



WARNHAM PARISH COUNCIL

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

MINUTES of the Full Council's General Meeting of the Warnham Parish Council held on Tuesday 17th March 2026 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 Richard Smith (RS)	(P)	Cllr Gregg Maxum (GM)	(A)
Cllr Sarah Williams (SW)	(P)		

In attendance: There were four members of the public (MOP) including Louise Halpern from Rural Sussex.
County Council Christian Mitchell

Also present:

FC6225 Apologies for absence –

Cllrs FR, LS and GM sent in their apologies prior to the meeting and were duly noted.

FC6325 Declarations of Interest:

Cllr IG declared an interest in School. Cllr SP declared an interest in all matters relating to Gatwick and CAGNE.

FC6425 Public Participation

One MOP asked the parish council to justify the increase in precept. Cllr SP stated that a statement had gone out on social media to address the negatives comments received over the weekend and then read out the statement and took any questions from the MOP's.

FC6525 To receive updates and reports from the County and District Councillor.

- i. CCllr Christian Mitchell was present and took any questions. CCllr CM asked whether the council had been able to make contact with WSCC in relation to the bus stops. Cllr SW confirmed that she had and would report back once a meeting had been conducted. Cllr SP enquired about Operation Watershed. CCllr CM suggested contacting BBH PC to ask for more information.

CCllr CM left the meeting at 20.16pm

- ii. DCllr KG sent her apologies prior to the meeting. Cllr SP stated that the parish council had received the final cost of the removal of the abandoned trailer. WSCC stated that the cost reached £25k. **NOTED**

FC6625 Minutes of Previous meeting.

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

- a. Full Council held on the 17th February 2026
- b. Planning and Highways Committee held on the 3rd March 2026

- c. Finance Committee held on the 3rd February 2026 (Amendment) & 3rd March 2026
It was UNANIMOUSLY agreed that the Council accept and approve any recommendations and minutes from the Full Council held on the 17th February, Planning and Highways held on the 3rd March and Finance held on the 3rd February and 3rd March as a true record of the meetings.

FC6725 To consider any urgent matters arising from the last meeting on the 17th March 2026 that cannot wait until the next meeting

- i. To receive any updates from external committees/meetings attended by the Clerk or Councillors.
 The Clerk informed the members that she attended a police forum meeting and circulated notes from that meeting prior to the meeting. The Clerk mentioned that the Clerk from Ruspur attended the HDC meeting for Asset Transfer and Devolution and provided notes from the meeting. **NOTED**
- ii. To receive an update on Gatwick
 Cllr SP mentioned that there was no update to report but would like to draft a response to the latest consultation. **NOTED**
- iii. To discuss Gregsons Wood – Woodland Trust with David Bridges
 DB informed that he had arranged a meeting with Woodland Trust and provided a report which was circulated prior to the meeting. DB suggested that the parish council and Warnham Park Estate should work together on maintaining the woodland. The clerk will place the item on the agenda for the 21st April. **NOTED**
3 MOP left the meeting at 21.03pm
- iv. To receive a report from Action in Rural Sussex and determine action
 Louise Halpern presented Local Affordable Housing. LH will provide the council with the slides from the meeting. The parish council thanked LH for attending. LH will provide a quote for affordable housing surveys and helping with reviewing the neighbourhood plan.
LH left the meeting at 20.50pm
- v. To NOTE another Code of Conduct issued against ONE Cllr in relation to Full Council issuing the Vexatious Policy
 The clerk wanted it noted that prior to the full council meeting on the 17th February, one of the residents who had been identified as having the Vexatious Policy issued against them, had in fact attempted to put a code of conduct in to HDC before the full council meeting was held. The clerk stated that this demonstrated that this resident had a personal vendetta against one Cllr. The clerk also went on to state that the code of conduct was unlikely to be upheld simply because the decision was voted and agreed on by FULL COUNCIL and not by one Cllr. The clerk also stated that she was the person who requested issuing the Vexatious Policy against the two residents and further stated that should the two residents wish to put a code of conduct in against her, then it can't go through HDC and would need to go through the parish council. The clerk also mentioned that it further demonstrated that level of time wasted for both HDC and WPC in dealing with matters like this. **NOTED**
- vi. To accept and approve using Mulberry & Co as the council's chosen Auditors and accept the quotation.
 The clerk informed the parish council that they will need to accept and approve the quotation for Mulberry and Co to remain the parish council's chosen auditors. Cllr SP proposed the motion, Cllr IG seconded the motion. ***It was UNANIMOUSLY agreed that***

the Council accept and approve Mulberry & Co as the chosen auditor for the parish council.

- vii. To discuss and approve the new Business Plan for Warnham Parish Council
Item deferred.
- viii. To receive an update from the Clerk on HDC business
Listed above under item i.
- ix. To receive an update on the Cricket Lease and determine action
Item deferred.
- x. To sign paperwork to leave the WSCC Pension
Item deferred.
- xi. To receive an update on Warnham Parish Day
Cllr SP provided an update on the WPD. Contracts have been signed for the rides. Cllr SP stated that sponsorship letters will be sent out and provide an update at the next full council meeting. **NOTED**

FC6825 To move to confidential session
To resolve that, in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the remaining item(s) of business on the grounds that they involve the likely disclosure of confidential information as defined in Part 1 of Schedule 12A of the Local Government Act 1972." Purpose: To discuss sensitive matters, such as staffing, legal issues, or commercially sensitive information, as specified in the confidential session agenda.

FC6925 To discuss the hiring of a new Environmental Officer
The clerk informed the members that interviews had been cancelled and readvertising had been done.

Item FC6525 Reports from CCllr and DCllr.

Parish Council Report – March 2026

Local Plan Update

Following Horsham District Council's request to re-open the examination of its 2023-2040 Local Plan, it can now announce that the examination hearings will start on Tuesday 21 April.

Hearing days are currently scheduled to take place on the following dates: Tuesday 21 April Wednesday 22 April Thursday 23 April, with Friday 24 April in reserve if needed.

[Read More Online](#)

Annual Plan

Horsham District Council has now fully adopted its Annual Plan for 2026/27.
The draft plan identifies four main themes:

- Supporting local people and communities – providing help in tough times and building an environment where our people can flourish.
- Inspiring greener futures – aiming to be carbon net zero as a council by 2030 and as a District by 2050.
- Building a thriving economy – making us known as an easy place to do business and keeping our high streets thriving.
- Always listening, learning and improving – involving communities in our decision making and always striving to be better.

An overall Council Plan setting out a fresh vision and corporate priorities for the Council for four years until 2027 was adopted in October 2023. At this time the Council announced a new process which introduced the development of an Annual Plan to detail the year-on-year actions it would undertake to deliver on its long-term objectives. The 2026/27 Annual Plan will be the fourth Annual Plan to be adopted.

Key priorities which will be delivered from the 2026/27 Annual Plan include:

- Developing our Active Wellbeing Strategies which will modernise provision, encourage active lifestyles and ensure residents of all ages and abilities can access high-quality health and fitness opportunities.
- Construction of new affordable homes in Dukes Square, central Horsham.
- Implementation of weekly food waste collections to reduce landfill and support environmental sustainability.
- Continued progress towards adopting the Horsham District Local Plan providing planning certainty and sustainable new homes delivery with supporting infrastructure.
- Building upon our successful Wilder Horsham District initiative with strengthened engagement with parish councils across the District to enhance biodiversity and support thriving communities.

Further details on our Annual Plan benefits can be viewed here:

<https://www.horsham.gov.uk/council-democracy-and-elections/finance-and-council-performance/council-plan-2023-2027>

Around the District Meetings

The first round of *Around the District* meetings between Cabinet and SLT representatives and parishes went well. Turnout was around 20 at each meeting. Discussions were held on the Annual Plan, the Local Plan, Local Government Reorganisation and the Community Governance Review.

Feedback from parishes was that they liked the *Around the District* format, so we will be arranging another round of these meetings in the Summer.

Food Waste Collection

Our food waste collection service started this week, with areas in the south of the District the first to receive their collection!

We collected more than 11 tonnes of food waste on our first day, Monday 16 March.

Please do not be concerned if you are yet to receive your caddy. We are delivering the caddies in phases and will roll out collections in phases too. Some collections began on Monday, with more collections going live each week until the middle of April.

To check when your collections begin, please refer to the calendar or mobile app.

[Read More Online](#)

Our food waste collection service can recycle cooked and uncooked food waste, including:

-  meat, fish and shellfish
-  dairy products such as cheese and yoghurt

-  cooked and uncooked vegetables and fruit including peelings
 -  bread, cakes and pastries
 -  rice, pasta and beans
 -  plate scrapings
 -  tea bags and coffee grounds
 -  eggshells
 -  solid fats
 -  pet food
 -  mouldy and out-of-date food
- ✗ Please do not put non-food products, packaging, oils and liquids, animal waste and bedding or flowers in your caddy. If you put these in, your bin won't be emptied. There is lots of information on our website about the new collection.

[Download the Mobile App](#)

Around the District Meetings

The first round of *Around the District* meetings between Cabinet and SLT representatives and parishes went well. Turnout was around 20 at each meeting. Discussions were held on the Annual Plan, the Local Plan, Local Government Reorganisation and the Community Governance Review.

Feedback from parishes was that they liked the *Around the District* format, so we will be arranging another round of these meetings in the Summer.

Active Wellbeing Strategy

Senior councillors at Horsham District Council are set to approve a new Active Wellbeing strategy for Horsham District which will transform the way leisure services are delivered for the future. This will be a key strategy that will shape the approach taken to the procurement of the provider to manage the Council's four leisure centres from December 2027.

As part of the preparation for the procurement exercise, the Council completed a major public engagement initiative in September 2025 across the whole of Horsham District to include residents, community groups, youth forums and schools, community partners and key stakeholders in order to help shape the future of Horsham District's leisure and wellbeing provision.

The survey results have been used to inform the development of an Active Wellbeing Strategy which has been co-designed with stakeholders, partners and residents to make sure future services reflect what our communities truly need.

Feedback results highlighted:

- 82% of respondents expressed a strong desire to be more physically active
- Respondents want more activities out in community settings
- Need for more collaboration and partnership working.

The new strategy will see the Council pivot the way that leisure services are provided, so that they will no longer be entirely leisure centre based. Through the new leisure centres management contract, the provider will facilitate a broader role, supporting the provision of

leisure activities in community settings such as parks and community halls, and also working with community groups, with the Council offering support
The Active Wellbeing Strategy is set to be fully approved at the Council's Cabinet meeting on 25 March.

Saving Water

22 March is World Water Day: Why saving water still matters



It's World Water Day on Sunday 22 March - a good opportunity to remind ourselves that whilst the UK has been having one of the wettest winters on record it is still important for us to look at ways that we can save water.

Heavy rainfall doesn't automatically replenish the groundwater and reservoir systems that supply our taps. Much of the rain runs off quickly into rivers and seas, especially in urban areas with hard surfaces, while our hotter summers also place increased pressure on water supplies.

Horsham District is designated as a severely water stressed area, so it is even more important to not waste this valuable natural resource. Reducing our household consumption can also help us to save on our water bills too, so benefiting ourselves and our environment.

Simple steps at home can make a real difference

For example, you could consider: fixing dripping taps, installing water efficient showerheads, using water butts for garden watering, running dishwashers and washing machines only when full, and choosing drought resistant plants. These small behaviour changes all add up when practised by thousands of households across the District.

Check out our latest blog post for advice and tips on why and how to use water wisely.

[Why saving water matters](#)

We are supporting local community water-saving initiatives

Our **Community Climate Fund** is supporting community-based water-saving initiatives.

If you have some water-saving ideas for your community please consider applying for our Community Climate Fund. We have helped several community groups across the District to save water and their bills through funding such measures as the installation of sensor taps, water butts, and rainwater harvesting systems, and even supporting the development of a drought resistant sensory garden. Applications open again on 1 April, so why not make a start on your plans now?

[Find out about our Community Climate Fund](#)

Horsham District Volunteer Awards 2026

Nominations are now open for the Horsham District Volunteer Awards 2026!



We are pleased to announce that nominations are now open for the Horsham District Volunteer Awards 2026!

Do you know someone who volunteers for a group in the Horsham District who makes a real difference to their local community? We'd love to hear from you! The Volunteer Awards are an opportunity to recognise the outstanding contributions made by the amazing volunteers in our community.

There are 7 award categories to choose from:

- Community Champion Award
- Trustee of the Year
- Long Service Award
- Above and Beyond Award

- Rising Star Award
- The Dream Team
- Young Volunteer Award

Could a volunteer you know be one of the winners?

[Find Out More and Make a Nomination](#)

Easter Activities

Find out about Easter activities around Horsham [here](#).

The Public folder can be accessed through [March 26](#) where you will be able to find all the supporting documents relating to this meeting

With no further business the meeting closed at 9.20pm

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