

HASSOCKS PARISH COUNCIL

You are summoned to a meeting of the **Parish Council** on 10th September 2019
at **7.30 pm** in the Council Chamber, Parish Centre, Adastra Park, Hassocks.

Parish Clerk 4 September 2019

Members of the public are encouraged to come to the meetings and there is an opportunity for them to address the Council relating to the non-confidential items on the published agenda.

AGENDA

1. **APOLOGIES**

- 1.1 To Accept Apologies for Absence.

2. **DECLARATIONS OF INTEREST**

- 2.1 Disclosure by Councillors of personal interests in matters on the agenda, and whether the Councillor regards their interest as prejudicial under the terms of the Code of Conduct.

3. **MINUTES**

- 3.1 To accept the minutes of the:

Parish Council meeting 9th July 2019 and the Extraordinary meeting on the 14th August 2019

4. **PUBLIC PARTICIPATION**

*Up to fifteen minutes will be available to allow for the public to make representations, answer questions or give evidence **in respect of any item of business included in the agenda**, in accordance with Standing Orders.*

5. **MINUTES**

To accept the following Minutes

- 5.1 **Planning Committee** – 22 July 2019 and 12 August 2019 and to note the minutes for 2nd September 2019.
- 5.2 **Policy Resources & Communications** 16 July 2019 (for noting)
- 5.3 **Grounds & Environment** – 25 July 2019 (for noting only)

6. **FINANCE**

- 6.1 To approve the Financial Report and authorise the list of payments in the sum of £ 39,473.29 for the period ending 30th June 2019 set out in **Appendix 1** and £98,507.79 for the period ending 31st July 2019 set out in **Appendix 2**

7. REPORTS

- 7.1 District Councillors' Report
- 7.2 County Councillor Report
- 7.3 Rail Matters.

- At the Full Council (11/06/19) meeting **PC19/65.3** it was agreed to contact a number of media outlets raising the Council's concerns in relation to the ongoing level of rail service being received by Hassocks. A press release was prepared and distributed to various media outlets which some published, in addition the issues were also covered on BBC TV local news (Tuesday 27/08/19 and the Chair was interviewed by BBC radio Sussex)
- (oral report, Leslie Campbell)

- 7.4 Youth Initiatives
- 7.5 Police report
- 7.6 Report from Councillors on meetings of outside bodies where the Council is represented.

8. CHAIRMAN'S REPORT

- 8.1 Current matters (oral report)

9. CLERK'S REPORT

- 9.1 **Committee Membership** – Members may recall that it was previously determined that when new members joined they would be provided with the opportunity to attend some Committee meeting(s) as observers prior to proposing there preferred Committee membership. This report requests members consider the following Committee membership proposals

Cllr Rylance has indicated a preference to sit on Grounds & Environment Committee and Policy, Resources & Communications Committee

Members are requested to consider the above proposal and determine the committee membership

9.2 Grants

The purpose of this report is to inform the Council on Grant applications received this year. The Council agreed a budget of £ 2,750 for grants and donations to local groups and organisations for 2019/20. The current grant application process is set out for Members information in (**Appendix 3**)

The Council made the following donations in 2018/19

No.	Applicant	Funding awarded
1	St Catherines Hospice	300
2	Victim Support	200
3	St Peters & St James Hospice	250
4	West Sussex Mediation Service	100
5	Sight Vision Support	400
6	Hassocks Community speed Watch	443.40
7	Jack & Jill Play group	85
8	Royal British Legion	600
9	Parklands Road Science Challenge (**)	96
		£2,474.40

(** this fund was subsequently not drawn down as the event was cancelled)

The following grant requests have been received for 2019/20

No.	Applicant	Funding sought
1	Hassocks Guide Hall Association	400
2	Hurstpierpoint Players	1,000
3	St Catherines Hospice	300
4	Hassocks Christmas Day Lunch Committee	200
5	Victim Support	200
6	St Peter & St James Hospice	250
7	Jack & Jill Playgroup	100
8	Parkfield Equine Solutions	500
9	Fauna & Flora Group	300
10	Hassocks Community Runners	340
		£3,590

Supporting documents for each of the above applications are attached as (**Appendix 4**) Based on the requested sums the overall value sought exceeds the available budget by £840 therefore members will be required to determine the value to be awarded to each organisation.

RECOMMENDATION: The Council is invited to consider the above applications, and determine the grant awards for 2019/20.

- 9.3 **Annual Return 2018/19** the purpose of this report is to advise Council that the External Auditor has signed off the Annual Return for the year ended 31 March 2019. I am pleased to inform members that the accounts have been agreed without amendment by the External Auditors. The audit fee for the work undertaken for the financial year 2018/19 is £600 plus VAT.

The Notice of Conclusion of Audit has been duly published in accordance with the Local Audit & Accountability Act 2014 Section 20(2) & 25 and the Accounts and Audit Regulations 2015(SI 2015/234) Government and is available for inspection.

- 9.4 **PROW Footpath 11C.** Previously Cllr Ian Weir reported to Grounds & Environment Committee Members June 27th 2019 (GE19/30)

That following discussions with WSCC, improvements are to be carried out to a section of Footpath 11c which becomes very waterlogged in the winter months. This would be funded wholly by WSCC. This news was well received by the Committee.

Since initial discussions WSCC have requested that the Parish Council commission the contract and obtain the necessary permissions from the landowner to undertake the works and pay for the works directly in the first instance which will then be reimbursed to the Council via section 106 contributions attributed to the County Council. Members are requested to confirm they are content with this approach subject to confirmation from County that s106 funds have been secured to fund the re-imbursement to the Parish Council.

10. **Urgent Matters** at the discretion of the Chairman for noting and/or inclusion on a future agenda.
- 11 Date of next meeting 8th October 2019

EXCLUSION OF PUBLIC AND PRESS In view of the confidential nature of the business about to be transacted Councillors will be referred to the Confidential agenda If any members of the public or press are present they will be requested to withdraw from the meeting.

FILMING, RECORDING OF COUNCIL MEETINGS AND USE OF SOCIAL MEDIA

During this meeting members of the public may film or record the Committee and officers from the public area only providing it does not disrupt the meeting. The Confidential section of the meeting may not be filmed or recorded. If a member of the public objects to being recorded, the person(s) filming must stop doing so until that member of the public has finished speaking. The use of social media is permitted but members of the public are requested to switch their mobile devices to silent for the duration of the meeting

Please Note

All members of the public are welcome to attend to attend meetings of the Parish Council and its Committees.

Item 4 – a period of 15 minutes will be set aside for the public statements and questions relating to the published non-confidential business of the Meeting.

It may be necessary to consider particular items in confidential session and where this arises, these items will be considered at the end of the agenda

Hassocks Parish Council 2019/20					
Current Bank A/C 2114					
List of Payments made between 01/06/2019 and 30/06/2019 (incl VAT)					
Date Paid	Payee Name	Reference	Amount Paid £	Transaction Detail	
01/06/2019	Ian Weir	6041	60.38	Mileage	
10/06/2019	Ian Cumberworth	6049	90.00	Hose cart x2 reimburse	
10/06/2019	Warnes Windows	6050	25.00	P/O window clean June	
20/06/2019	Dowsettmayhew Planning	6051	2713.20	NP Consultancy May 19	
10/06/2019	Tracy Forte	6052	41.99	Kaspersky Software reimburse	
10/06/2019	Beacon Fencing Ltd	6053	49.86	Fence repair materials	
10/06/2019	Rob Eager- Rooted Gdn	6054	423.50	B/G maintenance	
20/06/2019	HMRC/PAYE	6055	2076.69	PAYE/NI June Salaries	
17/06/2019	petty cash	6056	66.05	Petty Cash top up	
17/06/2019	Jane Baker	6057	55.14	Reimburse hose pipe connectors	
17/06/2019	Close Invoice Finance/TSS	6058	203.99	Heat Pump service 2/2	
17/06/2019	James Wilson Tree Care	6059	100.00	Lift trees overhanging s/park	
17/06/2019	Burgess Hill Glass	6060	103.58	Repair to P/O window	
17/06/2019	Greenscene Landscapes	6061	1537.95	Floral Displays various	
25/06/2019	Hassocks Hardware	6062	401.67	Various supplies	
25/06/2019	Bee Cleen (Southern) Ltd	6063	225.60	June Pav cleaning	
25/06/2019	Mid Sussex District Council	6065	480.00	Parking discs	
25/06/2019	ScottishWaterBusinessStream	6066	49.66	Burial Ground Waste Water	
25/06/2019	West Sussex County Council	6067	17357.28	Street Lighting 18/19	
25/06/2019	Ian Parkin Plumbing	6068	130.00	P/O Water heater repair	
25/06/2019	Burgess Hill Town Council	6069	169.26	Removal of fencing	
25/06/2019	Viking	6070	256.35	Office & Pav Supplies	
12/06/2019	Sports and Play Consulting Ltd	BACS LET	1250.00	Skatepark Project Stage 5	
12/06/2019	WSCC Pension Fund	BACS LET	2298.94	June Pension Contributions	
20/06/2019	Total June Salaries	BACS LET/6064	6375.51	June Salaries inc casual wages	
04/06/2019	Barclays Bank	BARCLAYS	34.55	Bank Charges 15.4-12.5.19	
24/06/2019	British Gas	BRITGASD/D	14.22	P/O Gas June D/D	
17/06/2019	British Telecom	BT D/D	96.84	P/O Telephone June D/D	
17/06/2019	Castle Water	CASTLE D/D	17.28	Pavilion Water Supply June D/D	
28/06/2019	Castle Water	CASTLE D/D	8.67	P/O Water supply June D/D	
03/06/2019	edf energy	EDF D/D	77.00	P/O Electricity June D/D	
03/06/2019	edf energy	EDF D/D	223.00	Pavilion electricity June D/D	
03/06/2019	Mid Sussex District Council	MSDC D/D	271.00	Business Rates June D/D	
30/06/2019	Public Works Loan Board	PWLB D/D	2183.13	Burial Ground Loan Repayment	
03/06/2019	Southeast water	SEWATER	6.00	Allot water supply June D/D	
	TOTAL		39473.29		
	Signed.....				
	Date.....				

08/07/2019

Hassocks Parish Council

Summary Bank Reconciliation Statement as at 08/07/2019

Current Bank A/C 2114

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Balances</u>
Current Bank A/C 2114	28/06/2019	41,302.50
		<u>41,302.50</u>
<u>Unpresented Cheques (Minus)</u>	<u>Amount</u>	
	19,288.46	
		<u>19,288.46</u>
		22,014.04
<u>Receipts not Banked/Cleared (Plus)</u>		
	0.00	
		<u>0.00</u>
		22,014.04
	Balance per Cash Book is :-	22,014.04
	Difference is :-	0.00

08/07/2019

Hassocks Parish Council Current Year

16:16

Receipts and Payments Summary - Cashbook 1

Current Bank A/C 2114

	<u>Receipt Totals</u>	<u>Payment Totals</u>	
Total Year to Date	129,117.38	134,539.39	
Total Receipts / Payments	129,117.38	134,539.39	Closing Trial Balance
Opening Balance	27,436.05		
Closing Balance		22,014.04	<u>22,014.04</u>
	<u>156,553.43</u>	<u>156,553.43</u>	

Date: 08/07/2019

Hassocks Parish Council Current Year

Page 1

Time: 16:21

Bank Reconciliation Statement as at 08/07/2019
for Cashbook 2 - Tracker A/C 3548

User: TRACY

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Tracker A/C 3548	28/06/2019	1	433,362.81
			<u>433,362.81</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			433,362.81
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			433,362.81
		Balance per Cash Book is :-	433,362.81
		Difference is :-	0.00

08/07/2019

Hassocks Parish Council Current Year

16:23

Receipts and Payments Summary - Cashbook 2

Tracker A/C 3548

	<u>Receipt Totals</u>	<u>Payment Totals</u>	
Total Year to Date	170,005.26	110,000.00	
Total Receipts / Payments	170,005.26	110,000.00	Closing Trial Balance
Opening Balance	373,357.55		
Closing Balance		433,362.81	<u>433,362.81</u>
	<u>543,362.81</u>	<u>543,362.81</u>	

08/07/2019

Hassocks Parish Council Current Year

16:24

Receipts and Payments Summary - Cashbook 3

Business Saver 3

	<u>Receipt Totals</u>	<u>Payment Totals</u>	
Total Receipts / Payments	0.00	0.00	Closing Trial Balance
Opening Balance	85.44		
Closing Balance		85.44	85.44
	<u>85.44</u>	<u>85.44</u>	

Hassocks Parish Council 2019/20					
Current Bank A/C 2114					
List of Payments made between 01/07/2019 and 31/07/2019 (incl VAT)					
Date Paid	Payee Name	Reference	Amount Paid £	Transaction Detail	
08/07/2019	Southern Counties Fuels	6071	236.78	Tractor Fuel	
08/07/2019	Bee Clean (Southern) Ltd	6072	282.00	July Pavilion Cleaning	
08/07/2019	Rob Eager- Rooted Gdn Services	6073	238.50	Burial Ground Maintenance	
08/07/2019	Ernest Doe & Sons	6074	143.86	Hose Pipe	
08/07/2019	Close Invoice Finance/TSS	6075	114.66	Pavilion Water testing June	
08/07/2019	Japanese Knotweed Sussex	6076	275.00	Gdn of Rem Knotweed 1	
08/07/2019	Japanese Knotweed Sussex	6076	-275.00	Cancelled Chq- incorrect payee	
08/07/2019	Warnes Windows	6077	55.00	P/O window clean	
08/07/2019	Biffa Waste Services Ltd	6078	241.38	Biffa waste 25.5.19-28.6.19	
08/07/2019	Greenscene Landscapes	6079	198.60	Lamp post baskets maint June	
08/07/2019	Mark Mulberry	6080	126.00	Payroll Fees Apr-June 19	
08/07/2019	Dowsettmayhew Planning	6081	4237.20	NP consultancy June 19	
08/07/2019	Safeplay Playground Services L	6082	90.00	Safety Inspection June 19	
19/07/2019	HMRC/PAYE	6083	2185.92	July Salaries PAYE/NI	
08/07/2019	DC Electrical Solutions	6084	126.00	PAT testing	
22/07/2019	G Jeffcott	6085	240.00	Gate repair & Sign install	
22/07/2019	Nicholas Jones Consultants Ltd	6086	420.00	Turkey Oak Assessment & Report	
22/07/2019	Greenscene Landscapes	6087	913.20	Bench Installation x 3	
22/07/2019	KCS Professional Services	6088	233.00	Photocopier Contract	
31/07/2019	John Bailey (Jap Knotweed Sx)	6090	275.00	Re-issue Chq 6076 Knotweed	
31/07/2019	Warnes Windows	6091	25.00	P/O window clean July	
31/07/2019	Ian Parkin Plumbing	6092	70.00	Office Boiler annual service	
10/07/2019	Bendcrete Leisure Ltd	BACS	78180.00	Skatepark Install 2nd P'ment	
10/07/2019	Sussex Sign Centre	BACS	123.60	Skatepark Sign	
19/07/2019	WSCC Pension Fund	BACS	2368.83	July Pension Contributions	
19/07/2019	Total July Salaries	BACS	6503.59	July Salaries PAYE/NI	
05/07/2019	Barclays Bank	BARCLAYS	38.49	Bank Charges 13.5.19-12.6.19	
24/07/2019	British Gas	BGASD/D	8.02	P/O Gas D/D July	
15/07/2019	British Telecom	BT D/D	97.21	July P/O telephone	
16/07/2019	Castle Water	CASTLE D/D	17.28	Pavilion Water Supply July D/D	
29/07/2019	Castle Water	CASTLE D/D	8.67	P/O Water Supply July D/D	
01/07/2019	edf energy	EDF D/D	356.00	Pavilion electricity July D/D	
01/07/2019	edf energy	EDF D/D	77.00	P/O electicity July D/D	
01/07/2019	Mid Sussex District Council	MSDC D/D	271.00	Rates July 19	
01/07/2019	Southeast water	SEWAT D/D	6.00	Allot water Supply July D/D	
	Total Expenditure		98507.79		
	Signed.....				
	Date.....				

Date: 08/08/2019

Hassocks Parish Council Current Year

Page 1

Time: 08:41

Bank Reconciliation Statement as at 15/08/2019
for Cashbook 1 - Current Bank A/C 2114

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Bank A/C 2114	31/07/2019	3	47,879.19
			<u>47,879.19</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		42.00	
		42.00	
		42.00	
		282.00	
		913.20	
		233.00	
		240.00	
		25.00	
		70.00	
		275.00	
		198.60	
		212.00	
		32.00	
		237.30	
		32.67	
		99.72	
			<u>2,976.49</u>
			44,902.70
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			44,902.70
		Balance per Cash Book is :-	44,902.70
		Difference is :-	0.00

08/08/2019

Hassocks Parish Council Current Year

08:43

Receipts and Payments Summary - Cashbook 1

Current Bank A/C 2114

	<u>Receipt Totals</u>	<u>Payment Totals</u>	
Total Year to Date	251,326.12	233,859.47	
Total Receipts / Payments	251,326.12	233,859.47	Closing Trial Balance
Opening Balance	27,436.05		
Closing Balance		44,902.70	44,902.70
	<u>278,762.17</u>	<u>278,762.17</u>	

Date: 08/08/2019

Hassocks Parish Council Current Year

Page 1

Time: 08:45

Bank Reconciliation Statement as at 08/08/2019
for Cashbook 2 - Tracker A/C 3548

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Tracker A/C 3548	30/07/2019	1	373,932.81
			<u>373,932.81</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			373,932.81
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			373,932.81
		Balance per Cash Book is :-	373,932.81
		Difference is :-	0.00

08/08/2019

Hassocks Parish Council Current Year

08:47

Receipts and Payments Summary - Cashbook 2

Tracker A/C 3548

	<u>Receipt Totals</u>	<u>Payment Totals</u>	
Total Year to Date	215,575.26	215,000.00	
Total Receipts / Payments	215,575.26	215,000.00	Closing Trial Balance
Opening Balance	373,357.55		
Closing Balance		373,932.81	<u>373,932.81</u>
	<u>588,932.81</u>	<u>588,932.81</u>	

08/08/2019

Hassocks Parish Council Current Year

08:48

Receipts and Payments Summary - Cashbook 4

Business Saver 2

	<u>Receipt Totals</u>	<u>Payment Totals</u>	
Total Receipts / Payments	0.00	0.00	Closing Trial Balance
Opening Balance	0.05		
Closing Balance		0.05	0.05
	<u>0.05</u>	<u>0.05</u>	

08/08/2019

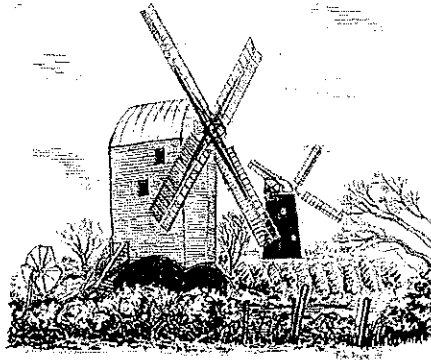
Hassocks Parish Council Current Year

08:48

Receipts and Payments Summary - Cashbook 3

Business Saver 3

	<u>Receipt Totals</u>	<u>Payment Totals</u>	
Total Receipts / Payments	0.00	0.00	Closing Trial Balance
Opening Balance	85.44		
Closing Balance		85.44	85.44
	<u>85.44</u>	<u>85.44</u>	



HASSOCKS PARISH COUNCIL GRANTS PROCEDURE

The council will consider requests for grants and donations from the grants budget annually, normally at the September Council meeting. Notice will be given in Talk About in June that applications need to be in by the end of August.

To be considered, applications will have to be:

On behalf of organisations, and not individuals.

Local, or a local branch of a national organisation serving local needs.

For requests up to £100 a letter giving details of the organisation, and the purpose of the funding will be required.

For requests over £100 the following will be required:

Details of the organisation, membership etc.

An outline of the project the grant is requested for.

A budget showing the makeup of the total cost of the project, other funding sources, the amount being contributed by the applicant, and the contribution requested from the council Timescale of the project.

Who the project will benefit.

If the request is for ongoing funding rather than a single project, details of how the grant will be used in furthering the work of the organisation.

Organisations who receive funding of £500 or more from the council will be asked to report back within a year confirming how the money has been used. Grants are conditional on the funding being used for the stated purpose, and any grant unspent within a year must be returned.

Clerk

1

APPENDIX 4

(1 of 2)

HASSOCKS PARISH COUNCIL GRANT APPLICATION

Page 1

For grant applications of over £100

Name of organisation

Hassocks Guide Hall Association

Contact name and address

E Hollingdale

Contact telephone number

Contact email address

Purpose of the organisation

To provide local girls with a safe, welcoming space where they can try new things, discover their passions and talents, help other people and grow in confidence.

Details of membership

We are part of Girlguiding UK

Details of project for which grant is requested

We are currently hoping to repair our hot water supply but fitting a new hot water heater in the kitchen. At the same time, we are also aiming to replace the existing drainer. The kitchen space is very compact and in order to fit a 'dryer up' in the kitchen, we need to turn the sink around and have a second draining area.

HASSOCKS PARISH COUNCIL GRANT APPLICATIONPage 2

For grant applications of over £100

Budget:

Total cost of the project

£834

Contribution by applicant

£434

Details of any other funding

None available as yet

Amount of grant requested from
the Parish Council

£400

Timescale of the project

1 week

Who the project will benefit

Girls and their leaders in Hassocks as well as
local community who might rent the hall.

If the grant request is for ongoing
funding rather than a single project,
give details of how the grant will be
used in furthering the work of the
organisation.

HASSOCKS PARISH COUNCIL GRANT APPLICATIONPage 1

For grant applications of over £100

Name of organisation

HURSTPIER POINT PLAYERS.

Contact name and address

c/o RICHARD CONEY .

Contact telephone number

Contact email address

Purpose of the organisation

TO PROVIDE FACILITIES FOR.
AMATEUR DRAMA. FILM & NATIONAL
THEATRE SCREENINGS PLUS
CENTRE STAGE YOUTH DRAMA.

Details of membership

SOME 80 ~~LEAD~~ SUBSCRIPTION MEMBERSDetails of project for which
grant is requested

WE HAVE A 200 YEAR OLD BUILDING
WHICH HAS BEEN A THEATRE FOR
OVER 40 YEARS. IT IS NOW IN
NEED OF REFURBISHMENT. WE
INTEND TO FIT NEW SEATS,
CARPET, LIGHTING, INSULATION.
AND PROPER HEATING USING A
HEAT PUMP.

HASSOCKS PARISH COUNCIL GRANT APPLICATION Page 2

For grant applications of over £100

Budget:

Total cost of the project

Contribution by applicant

Details of any other funding

PHASE 2 BUDGET £82,565.

£215,000.

£56,000.

HURST PARISH COUNCIL £1000

PAYERS COMMON COMMUNITY
SHOP £3000.

BURGESS HILL LIONS £5,000

HURST COMMUNITY SHOP £1,000

£1000.

Amount of grant requested
from Parish Council

Timescale of the project

START TIME OCTOBER 2019.

FINISH OF PHASE II DECEMBER 2019.

Who the project will benefit

ALL PARISHIONERS FROM HURSTPIERCE
PAYERS COMMON, HASSOCKS. BURGESS
HILL. ETC

If the grant request is for ongoing
funding rather than a single project,
give details of how the grant will be
used in furthering the work of
the organisation.

HASSOCKS PARISH COUNCIL GRANT APPLICATION
Page 1

For grant applications of over £100

Name of organisation

St Catherine's Hospice

Contact name and address

Jacqui Thomas
St Catherine's Hospice
Malthouse Road
Crawley
RH10 6BH

Contact telephone number

Contact email address

jacquithomas@stch.org.uk

Purpose of the organisation

We're a local charity with a big ambition: to help everyone face death informed, supported and pain free.

We provide expert hospice care through our key services; our 18 bed inpatient unit, day hospices, nursing care in the community, 24 hour telephone advice line, spiritual guidance, welfare advice and bereavement support.

Details of membership

We provide care to adults facing end of life, and their loved ones, in West Sussex and East Surrey.

Details of project for which grant is requested

A grant from Hassocks Parish Council will allow our nurses, doctors, therapists and counsellors to offer expert care and support to people facing end of life, in the comfort and familiar surroundings of their own homes.

Our team will provide symptom control, pain management, support with independence, emotional and spiritual guidance and assistance with welfare support.

As well as caring for terminally ill patients, our team will also support the whole family by offering reassurance, specialist advice and respite from the physical and emotional demands of caring for their loved ones.

With your support, our team will:

- Enable patients to spend their final days as pain free, dignified and comfortable as possible
- Empower patients and loved ones to make decisions about their care and treatment
- Ensure the individual wishes of patients are met.

HASSOCKS PARISH COUNCIL GRANT APPLICATIONPage 2

For grant applications of over £100

Budget:

Total cost of the project

It costs circa £2.5million to provide community care across our catchment area.

Contribution by applicant

As we receive less than a third of our income from the NHS, we rely on the generosity of our supporters and the local community to raise the remaining funds required to run our end of life care services.

Details of any other funding

Fundraising activities include applications to charitable trusts and foundations, plus all parish and town councils in our area. We also generate income through our charity shops, including our shop in Hassocks.

Amount of grant requested from the Parish Council

£300

Timescale of the project

Ongoing.

Caring for people at home is an integral part of our service, with more than 80 % of patients receiving care within the comfort of their own homes.

Who the project will benefit

This service will benefit anybody from Hassocks who wishes to receive end of life care from the hospice in the familiar surroundings of their own home.

This includes offering emotional and spiritual support to family and friends.

If the grant request is for ongoing funding rather than a single project, give details of how the grant will be used in furthering the work of the organisation.

Our mission is to pioneer standards in expert support and care, for anyone facing death and bereavement.

Community nursing care is an integral part of our service, with over 80% of our patients receiving care at home. Our Community Care services are available between 8.00am and 8.00pm, 7 days a week.

Your grant will help ensure that we can continue to make our services available to local people when life comes full circle.

A grant from the Councillors will help us ensure that no one in our community faces death and loss alone.

ST CATHERINE'S HOSPICE

3 APPENDIX F
26 JUL 2019

(3 of 3)

St Catherine's Hospice
Malthouse Road
Crawley
West Sussex
RH10 6BH

Mr Ian Cumberworth
Hassocks Parish Council
Parish Centre
Adastra Park
Keymer Road
Hassocks
BN6 8QH

Tel: 01293 447333
www.stch.org.uk

24th July 2019

Dear Mr Cumberworth,

I am writing to ask the Councillors of Hassocks Parish Council to kindly consider making a grant to St Catherine's Hospice. We are very grateful to the Councillors for their previous support of our care within the local community, helping us to be there when life comes full circle, and we hope this support will continue in 2019.

Each year we care for about 2,000 people across East Surrey and West Sussex, but we know that for every person we currently help, there are two others we can't. A lack of funding means that two in three terminally ill people in our community are being left to deal with pain alone, and their families and carers are being left to care for loved ones without support.

A grant of £300 from the Parish Council will help our Community Nursing Team to provide expert care for people living with a terminal illness, and to offer support to those closest to them, in Hassocks Parish.

Please find enclosed a completed application form, for consideration at your September meeting.

Thank you for taking the time to consider our request. If you would like any further information please do contact me; otherwise I hope to hear from you in due course.

Yours sincerely,

Jacquie Thomas
Trust Fundraiser

01293 [REDACTED]
jacquiethomas@stch.org.uk

HASSOCKS PARISH COUNCIL GRANT APPLICATION
Page 1

For grant applications of over £100

Name of organisation

Hassocks Christmas Day Lunch Committee.

Contact name and address

John Rose, Chairman, Age Concern Hassocks
& District, Dale Ave, Hassocks, BN6 8LW
Last year's organiser has advertised for a
volunteer to run the 2019 lunch. Until someone
steps forward Age Concern Hassocks'
Chairman is taking responsibility for this

Contact telephone number

Contact email address

enquiries@achassocks.co.uk

Purpose of the organisation

To offer a freshly cooked meal on Christmas
Day for those Hassocks residents who would
otherwise be on their own. The lunch is
organised by volunteers and transport is
available to bring the housebound to the meal.

Details of membership

Volunteers are supporters of the Hassocks
Churches.

Details of project for which
grant is requested

The financial help with this event would buy the
raw ingredients for a Christmas meal that would
feed around 35 people (6 helpers and 27 guests
last year). It would also help us to buy some
decorations that would make the event a real
festive occasion and could be used in future
years.
The funds would also provide a small gift for
each attendee to celebrate Christmas giving.

HASSOCKS PARISH COUNCIL GRANT APPLICATION

Page 2

For grant applications of over £100

Budget:

Total cost of the project

£400. (£380 last year)

Contribution by applicant

Regular donation of £100 by a supporter.

Details of any other funding

A small charge is made and last year attendees paid £8 per head.

Amount of grant requested from the Parish Council

£200.00

Timescale of the project

To begin in November while reduced prices are available in supermarkets. The funds would all be spent before Christmas Day.

Who the project will benefit

Those residents of Hassocks who would normally be on their own at Christmas.

If the grant request is for ongoing funding rather than a single project, give details of how the grant will be used in furthering the work of the organisation.

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APPENDIX 4

(1 of 2)

HASSOCKS PARISH COUNCIL GRANT APPLICATION

Page 1

For grant applications of over £100

Name of organisation

Victim Support (Sussex Area)

Contact name and address

Mrs Sue Bartlett
Victim Support
Unit 11 Riverside Business Centre
Brighton Road
SHOREHAM BY SEA
BN43 6RE

Contact telephone number

Contact email address

Purpose of the organisation

Provide emotional and practical support to victims and witnesses of crime, including children. **ANY** resident in your parish affected by crime would be eligible for support if they wanted it. This can be on a long or short term basis depending on their needs

Details of membership

Approximately 160 volunteers across Sussex

Details of project for which grant is requested

Recruit, train and supervise new volunteers to provide the support and facilities required. Even if there are no volunteers living in Westfield there are volunteers allocated to support your area.

HASSOCKS PARISH COUNCIL GRANT APPLICATION

Page 2

For grant applications of over £100

Budget:

Total cost of the project

Approx £700 per recruit for the first year

Contribution by applicant

We are given some funding by the Police Commissioner but have to raise the remainder ourselves

Details of any other funding

Parish Councils in Sussex, a few small trust fund bequests and local fundraising including sponsored events.

Amount of grant requested from the Parish Council

Last year you gave us **£200** but we are very grateful for any amount in order that we can continue to provide the support needed

Timescale of the project

Ongoing throughout the year – usually 4 “core training” courses a year together with other specialised training on a regular basis

Who the project will benefit

Any resident in your area affected by crime. We will support any age, gender, religion and ethnicity.

If the grant request is for ongoing funding rather than a single project, give details of how the grant will be used in furthering the work of the organisation.

Please see previous comments



St Peter & St James Hospice

Hospice care in the heart of Sussex

Mr I Cumberworth
Parish Clerk
Hassocks Parish Council
Adastra Park
Hassocks
West Sussex, BN6 8QH

7 August 2019

Dear Mr Cumberworth

Hassocks Parish Council have supported our hospice for the last two years, with donations totalling £500 towards our outpatient transport to our Wellbeing Centre. We are really grateful for your ongoing support and I would like to ask if the Councillors will consider our request for a grant towards our patient transport again this year. I enclose a completed application form.

Over the last year we supported 84 patients, including 54 new referrals, to participate in activities in our Beacon View Wellbeing Centre, helping to improve their wellbeing. Over 1,265 individual activity sessions were held in our Beacon View, where our therapeutic activities take place. It is open daily for both regular and drop-in patients, and one day a week is specifically dedicated to carers. We have a lovely café here, and this is open to visitors and staff, to encourage socialising and mixing between staff, visitors and patients. We run a wide range of activities in our Beacon View Centre including art therapy, creative writing, music therapy and a range of exercise classes alongside offering physiotherapy, massage and opportunities to speak to our nurses and doctors.

Patients who attended our Beacon View day centre said they are more relaxed and less anxious and both patients and carers have said they feel much less isolated after coming into the Centre. We found as patients relaxed they were more open to conversation about their illness, death and dying, including raising these topics with family members, and discussing their wishes.

Thank you so much for your time and considering our request, and please do contact me if you or any of the Councillors would like to visit our hospice – I'd be delighted to give you a tour.

Yours sincerely

Amanda Hyatt
Trust & Grants Fundraiser
Tel: 01444 [REDACTED]
Email: ahyatt@stpjhospice.org

The infographic below highlights many of the services we offer in our Beacon View Wellbeing Centre.

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St Peter & St James Hospice is administered by The St Peter and St James Charitable Trust, a company limited by guarantee, registered in England and Wales at the above address. Registered charity no: 1056114. Company no: 3204919.

St Peter & St James Shops Ltd is a wholly owned subsidiary of The St Peter and St James Charitable Trust, registered in England at the above address. Company no: 3146736. Registered VAT no: 231 8333 29.

6 APPENDIX 4

(1 of 4)

19 AUG 2019

St Peter & St James Hospice
North Common Road, North Chailey,
Lewes BN8 4ED

Reception 01444 471598
Shops 01444 470817
Fax 01444 471088

www.stpeter-stjames.org.uk

✉ enquiries@stpeter-stjames.org.uk
✉ StPeterStJames f StPeterStJames

HASSOCKS PARISH COUNCIL GRANT APPLICATION 2017

Page 1

For grant applications of over £100

Name of organisation

St Peter & St James Hospice

Contact name and address

Amanda Hyatt
North Common Road
North Chailey
Lewes
East Sussex, BN8 4ED

Contact telephone number

Contact email address

ahyatt@stpjhospice.org

Purpose of the organisation

St Peter & St James Hospice's purpose is to offer expert and compassionate end of life care to people living in Mid-Sussex. We cover a population of c.167,000 people in West and East Sussex, a mixed rural and urban area.

Our aim is to offer choice and support at the end of life, particularly enabling people to be cared for, and die, in the place of their choice, whether this is their home or our hospice. We also offer support and bereavement care to families and carers. We have recently developed a new clinical strategy which will see us expanding our work in the community.

Last year we cared for 690 patients. Our youngest patient was 25 and our oldest patient 95. Over 80% of our patients had a diagnosis of cancer. We provided an average of 11 days supportive care to each patient on our hospice ward and enabled 4 out of 5 of our patients to be cared for, and die, in the place of their choice.

Details of membership

none

HASSOCKS PARISH COUNCIL GRANT APPLICATION 2017

Page 2

Details of project for which grant is requested

Hassocks Parish Council have very kindly made a grant of £250 each year over the last two years towards our Outpatient Transport Service. We would like to ask the Parish Council to please consider making a contribution to this project again.

Our hospice is based in a beautiful but rural area and there is no public transport serving the hospice. Also many people who are very ill cannot drive, perhaps due to side effects from medication or physical symptoms. Hence we have a wonderful team of volunteer drivers who offer a door to door collection service from people's homes to our Wellbeing Centre and back again. Many drivers use their own cars, and we pay them mileage, but we also have a minibus, which is equipped to carry a wheelchair.

Attending the Wellbeing Centre gives people access to a wide range of activities and therapies, including art, music, yoga and aromatherapy, as well as peer support. It also provides a gentle introduction to the hospice, if patients do need to be admitted at some point, as well as providing a break for carers.

For grant applications of over £100

Budget:
Total cost of the project

£8,000 per annum. This equates to 17,777 volunteer miles a year (1,481 a month) at .45p a mile.

Contribution by applicant

We usually receive contributions from local Parish Councils totalling about 20/25% of the cost of patient transport. The hospice will then meet the unfunded element from other donations and fundraising activities.

Details of any other funding

To date in this financial year we have secured £850. I will be applying to Parish Councils within our catchment area throughout the year to request a contribution towards our community transport.

HASSOCKS PARISH COUNCIL GRANT APPLICATION 2017

Page 3

Amount of grant requested from the Parish Council

£250

Timescale of the project

April 2019-March 2020

Who the project will benefit

Local people who have a terminal illness and who are being cared for by our hospice will benefit from the project. In particular, people who are being supported by our community team to live at home.

If the grant request is for ongoing funding rather than a single project, give details of how the grant will be used in furthering the work of the organisation.

This is an ongoing project at the hospice, with an annual budget. It is vital in enabling patients to attend the Wellbeing Centre.

HASSOCKS PARISH COUNCIL GRANT APPLICATIONPage 1

For grant applications of up to £100

Name of organisation

JACK AND JILL PLAYGROUP

Contact name and address

EMMA CLOYDON
THE PAVILIONS
LONDON RD REC. GROUND
BENTON CLOSE
HASSOCKS BN6 9DW

Contact telephone number

Contact email address

manager.jackandjillplay-
group@gmail.com

Purpose of the organisation

Playgroup 2 - 4 1/2 yr Old
Term time only
~~Established~~ established for over
40 yrs
Charity OrganisationDetails of amount requested
and the purpose of the funding£100
To purchase multi-
cultural items
Dressing up etc
to help promote our
British values,
teaching children
mutual respect and
tolerance, individual
liberty, the rule of
law and democracy.
Visual aids are an
interesting way to learn teach.

27 AUG 2019

HASSOCKS PARISH COUNCIL GRANT APPLICATION

Page 1

For grant applications of over £100

Name of organisation

Parkfield Equine Solutions (PES)
Registered charity number 1182747

Contact name and address

Dr Terri Martinus
Parkfield Stables
Bedlam Street
Hurstpierpoint
BN6 9EW

Contact telephone number

Contact email address

info@parkfieldequinesolutions.com

Purpose of the organisation

To help troubled people when conventional talking therapies have failed by using high impact horse-powered interventions for hard to reach participants.

Details of membership

Not applicable as we are not a membership organisation

Details of project for which grant is requested

The funds are requested to offer Top Up sessions to participants who have attended our flagship ReStart course. ReStart helps young people to become calm and focussed by learning to communicate with specially trained horses from the ground. This interaction trains the young person to recognise and manage anxiety or dominance which is causing them to become disengaged, disorganised, shut down or aggressive. ReStart is designed to interrupt participants' usual thinking and emotional responses. Evidence from other centres offering ReStart show the course is highly effective: Feedback from referrers two months after the course show over 78% of participants had improved measured against four outcomes. However, occasionally participants may need some extra support to consolidate their learning and become more confident in using the skills they have learned. This is achieved by offering 4 Top Up sessions.



HASSOCKS PARISH COUNCIL GRANT APPLICATION

Page 2

For grant applications of over £100

Budget:

Total cost of the project

The total cost of offering 25 ReStart courses and 10 Top Up sessions is £25,810 for 12 months (budget attached)

Contribution by applicant

We are actively seeking participants that are self-funding, in the 3 months to August we have bought in £900 from this source

Details of any other funding

National Lottery Awards for All- £10,000
Sussex Police and Crime Commissioner - £2,000
Sussex Police lost property fund - £500
Donations from individuals - £500

Amount of grant requested from the Parish Council

£500. To cover 10 Top Up sessions @ £50 per session

Timescale of the project

The Restart Course will be offered on an ongoing basis for participants where talk based therapies have not worked. Top up sessions will be offered on a "need to" basis for participants who have shown progress but just need a few more hours to help consolidate changes they have made.

Who the project will benefit

The programme is designed to help people of 8 years to adults. PES has chosen in its first year to focus on young people who have a mental health or autistic spectrum disorder diagnosis, anxiety disorder, are living in a difficult situation which is affecting their mental wellbeing or are displaying problem behaviours. We have established relationships with Downlands inclusions unit and have delivered the course to one pupil with another booked for September. We have also contacted the Inclusions Manager at Windmills with potential future placements from there. Although we work directly with the young person the benefits will be felt by their family, members of their school and home communities as their relationships and behaviours improve.

If the grant request is for ongoing funding rather than a single project, give details of how the grant will be used in furthering the work of the organisation.

HASSOCKS PARISH COUNCIL GRANT APPLICATION
Page 1

For grant applications of over £100

Name of organisation

The Woodland, Flora & Fauna Group

Contact name and address

Michael Nailard

Contact telephone number

Contact email address

Purpose of the organisation

We are a countryside & wildlife volunteer conservation group undertaking work to enhance our local natural environment and wildlife survival prospects. We work with landowners and local authorities to maximise every opportunity to safeguard and improve our natural world.

Details of membership

We currently have 258 members.

Details of project for which grant is requested

To maintain and improve where possible the nature reserve at Talbot Field, Hurst Road, Hassocks.

HASSOCKS PARISH COUNCIL GRANT APPLICATION

Page 2

For grant applications of over £100

Budget:

Total cost of the project

Ongoing expenditure.

Contribution by applicant

None as we have to date spent £230.00 on brush cutter fuel & replacement blades to clear the woodland and perimeter invading brush and on chainsaw fuel to remove the spreading white poplar.

Details of any other funding

Amount of grant requested from the Parish Council

£300.00

Timescale of the project

Continuous monitoring with action taken at specific times in accordance with the management plan submitted on 6th March 2019.

Who the project will benefit

The Hassocks Parish and its surrounding natural environment.

If the grant request is for ongoing funding rather than a single project, give details of how the grant will be used in furthering the work of the organisation.

The work effort will be ongoing to maintain this nature reserve to the highest standard possible to provide maximum benefit to nature in conjunction with Hassocks Parish Council objectives.
Our overall mission is to enhance countryside and wildlife survival prospects in our local area. Talbot Field is a valuable addition to our volunteer work effort to achieve this.

We achieve as much as we can with the number of volunteers we are able to recruit and the grant funding and voluntary contributions we are able to obtain to meet our costs.

HASSOCKS PARISH COUNCIL GRANT APPLICATION

Page 1

For grant applications of over £100

Name of organisation

Hassocks Community Runners

Contact name and address

Contact telephone number

Contact email address

Purpose of the organisation

The group's aims are to enable people from our community to get together to run for free, for fun and improve their health, fitness and mental wellbeing. This leads to building a sense of community whilst enjoying the beautiful local countryside.

Details of membership

We have 312 members.

Details of project for which grant is requested

We are asking for funding so that we can expand our capacity to support our community and respond to local initiatives as and when they arise. We would like to do this through

- increasing the number of UK athletic qualified Run Leaders from 4 to 5 volunteers.
- And through the purchasing of equipment (backpacks and head torches) to ensure better safety on our runs and walks)

HASSOCKS PARISH COUNCIL GRANT APPLICATION

Page 2

For grant applications of over £100

Budget:

Total cost of the project

£900

Contribution by applicant

£560

Details of any other funding

No other funding

Amount of grant requested from
the Parish Council

£340

Timescale of the project

This is a one off request to continue to build
the capacity of our organisation.

Who the project will benefit

The funding will support many people in our
community to be happier and healthier and to
feel part of the community. We will continue
to support initiatives in Hassocks through
mobilising our members to support local

If the grant request is for ongoing
funding rather than a single project,
give details of how the grant will be
used in furthering the work of the
organisation.

To support our volunteer led Hassock
Community Runners group lead safe, free
runs for everyone in Hassocks and the
surrounding area. We would like to do this by
increasing the number of qualified run leaders
from 4 to 5 and purchasing some safety
equipment in the form of head torches and
running backpacks. This will mean that we
can adequately respond to requests for
support to lead runs for community events in
Hassocks.