

Worth Parish Council

Minutes of the Annual Council Meeting held in the Parish Hub, Copthorne on 18th May 2026 commencing at 7.30pm

| | | |
|-----------------|---------------------------------|---|
| Present: | Cllr Dorey (Chair) | Cllr Coote (Vice Chair) |
| | Cllr Bingle | Cllr Casella |
| | Cllr Cruickshank | Cllr Dymond |
| | Cllr Gibson | Cllr Hodsdon |
| | Cllr King | Cllr Kipps |
| | Cllr Lord | Cllr Phillips |
| | Cllr Pointer | Cllr Stewart |
| | Cllr Williams | Cllr Wilson |
| | Mrs L Bannister (Chief Officer) | 1 member of the public WSSC Cllr G Dowsett WSSC Cllr M Winn |

001 Election of Chair and Acceptance of Office

It was RESOLVED to elect Cllr Dorey as Chair. The Declaration of Acceptance of Office was duly signed.

002 Election of Vice Chair

It was RESOLVED to elect Cllr Coote as Vice Chair.

003 Public Question Time

A member of the public handed a statement to councillors to read regarding the Copthorne Hotel. This was a plea from the member of the public for councillors to take these concerns seriously.

004 Apologies

Apologies were received from Cllr Scott.

005 Declarations of Interest

None.

006 Minutes

It was RESOLVED to approve the Minutes of the Full Council meeting held on 23rd March 2026. These were duly signed by the Chair.

007 Chairman's Announcements

Cllrs Dorey and Coote thanked members for their nominations for chairmanship.

008 Correspondence, Action List & Updates

The following were NOTED:

- a. Correspondence received
- b. Update on resolutions/actions
- c. Projects tracker
- d. Latest website data
- e. The latest crime figures for Copthorne, Crawley Down and Turners Hill

009 Committees

The Minutes and actions of the following Committees as circulated were NOTED:

- a. Planning & Highways Committee – 11th May 2026. Next meeting 1st June 2026.
- b. Finance & General Purposes Committee – 11th May 2026. Next meeting 1st June 2026.
- c. Amenities & Assets Committee – 19th March 2026. Next meeting 15th June 2026.
- d. HR Committee – 9th March 2026 and 23rd April 2026. Next meeting to be set.

010 Working Parties

The notes and actions of the following Working Parties as circulated were NOTED:

- a. Copthorne Village Working Party – 18th March 2026, 1st April 2026 and 29th April 2026. Next meeting 13th May 2026.
- b. Crawley Down Village Working Party – 26th March 2026 and 22nd April 2026. Next meeting 13th May 2026.
- c. Worth Parish Council Working Party – 27th April 2026. Next meeting date to be set.

011 Committee Structure

It was RESOLVED to appoint the following Standing Committees and their membership as follows:

Finance & General Purposes Committee

| | |
|---------------|---------------|
| Cllr Bingle | Cllr Casella |
| Cllr Coote | Cllr Gibson |
| Cllr Hodsdon | Cllr King |
| Cllr Lord | Cllr Phillips |
| Cllr Pointer | Cllr Scott |
| Cllr Williams | Cllr Wilson |

Planning & Highways Committee

| | |
|--------------|-------------|
| Cllr Casella | Cllr Coote |
| Cllr Dorey | Cllr Gibson |
| Cllr King | Cllr Kipps |
| Cllr Pointer | Cllr Wilson |

Amenities & Assets Committee

| | |
|------------------|---------------|
| Cllr Bingle | Cllr Casella |
| Cllr Cruickshank | Cllr Dorey |
| Cllr Dymond | Cllr King |
| Cllr Phillips | Cllr Pointer |
| Cllr Stewart | Cllr Williams |
| Cllr Wilson | |

Human Resources Committee

| | |
|--------------|--------------|
| Cllr Casella | Cllr Coote |
| Cllr Dorey | Cllr Hodsdon |
| Cllr King | Cllr Pointer |

012 Appointment of Committee Chairs

It was RESOLVED to appoint the following Chairs:

| | |
|--------------------------------------|---------------|
| Finance & General Purposes Committee | Cllr Phillips |
| Planning & Highways Committee | Cllr Gibson |
| Amenities & Assets Committee | Cllr Casella |
| Human Resources Committee | Cllr Pointer |

013 Working Parties

It was RESOLVED to confirm the continuance and membership of the following Working Parties:

- Copthorne Working Party (all Ward Councillors, plus up to 10 additional members as stated in the Terms of Reference – community members to be advertised for in May)
- Crawley Down Working Party (all Ward Councillors, plus up to 10 additional members as stated in the Terms of Reference – community members to be advertised for in May)
- Worth Parish Council Working Party (all Councillors)
- Local Government Review Working Party (no limit set)

Any other working parties as requested by Councillors

014 Appointment to Outside Bodies

It was RESOLVED to appoint the following:

| Organisation | Representative(s) |
|---|----------------------------|
| CAGNE | Cllr Lord |
| Central Sussex Rotary | Cllr Dorey |
| Copthorne Sports & Community Association | Cllr Stewart |
| Copthorne Village Hall Management Committee | Cllr Hodsdon |
| Copthorne Village Association | Cllr Dorey |
| Crawley Down Village Hall Committee | Cllr Scott |
| Crawley Down Surgery PPG | Cllr Wilson |
| Gatwick Area Conservation Campaign | Cllr Lord |
| Gatwick Liaison Group | Cllr Lord |
| Mid Sussex District Association of Local Councils | Cllr Coote & Cllr Dorey |
| Shelley Education Foundation | Cllr Pointer, Cllr Coote |
| St Modwen Liaison Group | Cllr Dorey & Cllr Phillips |
| West Sussex Association of Local Councils | Cllr Coote & Cllr Dorey |

Cllr Gibson proposed a motion to stop having a parish council representative on the Crawley Down Village Hall Committee. This motion was not seconded and so the motion failed.

Cllr Hodsdon left the meeting

015 Civility & Respect

It was NOTED that the Council has signed up to the Civility & Respect Pledge.

016 General Power of Competence

It was CONFIRMED that the Council complies with S1 Localism Act 2011, and the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, and therefore continues to have the General Power of Competence.

017 Authorised banking signatories

The signatories were confirmed as:

| Bank | Signatories |
|----------------------------|--|
| Natwest | Cllrs Dorey, Lord and Scott L Bannister, H Smith and D Showell |
| Barclays current | Cllrs Coote, Dorey, Scott and Phillips L Bannister, H Smith and D Showell |
| Barclays savings | Cllrs Coote, Dorey, Scott and Phillips L Bannister, H Smith and D Showell |
| Unity Bank Trust | Cllrs Dorey, Lord and Scott L Bannister, H Smith and D Showell |
| CCLA | Cllrs Lord and Scott L Bannister and D Showell |
| Cambridge Building Society | Cllrs Dorey and Scott L Bannister and D Showell |

Note that where office staff are appointed as signatories, this is for administrative purposes only.

018 Council Policies

It was RESOLVED to approve the following policies:

- a. Financial Risk Assessment 2026/2027
- b. Standing Orders
- c. Financial Regulations
- d. Code of Conduct
- e. Planning & Highways Committee Terms of Reference
- f. Amenities & Assets Committee Terms of Reference
- g. Finance & General Purposes Committee Terms of Reference
- h. Village Working Party Terms of Reference

- i. Members Allowance Policy
- j. Anti Bullying Policy
- k. Offsite Youth Activities
- l. Behaviour Management Policy
- m. Youth Provision Code of Conduct
- n. Worth Parish Council Working Party Terms of Reference
- o. Local Government Review Working Party Terms of Reference

019 Annual Governance & Accountability Return & Public Inspection of 2025/2026 Accounts

It was RESOLVED to approve the following:

- a. Annual Governance Statement 2025/2026. This was duly signed by the Chair and Chief Officer.
- b. Accounting Statements 2025/2026. This was duly signed by the Chair.
- c. The public inspection period for the 2025/2026 Annual Governance & Accountability Return, this being 3rd June to 14th July 2026.

020 Reports from other Authorities

Cllr Dowsett, County Councillor for Imberdown, introduced himself and said that his intention is to support and keep the parish council updated.

Cllr Winn, County Councillor for Worth Forest, repeated the above intention.

Cllr Gibson noted that the Local Government Review consultation has been reopened.

Cllr Phillips reported that MSDC has published a list of sites to be considered for the District Plan.

021 Auchinleck Court

It was RESOLVED to confirm the transfer of land to Housing 21, as recommended by the Amenities & Assets Committee. It was confirmed that Cllr Dorey and Cllr Coote would sign the transfer.

022 Street light electricity

It was RESOLVED to:

- a. Approve the quote of £28,537.35 plus VAT at 5% from Drax Energy Solutions as recommended by the Finance & General Purposes Committee. This is the annual cost. Members should note that this quote could not be fixed for any length of time and this may change slightly.
- b. Suspend Financial Regulation 5.8 which requires 3 fixed-price quotes as all other suppliers declined to quote due to the small amount of energy used.

023 Schedule of meetings

It was NOTED that meetings on 14th September, 5th October and 14th December have been moved from the Haven to the Glebe Centre due to venue availability.

024 Representatives attending outside meetings

None.

025 Personnel

- a. The confidential report was NOTED.
- b. It was RESOLVED to:
 - Approve the recommendation in the temporary report to offer 5 additional hours to the IT and Communications Administrator.
 - Approve the recruitment of a Temporary Administrator at a cost of £19,400.

026 Date of the next meeting

The next meeting will be held on Monday 20th July 2026, at the Glebe Centre, Crawley Down.

Meeting closed at 8.20 pm.

Chairman: _____

Date: _____