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Minutes of the Parish Council Meeting on Tuesday 25th November 2025 at 7.00pm. This meeting was held at Rusper Village Hall.

Present: Cllrs M Cooke (Chair), G Hussey (Vice Chair), F Maitland-Smith, M Fenton, S White, M Fillmore.

Apologies: Cllrs G Sallows, G Fleming, D Matthew, R Gatt.

Meeting commenced 1901hrs

110 – 25/26 Apologies for Absence

Apologies were received and accepted from Cllr Sallows, Cllr Matthews, Cllr Gatt, and Cllr Fleming.

111 – 25/26 Declaration of Interests

Cllr Fenella Maitland-Smith declared an interest in agenda item 7c due to her position as Chair of SWOI.

112 – 25/26 Climate Crisis

Council acknowledged the ongoing climate crisis and confirmed that environmental impact had been considered for all decisions made during the meeting.

113 – 25/26 Minutes of Previous Meetings

The minutes of the Extraordinary Council Meeting held on 18 September 2025 and the Council Meeting held on 30 September 2025 were approved and signed by the Chair.

114 – 25/26 Open Forum

Peter Barclay from GACC spoke about the recent grant application aimed at supporting a Judicial Review for Gatwick Airport. The Clerk circulated the application during the meeting. The Chair asked for the item to be added to the agenda for consideration at the next meeting and noted that any potential grant funding should be included in the FY26/27 budget.

115 – 25/26 Reports from Other Authorities

District and County Councillors were not present. District Councillor Tony Hogben sent the Clerk his apologies.

116 – 25/26 Financial

a) **Financial Reports** – Reconciliation, Budget Report, and Transaction Reports for September and October 2025 were approved.

b) **Schedule of Payments** – The schedule of payments was approved.

c) **Budget for Legal Fees** – Council agreed in principle to allocate up to £35,000 for potential legal fees. One abstention. Item to be carried to the December meeting.

d) **Budget and Precept FY26/27** – Council reviewed the draft FY26/27 budget. Further consideration of the Precept will occur at the December meeting.

e) **Playground Project** – The Council noted the updated finances and formally accepted the Courage

Dyers Grant.

f) **Section 106 and CIL Report** – The quarterly report from HDC (Document 11) was noted.

117 – 25/26 New .gov.uk Website and Email Transition

Council resolved to terminate the IONOS contract by 31 December 2025.

118 – 25/26 Assertion 10 – Policies Update

Council formally adopted the following policies:

- a) IT Policy
- b) Website Accessibility Statement
- c) GDPR Data Protection Policy
- d) GDPR Data Protection and Security Training Policy
- e) Council noted the ICO Publication Scheme.

119 – 25/26 Rusper Sports Club

- a) **Underlease Update** – A verbal update was received from the Clerk regarding progress on the Sports Club underlease. Carried to the next meeting pending conclusion.
- b) **Compliance and Reporting** – Council discussed oversight of lease-related obligations and noted that a committee meeting has not yet been arranged. This item will be carried forward to the next meeting.
- c) **Pitch Security** – Council noted two recent incidents of vehicles accessing the pitch at night. The posts proposed by the Sports Club were deemed unsuitable. This matter will be carried forward to the next meeting.

120 – 25/26 Gatwick

The Gatwick report published on the Parish Council website was noted.

121 – 25/26 Roads, Footpaths and Open Spaces Committee – Updates

- a) **Liz Kitchen Memorial Bench** – The confirmed location *in* the Playground was noted. Council is waiting on the donor bench agreement. Cllr Geoff Hussey will report back at the next meeting.
- b) **Fingerpost Maintenance** – Progress on the maintenance project was noted, and the fingerposts project has now concluded. The excellent work on the posts can be seen around the Parish of Rusper.
- c) **Defibrillator Update** – The Clerk reported that the defibrillator will need to be inspected with recommendations. Item carried to the next meeting, where the Clerk will provide an update and quotations for replacement of the unit and case.
- d) **Remembrance Sunday** – Council agreed the wording of the thank-you letter to Ray Butler for his services in the poppy display and traffic management. It was also agreed to thank The Plough Pub for their refreshments to the parish.

122 – 25/26 SID Licence – Horsham Road

- a) **Acceptance of Licence** – Council formally accepted the SID Licence.
- b) **Installation Costs** – The costs for installation of the SID socket and relocation from Gardeners Green were approved. The SID will be fitted toward the Wimlands Road triangle initially.

123 – 25/26 Reports from Representatives

Cllr Marion Fenton:

SSE offered a fixed energy rate. Utility Aid options ranged from £1,033.18 to £1,274.60.

Council agreed to proceed with SSE as the fixed-rate provider.

Action: Clerk to arrange contract with SSE.

Cllr Geoff Hussey:

Inspected the car park fence. Proposed cutting back the hedgerow to tidy the car park area.
Noted that The Plough is willing to help maintain the car park.

Action: Clerk to request a quote from Grasstex for tidying the area. To be added to the next Open Spaces agenda.

Cllr Malcolm Fillmore:

Requested any questions to raise at the upcoming Mowbray meeting. Topics included buses, which supermarket is planned, and a query from the Clerk about the non-statutory asset.

Chair, Cllr Michelle Cooke:

Reported from the Village Hall meeting. The committee is requesting additional funds for the Hope Keith Room and outlined usage costs. The new Hub may be an alternative space for Parish Council use, with capacity for 20 people.

124 – 25/26 Parish Owned Land

Council noted Cllr Fillmore's report on the parish assets documentation.

125 – 25/26 Planning Matters

- a) **New Applications** – None received since publication of the agenda.
- b) **Enforcement Report** – The enforcement update was noted.

126 – 25/26 Matters Arising

Date of Next Meeting:

Combined Planning and Council Meeting – 16 December 2025

Meeting closed 2054hrs

Signed Dated