)	No. per year
Staff (Clerk/RFO)	Trish Walker	- Salary - Office supplies	6 1
	HMRC	Clerk's PAYE/NI	4
Office Admin	NALC/WSALC	Membership	1
	Eyelid	Website support	1
	Cloudnext	Website hosting & .gov domain	1
	Clarity Accounting	Payroll administration	4
	Office of the Information Commissioner	Notification fee (Data Protection Act)	1
Parish Admin	Zurich	PC insurance	1
Maintenance	Dru Furneaux	Phone box flowers	1

Agenda Item 18 - To agree the schedule of Council meetings for 2026/27

23 July 2026
24 September 2026
26 November 2026
28 January 2027
25 March 2027
27 May 2027

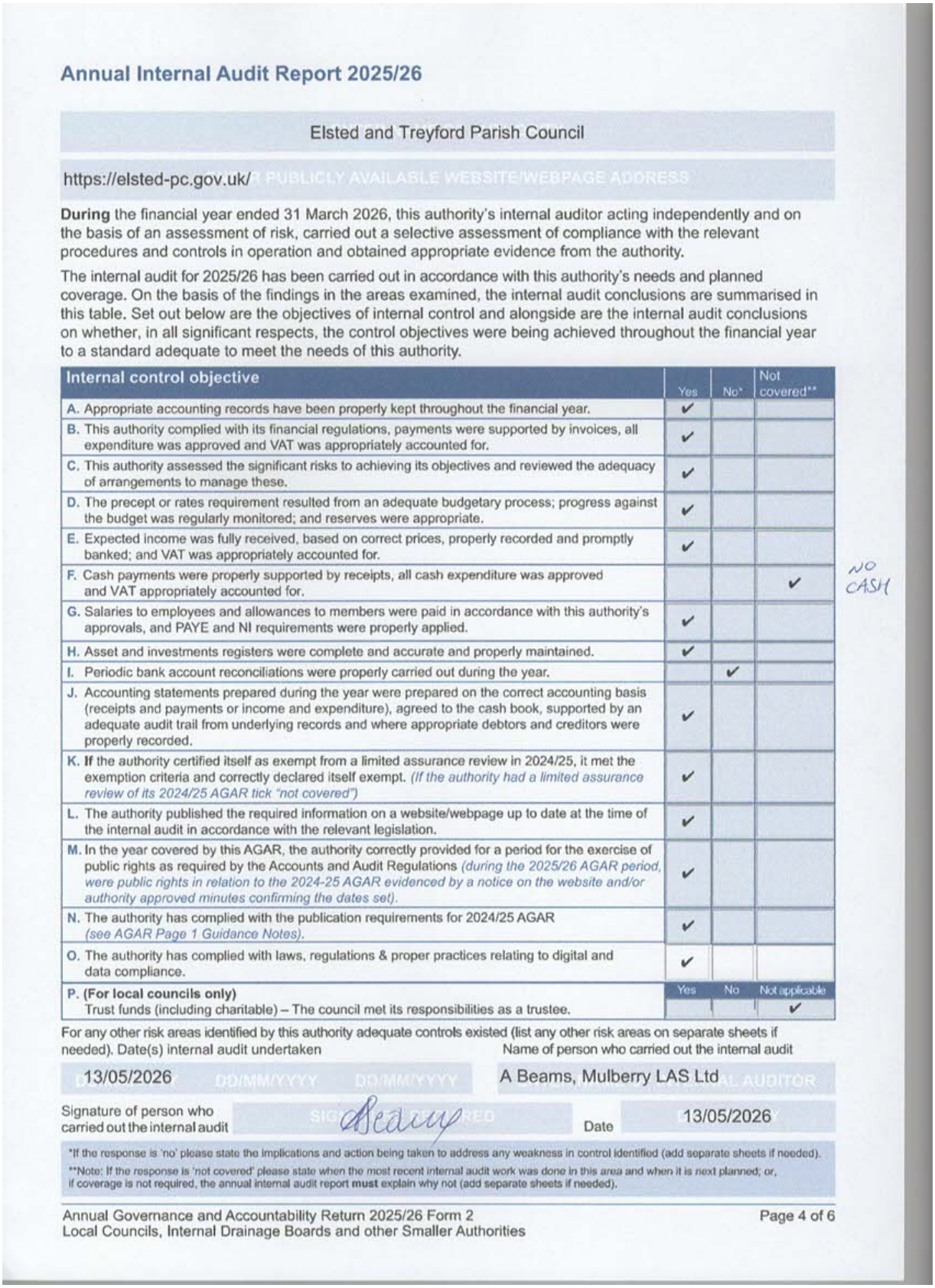
The following recommendation is made:
That the Council agree the dates for the 2026/27 meetings.

Agenda Item 19 - Schedule of councillors writing the bi-monthly article for the Parish Magazine.

July 2026	Angela
September 2026	Hans
November 2026	Malcolm
January 2027	Jane
March 2027	Dru
May 2027	Sarah

Agenda Item 20 - Internal audit 2025/26

The Internal Audit was completed by Andy Beams, Mulberry Local Authority Services Ltd on 13 May 2026. The Annual Internal Audit Report can be accessed by clicking here.



Annual Internal Audit Report 2025/26

Elsted and Treyford Parish Council

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During the financial year ended 31 March 2026, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2025/26 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✔		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✔		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✔		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✔		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✔		
F. Cash payments were properly supported by receipts, all cash expenditure was approved and VAT appropriately accounted for.			✔ NO CASH
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✔		
H. Asset and investments registers were complete and accurate and properly maintained.	✔		
I. Periodic bank account reconciliations were properly carried out during the year.		✔	
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✔		
K. **If** the authority certified itself as exempt from a limited assurance review in 2024/25, it met the exemption criteria and correctly declared itself exempt. *(If the authority had a limited assurance review of its 2024/25 AGAR tick "not covered")*	✔		
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.	✔		
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations *(during the 2025/26 AGAR period, were public rights in relation to the 2024-25 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set).*	✔		
N. The authority has complied with the publication requirements for 2024/25 AGAR *(see AGAR Page 1 Guidance Notes).*	✔		
O. The authority has complied with laws, regulations & proper practices relating to digital and data compliance.	✔		
P. **(For local councils only)** Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes	No	Not applicable ✔

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed). Date(s) internal audit undertaken: 13/05/2026 DD/MM/YYYY DD/MM/YYYY

Name of person who carried out the internal audit: A Beams, Mulberry LAS Ltd

Signature of person who carried out the internal audit: SIGNATURE REQUIRED A Beams

Date: 13/05/2026

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report **must explain why not (add separate sheets if needed).

Annual Governance and Accountability Return 2025/26 Form 2
Local Councils, Internal Drainage Boards and other Smaller Authorities

Page 4 of 6

The following recommendation is made:
To note the completion of the Internal Audit for 2025/26

Agenda Item 21 - Certificate of Exemption

Certificate of Exemption – AGAR 2025/26 Form 2

To be completed by smaller authorities where the higher of gross income or gross expenditure did not exceed £25,000 in the year of account ended 31 March 2026 and that wish to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015

There is no requirement to have a limited assurance review or to submit an Annual Governance and Accountability Return to the external auditor, **provided** that the authority has certified itself as exempt at a meeting of the authority after 31 March 2026 and a completed Certificate of Exemption is submitted no later than **30 June 2026** notifying the external auditor.

Elsted and Treyford Parish Council

certifies that during the financial year 2025/26, the higher of the authority's total gross income for the year **or** total gross annual expenditure, for the year did not exceed **£25,000**

Total annual gross income for the authority 2025/26:	£7,378 ER AMOUNT £00,000
Total annual gross expenditure for the authority 2025/26:	£6,293 ER AMOUNT £00,000

There are certain circumstances in which an authority will be **unable to certify itself as exempt,** so that a limited assurance review will still be required. If an authority **is unable to confirm the statements below then it cannot certify itself as exempt** and it **must** submit the completed Annual Governance and Accountability Return Form 3 to the external auditor to undertake a limited assurance review for which a fee of **£210 +VAT** will be payable.

By signing this **Certificate of Exemption** you are confirming that:

- The authority was in existence on 1st April 2022
- In relation to the preceding financial year (2024/25), the external auditor **has not:**
  - issued a public interest report in respect of the authority or any entity connected with it
  - made a statutory recommendation to the authority, relating to the authority or any entity connected with it
  - issued an advisory notice under paragraph 1(1) of Schedule 8 to the Local Audit and Accountability Act 2014 ("the Act"), and has not withdrawn the notice
  - commenced judicial review proceedings under section 31(1) of the Act
  - made an application under section 28(1) of the Act for a declaration that an item of account is unlawful, and the application has not been withdrawn nor has the court refused to make the declaration
- The court has not declared an item of account unlawful after a person made an appeal under section 28(3) of the Act.

If the above statements apply and the authority neither received gross income, nor incurred gross expenditure, exceeding £25,000, then the Certificate of Exemption can be signed and a copy submitted to the external auditor **either** by email **or** by post (not both).

The Annual Internal Audit Report, Annual Governance Statement, Accounting Statements, an analysis of variances and the bank reconciliation plus the information required by Regulation 15 (2), Accounts and Audit Regulations 2015 including the period for the exercise of public rights still need to be fully completed and, along with a copy of this certificate, published on the authority website/webpage* before 1 July 2026.
Signing this certificate confirms the authority will comply with the publication requirements.

Signed by the Responsible Financial Officer	Date	I confirm that this Certificate of Exemption was approved by this authority on this date:	DD/MM/YYYY
SIGNATURE REQUIRED	DD/MM/YYYY		
Signed by Chair	Date	as recorded in minute reference:	
SIGNATURE REQUIRED	DD/MM/YYYY	MINUTE REFERENCE	

Generic email address of Authority	Telephone number
clerk@elsted-pc.gov.uk TY OWNED GENERIC EMAIL ADDRESS	07500 302474 NUMBER

*Published web address

https://elsted-pc.gov.uk/ ENTER PUBLICLY AVAILABLE WEBSITE/WEBPAGE ADDRESS

ONLY this Certificate of Exemption should be returned EITHER by email OR by post (not both) as soon as possible after certification to your external auditor, but no later than 30 June 2026 Reminder letters for late submission will incur a charge of £40 + VAT.

The following recommendation is made:
That the Council approves the certificate of exemption for a limited assurance review as neither the gross income nor gross expenditure exceeded £25,000 in the financial year ending 31 March 2026.

Agenda Item 23 - Annual Governance and Accountability (AGAR) statement 2025/26

Section 1 – Annual Governance Statement 2025/26

We acknowledge as the members of:

Elsted and Treyford Parish Council

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2026, that:

	Agreed		
	Yes	No*	'Yes' means that this authority:
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.			*prepared its accounting statements in accordance with the Accounts and Audit Regulations.*
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.			*made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.*
3. We have assured ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.			*has only done what it has the legal power to do and has complied with Proper Practices in doing so.*
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.			*during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.*
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.			*considered and documented the financial and other risks it faces and dealt with them properly.*
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.			*arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.*
7. We took appropriate action on all matters raised in reports from internal and external audit.			*responded to matters brought to its attention by internal and external audit.*
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.			*disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.*
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A — *has met all of its responsibilities where as a body corporate it is a sole managing trustee of a local trust or trusts.*
10. We have put in place arrangements for the effective IT and data management in accordance with proper practices during the year under review.			*has made suitable arrangements for its IT and data management and has complied with proper practices in doing so.*

*For any statement to which the response is 'no', an explanation **must** be published

This Annual Governance Statement was approved at a meeting of the authority on:

DD/MM/YYYY

and recorded as minute reference:

MINUTE REFERENCE

Signed by the Chair and Clerk of the meeting where approval was given:

Chair SIGNATURE REQUIRED

Clerk SIGNATURE REQUIRED

Information required by the Transparency Code *(not part of the Annual Governance Statement)*	Yes	No
The authority website is up to date and the information required by the Transparency Code has been published.		

https://elsted-pc.gov.uk/ ENTER PUBLICLY AVAILABLE WEBSITE/WEBPAGE ADDRESS

The following recommendation is made:
that the Council approves the Annual Governance Statement for 2025/26

Agenda Item 24- Accounting statements 2025/26

Section 2 – Accounting Statements 2025/26 for

Elsted and Treyford Parish Council

	Year ending		Notes and guidance
	31 March 2025 £	31 March 2026 £	*Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures **must** agree to underlying financial records.*
1. Balances brought forward	18,239	17,252	*Total balances and reserves at the beginning of the year as recorded in the financial records. Value **must** agree to Box 7 of previous year.*
2. (+) Precept or Rates and Levies	5,000	5,000	*Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.*
3. (+) Total other receipts	505	2,378	*Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.*
4. (-) Staff costs	2,544	2,641	*Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.*
5. (-) Loan interest/capital repayments	0	0	*Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).*
6. (-) All other payments	3,948	3,652	*Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).*
7. (=) Balances carried forward	17,252	18,337	*Total balances and reserves at the end of the year. **must** equal (1+2+3) - (4+5+6).*
8. Total value of cash and short term investments	17,252	18,337	*The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – **To agree with bank reconciliation.***
9. Total fixed assets plus long term investments and assets	13,145	13,151	*The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.*
10. Total borrowings	0	0	*The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).*

For Local Councils Only	Yes	No	
11. Do the figures in the accounting statements above exclude any Trust transactions?		✓	*For guidance refer to the Practitioners' Guide sections 2.31 to 2.33.*

I certify that for the year ended 31 March 2026 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval.

SIGNATURE REQUIRED

Date DD/MM/YYYY

I confirm that these Accounting Statements were approved by this authority on this date:

DD/MM/YYYY

as recorded in minute reference:

MINUTE REFERENCE

Signed by Chair of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

The following recommendation is made:
that the Council approves the Accounting Statements for 2025/26

Agenda Item 25 - Notice of public rights and publication of unaudited Annual Governance and Accountability statement

Elsted & Treyford Parish Council

NOTICE OF PUBLIC RIGHTS AND PUBLICATION OF UNAUDITED ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN (EXEMPT AUTHORITY)

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2026

Local Audit and Accountability Act 2014 Sections 26 and 27
The Accounts and Audit Regulations 2015 (SI 2015/234)

NOTICE

1. Date of announcement **Tuesday 2 June 2026**

2. Each year the smaller authority prepares an Annual Governance and Accountability Return (AGAR). The AGAR has been published with this notice. It will not be reviewed by the appointed auditor, since the smaller authority has certified itself as exempt from the appointed auditor's review.
Any person interested has the right to inspect and make copies of the accounting records for the financial year to which the audit relates and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records must be made available for inspection by any person interested. For the year ended 31 March 2026, these documents will be available on reasonable notice by application to:

(b) Trish Walker Clerk and RFO
The Old Post Office
South Harting
Petersfield.
GU31 5PU
clerk@elsted-pc.gov.uk

commencing on (c) _ **Wednesday 3 June 2026**

and ending on (d) ___**Tuesday 14 July 2026**

3. Local government electors and their representatives also have:

- The opportunity to question the appointed auditor about the accounting records; and
- The right to make an objection which concerns a matter in respect of which the appointed auditor could either make a public interest report or apply to the court for a declaration that an item of account is unlawful. Written notice of an objection must first be given to the auditor and a copy sent to the smaller authority.

The appointed auditor can be contacted at the address in paragraph 4 below for this purpose between the above dates only.

4. The smaller authority's AGAR is subject to review by the appointed auditor under the provisions of the Local Audit and Accountability Act 2014, the Accounts and Audit Regulations 2015 and the NAO's Code of Audit Practice 2015. The appointed auditor is:

MOORE

Moore East Midlands (Ref AP/HD)
Rutland House,
Minerva Business Park,
Lynch Wood,
Peterborough
PE2 6PZ

5. This announcement is made by Trish Walker

The following recommendation is made:
To note that the period for the public inspection of the accounts for the year ending 31 March 2026 will be from 3 June 2026 to 14 July 2026.

Agenda Item 27 - Eco Rother Action Grant application to purchase a second Fluid Alert One

The following email (in blue italics below) has been received from Eco Rother Action. The Parish Council provided a grant of £60 in January 2025 towards the cost of an initial Fluid Alert One.

Letter to Parish Councils from ERA – Eco Rother Action, April 2026

RE: Report on the E.coli project you previously supported and a request for further support

Firstly, may I again thank you all for responding positively to our initial request in December 2024 for funding towards the purchase and running costs of a Fluidion Alert One for testing of E.coli levels in the River Rother and its Tributaries. It took us to the end of July before we had raised enough money, including a grant from SDNPA, and were actually ready to get started, but we have been pretty busy since then.

All our results can be seen at https://ecorotheraction.org/fluidion-alert-one

We are delighted to be receiving support from Portsmouth University with analysing these results and suggesting how our project design can be further improved. We hope to offer feedback on our E.coli work as our October or November ERA talk.

Recently I was interviewed for Channel 4 News on this project, as a follow-up to their docudrama Dirty Business. They only used about 20 seconds of the 20 minutes they recorded, but it still helps to raise the profile of this work. It can be seen as the 26 March piece here https://www.channel4.com/news/by/clare-fallon .

One of the questions I was asked was what are your results showing? I answered, 'one thing that has shocked us is how much E.coli wastewater treatment works add to our waterways even when all that is going into them is **fully treated effluent**. You may be surprised to learn that there is no upper limit set for E.coli in our rivers and streams, unless there is a designated bathing area downstream or there are shellfish. So, for the vast majority of wastewater treatment works their 'permits to discharge' do not set any limits for E.coli levels. Where there are downstream shellfish or bathing areas the effluent is UV treated to reduce E.coli, but that simply does not happen elsewhere. Defra would not permit spending money for UV treatment when the permits to discharge have no E.coli limits set. Spills are a huge problem, but one that is beginning to be addressed. E.coli in fully treated effluent is the elephant in the room that nobody is talking about yet.'

This project is producing E.coli results, but it is also vastly increasing our understanding as to how the whole sewerage system works. This was particularly useful when Andrew Griffith MP accompanied us on one of our testing sessions as we could discuss with him all the regulatory changes that we feel would vastly improve things.

We have also had useful face to face meetings with Southern Water, and a lot less useful email exchanges with their Environment Information Regulations team. We continue to pursue meaningful answers to our valid questions.

However, there is one glaring limitation to how we currently work. We are testing above and below wastewater treatment works, but each test takes around 9 hours, implying that it is only practical to complete one test per day. Our above-and-below results are always on subsequent days. Taking those tests on the same day would be far more meaningful. This would not increase our running costs as it would be the same number of tests being carried out. Our predicted costs for reagent and other consumables for the coming year is just over £4000, but a second Fluidion Alert One would allow us to do same day testing above and below wastewater treatment works, pumping stations, dubious septic tanks etc. That would need a further £3826, at current cost.

Accordingly, we are repeating our sponsored walk which raised over £700 last year, and hoping to exceed that figure this year. (If any of you wanted to individually support our work with a donation please visit Fundraiser by Eco RotherAction : ERA's Sponsored Family Riverside Walk 2026 .) We will again be seeking matched funding, but that still means finding the first half of the money!

Needless to say, I am also asking that our Parish Councils again consider funding us. Please would you consider a donation as follows (proportional to number of households per parish):

Parish Council	£
Elsted and Treyford	60
Harting	300

Rogate	320
Stedham with Iping	160
Trotton with Chithurst	70
Woolbeding with Redford	40
Buriton	190

Thank you for giving consideration to this request.

The following recommendation is made:
That the Council considers the grant application from Eco Rother Action to contribute £60 toward the cost of a second Fluidion Alert One.

Agenda Item 28 – Grant request from Kent, Surrey and Sussex Air ambulance

The following application was received requesting a grant of up to £400.

KSSX
AIR AMBULANCE CHARITY
KENT SURREY SUSSEX

Our Ref: 41759
06 March 2026

Parish Clerk
Elsted & Treyford Parish Council
c/o The Old Post Office
Elsted Road
PETERSFIELD
Hampshire
GU31 5PU

Dear Elsted & Treyford Parish Council

I am writing to the Council today to request a donation of £400 for Air Ambulance Charity Kent Surrey Sussex (KSS).

As your local Air Ambulance, we provide life-saving expert medical care to those that may need it most within our region, including anyone living in, or travelling through, your parish.

Last year our skilled team of doctors and paramedics were tasked to over 3,100 missions.



389 of these were in the county of Hampshire.

As an independent charity we rely on the communities we serve to help us raise the £20.8M required per year to run our service. We rely on this support in order to be there for those in life critical situations. To be there to save lives.

With 91% of our income donated or raised by the people of Kent, Surrey and Sussex, a donation (or grant) of £400, or any amount your Council may be able to give, really will make a difference.

Thank you for your consideration - I hope to hear from you soon.

Yours faithfully

Nick Turrell
Community Fundraising Manager

01634 471 900 hello@aakss.org.uk aakss.org.uk

For information, the Council last made a grant of £400 to KSS in March 2025

The following recommendation is made:
That the Council considers the grant application from the Kent, Surrey and Sussex Air ambulance.

Clerk's Reports – Elsted & Treyford Parish Council –28 May 2026

Agenda Item 30

Items raised at previous meetings:

Topic/Date first raised	Item Detail	Action by	Status
Councillor .gov.uk email addresses December 2022 – Minute 49	To enable the set up of .gov.uk email addresses to conform to GDPR	Clerk	Underway- councillor emails have been set up and passwords generated. Assertion 10 for audit end of March 2026 has been satisfied by clerk having .gov.uk email but will need councillors signed up for next year.
Rook Clift, Treyford December 2022- Minute 54	Concerns about the management of Rook Clift, a small, wooded area on the scarp of the South Downs. The area is both a SSSI (Site of Special Scientific Interest) and a SAC (Special Area of Conservation).	HS AS	**May 2025- Further communication with SDNPA who have been in touch with the Forestry Commission who are looking into the situation.** Dec 2022 - SDNPA confirmed a management plan had been drafted in 2020 for Rook Clift, the expectation was the SDNPA would have been consulted on this and any felling licence that was requested. This had not happened and the SDNPA had not been consulted. Jan 2023 - Nick Heasman, the Countryside and Policy Manager for SDNP has verbally confirmed to a councillor that Natural England have been made aware of the concerns for the SAC and apparently the owner has been contacted. He will visit the site to assess the situation. August 2023 – Nick Heasman contacted Forestry Commission and was informed a felling licence is in place and the current Management Plan was due to end in Jan 2025. Further prompts by the Chair resulted in the receipt of a redacted copy of the Management Plan with the comment 'this is a working document and doesn't necessarily represent what is/has occurred across the site'

			Forestry Commission have confirmed a felling licence is in place, due to end in Jan 2025. The Chair reminded Nick Heasman of the ongoing concerns. Following discussion at the Annual Parish Meeting the Chair contacted SDNPA who are arranging for a Ranger to visit the site in the first instance.
Land owned by PC January 2023 – Minute 73	Consideration given to selling two pieces of land at Elsted Green and Clay Lane	AS Clerk	Paper work has been located from archives held by previous clerk and also further information has been provided by WSCC Legal Dept.
Phone Box in Elsted Village March 2025 – Minute 125	Phone removed from Phone Box	Clerk	Clerk has contacted BT and CDC to find out further information about the phone box. Normally parish councils would be contacted and offered the opportunity to purchase the phone box once the operating phone had been removed.
Bus Shelter May 2025 – Minute 33	Refurbishment of Elsted bus shelter	AR	Work still anticipated to start soon. The lead volunteer has been recovering from an operation. AR is chasing on a monthly basis.
Emergency Plan	Update and review of Emergency Plan	AR	A call out was placed in the Parish Magazine for volunteers to join the Emergency Plan. AR is currently updating the plan.
Grass cutting and tree ownership on the Square July 2024 – Minute 29	Concerns about the state of the Square and condition of the trees. Ownership was unknown and suspected to be either West Dean estate or WSCC	Clerk	WSCC have confirmed ownership of the trees on the Square and will cut the grass. Further information awaited about other areas in the parish .
Archive files and paperwork	Sorting and filing old paperwork, minutes and agendas	TW	This work is gradually taking place and it is intended the files will be held in the secure storage area currently used by the Harting Parish Council at the Harting Community Hall. A summary of the contents will be circulated when the task is complete.

Trish Walker - Clerk