



WARNHAM PARISH COUNCIL

Clerk: Mrs Shaw E-mail – clerk@warnham-pc.gov.uk

MINUTES of the Full Council's Ordinary Meeting of the Warnham Parish Council held on Tuesday 15th April 2025 at 19.45pm in the Parish Rooms, St Margaret's Church, Warnham

Members:

Cllr Sally Pavey (SP) (C)	(P)	Cllr Lewis Sage (LS)	(A)
Cllr Fiona Robinson (FR)	(A)	Cllr Ian Gurling (IG) (VC)	(P)
Cllr Tom Bickford (TB)	(A)		
Cllr Sarah Williams (SW)	(P)	Cllr Gregg Maxum (GM)	(P)

In attendance: Mrs Shaw (Clerk)

Also present: One members of the public were present.

FC010425 Apologies for absence –

Cllr FR sent in her apologies prior to the meeting and were duly accepted. It was noted that Cllrs LS & TB were absent. It was noted that the Council had received a Councillor resignation from Richard Collins with immediate effect. The Council accepted the resignation.

FC020425 Declarations of Interest:

Cllr Sally Pavey declared an interest in all matters in relation with Gatwick and CAGNE. Cllr Greg Maxam declared an interest in Warnham Cricket Club. Cllr IG declared an interest in the School.

FC030425 Public Participation

Nothing for this meeting.

Cllr Christian Mitchell joined the meeting at 19.49pm

FC040425 To receive updates and reports from the County and District Councillor.

- i. Cllr CM was in attendance and took questions from the members. Cllr SP asked about the Sat Nav TRO and asked for an update. Cllr CM will also chase the cabinet member Joy Dennis. Cllr CM touched on the process of devolution and the upcoming elections for 2026 & 2027. Cllr SP mentioned that the parish will be hosting a Parish Day on the 13th July and he was welcome to attend. The Clerk mentioned that the Annual Parish Meeting will be held on the 20th May if he was free to attend.
- ii. DCllr KG sent in her report and the clerk circulated to council prior to the meeting and is listed at the end of the minutes.

Cllr Christian Mitchell left the meeting at 20.00pm

FC050425 Minutes of Previous meeting.

Council received, approved and accepted any recommendation from the minutes of the following committees:

- a. Full Council held on the 18th March 2025
- b. Planning and Highways Committee held on the 18th March 2025 & 1st April 2025

- c. Finance Committee held on the 1st April 2025
It was UNANIMOULSY agreed that the Council accept and approve any recommendations and Full Council minutes as a true record of the meetings. The Chair duly signed the minutes.

FC050425 To consider any urgent matters arising from the last meeting on the 18th March 2025 that cannot wait until the next meeting

- iii. To receive any updates from external committees/meetings attended by the Clerk or Councillors. – Cllr SP and SW attended a Climate meeting. The Clerk circulated the slides and information to the whole of council. **NOTED**
- iv. To discuss the Parish Day –Cllrs SW and IG gave their apologies for not being able to attend the meeting. Cllr SP updated the members on the progress of the Parish Day and showed the members the bunting. The Clerk informed the members that the deposit and form had been completed for the funfair hides. Cllr SP confirmed that Warnham Park Estates had confirmed the sponsorship of one of the rides and provide the vintage fire engine and stocks. Cllr SP mentioned that the council would have an extra amount of money to put towards another ride. The members concluded that the bungee ride would be the ride to go for. Cllr SP had sent prior to the meeting the forms for the stall holders. The members approved the forms. Cllr GM nominated Cllr LS to arrange the volunteers and donation buckets.
- v. To discuss and approve the Co-Option of a new Councillor – Richard Smith was in attendance and spoke to the council members about his profession and involvement in the Kingsfold Residents Association. The members voted to co-opt Richard Smith on to the council. Cllr SP nominated Richard Smith to be co-opted. Cllr IG seconded the nomination. ***It was UNANIMOULSY agreed that the Council accept and approve Richard Smith's co-option onto the council. Cllr Smith took a seat at the table and joined***
- vi. To approve and adopt the new Practitioners Guide 2025 – The members of the council ***UNANIMOULSY agreed that the Council accept and approve the New Practitioners Guide.***
- vii. To approve and adopt the new Standing Orders 2025 – The members of the council ***UNANIMOULSY agreed that the Council accept and approve the Standing Orders 2025.***
- viii. Members talked about the SID's for A24 and Marches Road and installing a new dog bin. The Clerk will go away and find out all the information and report back to council. **NOTED**

The Public folder can be accessed through [April 25](#) where you will be able to find all the supporting documents relating to this meeting.

With no further business the meeting closed at 20.58 pm

Chairman..... Date.....

Parish Council Report – April

Combatting Litter

Horsham District Council is asking local motorists and residents to help it reduce levels of littering on the District's roadsides, particularly in key problem areas.

The Council currently faces an ongoing battle with litter being strewn on the roadside across the Horsham District with a key problem area being the A264 between Southwater and Horsham.

The appearance of litter on roadsides is a blight on our environment and its clearance comes at a considerable cost to local taxpayers. It also puts our waste collection crews at risk every time they have to clear the litter on these high-speed roads.

The Council is asking that if road users or members of the public spot offenders dropping litter, they should report incidents to them by going to their website at:

<https://www.horsham.gov.uk/waste-recycling-and-bins/litter-and-street-cleaning/litter>

where they will also be able to supply the Council with Dash Cam footage where possible.

Additionally, people can help to keep local streets and green spaces litter free by signing up for our Adopt a Street scheme which already has hundreds of volunteers across the Horsham District who are passionate about protecting the environment on their doorstep. Volunteers choose the area they want to adopt, and we will provide all the equipment they need to help with litter picking.

For more information or to join up please go to:

<https://www.horsham.gov.uk/waste-recycling-and-bins/litter-and-street-cleaning/adopt-a-street>

Equipment will be provided to use in areas which are assessed as being safe for pedestrians. Volunteers are asked not to litter pick on any unsafe, high-speed roads.



Council successfully prosecutes caravan park operators

I thought it might be of interest for you to know that Horsham District Council has successfully prosecuted Billingshurst-based caravan park owners Petty Char Limited who own and run the Petty Char Court Mobile Home Park near the village.

Petty Char failed to comply with two Compliance Notices to improve their sewage disposal systems and their surface water drainage schemes for the site, in addition to other breaches of their site licence.

The failure to comply with the two notices left the residents of Petty Char Court on with sewage collecting in lagoons on site and foul smelling floods on the adjacent A272, particularly in the warmer weather.

Petty Char Limited pleaded guilty to the offences at Crawley Magistrates Court and was fined the sum of £26,667 and had to pay a victim surcharge of £10,667 and the Council's costs in full of £6,077.61.

This Council will not accept poor standards on caravan sites, especially Park Home sites like Petty Char Court which are the permanent homes of residents and need to meet the required health and safety standards to ensure that they provide a pleasant and safe living environment.

This successful prosecution should serve as a warning to similar businesses. We will continue to closely monitor all such matters District-wide.

Please continue to report any breaches you come across.

Warning: summer food safety

Council issues warning about ice cream vans operating without permission

Following reports of ice cream vans trading in Horsham Park, residents are being warned about the risks of traders operating without permission.

Unregulated vans may not have had food hygiene and other health safety inspections, as well possibly using vehicles lacking insurance and MOTs. This means they could pose a risk to those who purchase food and drinks from them.

Food businesses are required by law to be inspected as part of the Food Hygiene Rating Scheme. As such, legitimate sellers should display food hygiene sticker on their van. Consumers can search for a food hygiene rating online at: <https://ratings.food.gov.uk/>.

In addition, sellers wishing to operate an ice cream van, sell hot drinks, or similar from any council-owned carpark, park or open space across the District must apply for permission from the Council. If a member of the public has spotted a trader they believe to be operating without permission, they are advised to report them to ehl@horsham.gov.uk including details of the vehicle registration and operating location.

New vision for Horsham town centre

We are inviting residents, businesses and visitors to share their feedback on suggested exciting new improvements to the Bishopric, Worthing Road and Carfax areas of Horsham town centre.

The survey is live until 30 April.

[Have your say](#)



Community Climate Fund now open

Applications are now open for the Community Climate Fund grant for community groups to deliver project that will reduce their carbon emissions and create community value locally.

[Find out more](#)



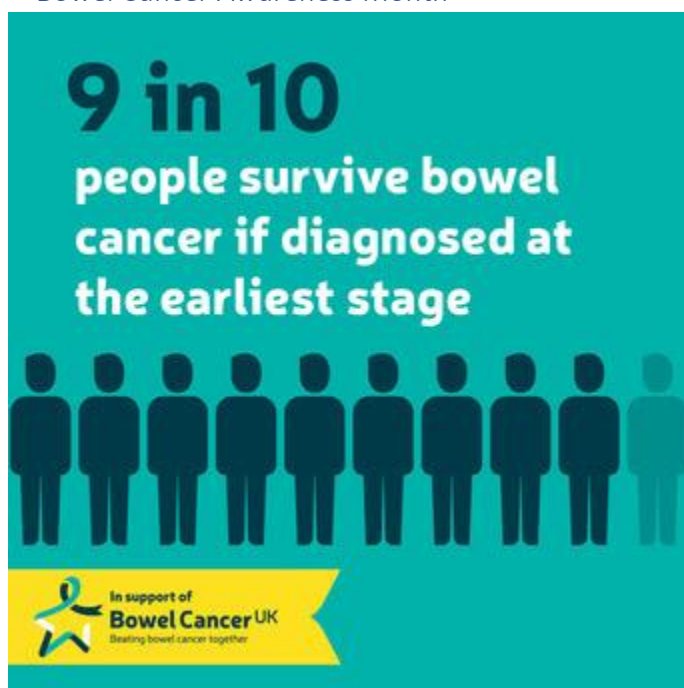
Teenager behaviour course for parents returns

A teenager behaviour course, ‘**Growing Your Teenager**’, is set to make a return due to popular demand from July 2025.

Horsham District Council, in partnership with West Sussex County Council and Sussex Police, developed the course with the aim of increasing parents’ knowledge about the types of issues their young people may face as they transition from primary to secondary school.

[Read more](#)

Bowel Cancer Awareness Month



In Horsham, there are over 2,100 people currently outstanding a bowel cancer screen. If you need a new FIT kit, or you're 75 or over, you can ask for a kit every 2 years by phoning the free bowel cancer screening helpline on **0800 70 76 060**. If you are 60-74 years old, you will be offered a FIT test every 2 years.

If you're worried about a family history of bowel cancer or have any symptoms, speak to a GP for advice.

[More information](#)