MEETING OF ELSTED AND TREYFORD PARISH COUNCIL

You are hereby summoned to the Meeting of Elsted Parish Council
to be held at Elsted Village Hall on
Thursday 23 July 2026 at **7.30pm**

The Press and Public are welcome to attend.

Trish Walker
Clerk to Elsted Parish Council

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1. **Apologies for absence**

2. **Declarations of Interest**

3. **Minutes -** to approve the Minutes of the Parish Council meeting held on 2 July 2026

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

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

6. **Matters of Urgent Public Importance**

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

8. **Current Planning Applications**
   8.1. SDNP/26/02592/HOUS
   Proposed pool.
   The Platt Sheepwash Elsted West Sussex GU29 0LA
9. **Clerks report** (attached)
10. **Finance**
    10.1. To approve expenditure for July 2026

Undisclosed	Clerk's salary May & June	314.00
HMRC	Tax and NI contributions	143.80
Clarity Accounting	Payroll May-July 2026	36.00

    10.2. To agree the two bank signatories to authorise the July payments.
    10.3. To note income for May and June 2026.

HMRC	Vat refund	£512.15
Unity Trust Bank	Quarterly interest	£98.17

    10.4. To note that the bank reconciliation for June 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)
    10.5. To note the bank balance as of 30 June 2026 - £20,469.49 of which £13720.92 is earmarked CIL money.
    10.6. To note the budget statement to 30 June 2026.
11. **Meetings attended.**
12. **Items for future meetings**
    Fingerpost refurbishment
13. **Date of next meeting –** Thursday 24 September 2026 at 7.30pm

Clerk's Reports – Elsted & Treyford Parish Council –23 July 2026

Agenda Item 9

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 SDNPA Ranger visited site.
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	Volunteers came to start dismantling the benches in the shelter but sadly their vehicle was badly damaged on site when a car drove into it. This is likely to further delay the project. AR continues to push for progress.
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.
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. Grass appears to have been cut regularly this year. 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