

HORAM PARISH COUNCIL

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JACKIE COTTRELL

Jackie Cottrell – Clerk

Dated: 7th November 2024

**Horam Parish Council Members are summoned to a Meeting to be held on
WEDNESDAY 13TH NOVEMBER 2024 at 7.30pm in the Horam Centre**

Recordings, including filming, audio recording, photography and using social media sites is permitted at Council meetings which are open to the public.

*Please contact the clerk **24 hours** before the meeting if you have any accessibility concerns regarding your attendance. A zoom link can be provided to attend the meeting virtually.*

PUBLIC SESSION – 7.30 p.m. – 7.40 p.m. Ten minutes are available for the public to express a view or ask a question on relevant matters on the following agenda. The public are welcome to stay and observe the rest of the meeting.

A G E N D A

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF INTEREST** – To receive any disclosure by members of personal interests in matters on the Agenda, the nature of the interest and whether the member regards the interest as personal or pecuniary under the terms of the Code of Members Conduct
- 3. MINUTES OF THE COUNCIL MEETING** held on 17th OCTOBER 2024 and the minutes of the EXTRAORDINARY MEETING held on the 11th SEPTEMBER 2024 to be confirmed and signed as a true record (attached)
- 4. REPORT FROM DISTRICT COUNCILLORS GREG COLLINS AND CORNELIE USBORNE**
- 5. REPORT FROM COUNTY COUNCILLOR BOB BOWDLER** (Circulated separately)
- 6. REPORT FROM PCSO**
- 7. CORRESPONDENCE RECEIVED**
ESALC update on employer NI contributions
Heathfield & Waldron Parish Council's comments on the ESCC Streetlight Agreement

Government consultation on enabling remote attendance and proxy voting at council meetings
Letter from Trevor Leggo informing councils he is arranging a meeting with ESCC Highways and Balfour Beatty
ESALC AGM Conference information
East Hoathly with Halland Neighbourhood Plan Decision Statement
Ninefield Neighbourhood Plan Decision Statement
Letter from ESCC Bob Bowdler regarding his attendance at parish meetings
Letter and an email from two separate residents objecting to WD/2023/2595/MRM – Land at Chiddingly Road, Horam
Member of public requested speed bumps on Horebeech Lane

8. **REPORT FROM PARISH COUNCIL CHAIRMAN**

9. **REPORT FROM PARISH CLERK**

10. **REPORT FROM THE ADMINISTRATION ASSISTANT**

11. **PLANNING** - Report from Councillor Graham Knight, Chairman of the Committee. ***Please note that the Minutes of meetings are published independently***

11.1. An update on the A267 Safety Group – speaker attended the planning meeting

12. **FINANCE**

(1) **RECOMMENDED**

- (a) **To note** the next Finance Committee meeting would be held on Wednesday 4th December
- (b) **To note** the grant award recommendations would be presented at the December Full Council meeting
- (c) **To note** a reserve movement template spreadsheet has been produced by the internal auditor
- (d) **To note** the CIL monitoring report for 2023/24
- (e) **To note** the national salary award has been agreed and back dated to the 1.4.2024
- (f) **To Resolve** the legal deed between Wealden District Council and Horam Parish Council for the stair climber. CIL funds will be used for the purchase. There would be an annual cost of £520 per year for two services. This cost has been added to next year's draft budget
- (g) **To Resolve** the Finance Committee recommendation that the council would not be hosting an event for the D-Day anniversary on the 6th June 2025. A wreath will be laid
- (h) To approve the Finance Committee recommendation for an internal auditor for the accounting year 2024/25 - **Resolution required**
- (i) To Re-name EMR 356 proposed play park at Vines Cross £2,882.00 which is no longer a viable project at this time to EMR 356 – Business Plan as recommended by the Finance Committee – **Resolution required**
- (j) To agree that all budgeted Section 137 funds would be used to cover the costs of the Christmas Fun Night - **Resolution required**
- (k) **To note** the bank reconciliations and management reports for the first half of the financial year which had been circulated in October
- (l) **To note** half yearly budgetary observations: Verbal update by the Clerk

(m) To resolve the online payments list as shown below:

Payee Name	Account Debited	Invoice Number	Amount £
Retrospective Approval – Scouts	Current Account	Use of toilets for Skate Jam	250.00
Staff & payroll costs	Current Account	Sep salaries & HMRC	5009.92
Horam Club Rooms	Current Account	Inv 150 – rental for August	500.00
Clerk – Zoom payment	Current Account	Inv 278401975 25.10.24 – 24.11.24	15.59
Horam Village Hall	Current Account	Inv 1067 – Monthly Waste collection service	35.91
ESALC	Current Account	Inv 1876 – Finance training Clerk	48.00
Image Matters Signage	Current Account	Inv 2717 – Christmas banners	216.00
SLCC	Current Account	Inv 251887-1 Annual membership	360.00
Wilhar Publications	Current Account	Inv 7574 Village Diary – Oct issue – Christmas poster	75.00
Wilhar Publications	Current Account	Inv 7572 Village Diary -Oct issue – Additional monthly update page	75.00
Clerk	Current Account	Ordered 25.10.24 Hazard tape 2 black ink cartridges	14.99
Clerk	Current Account	Ordered 1.11.2024 Heavy duty black sacks	7.99
Clerk	Current Account	Ordered 6.11.2024 2 extra large ink cartridges	38.94
Clerk	Current Account	First Aid Kit – Emergency Plan	54.54
Clerk – 20i	Current Account	Inv 7381471 Cloud micro server – monthly payment	11.99
Clerk- 20i	Current Account	Inv 7399654 – storage upgrade	1.80
Wealden Brass	Current Account	Remembrance Day service	75.00
Stanley	Current Account	Inv 21713 Stair climber and training	5982.00

WDALC	Current Account	Annual Membership	35.82
Uniserve	Current Account	Inv 35478 – monthly charges – October 24	74.64
Uniserve	Current Account	Inv 35535 – email transfer to gov.uk	1,010.40
Nest	Current Account	Pension November	344.08
James Todd & Co	Current Account	Inv 75240 Oct payroll	34.80
The Finishing Touch	Current Account	Play park and Skate park maintenance, new latch on gate – Oct	167.25
Malcolm Curtis	Current Account	Inv 50 - cut grass playgrounds	116.00
Malcolm Curtis	Current Account	Inv 48 - cut parish verges	72.50
Europlants –	Community Account	Plant maintenance Oct 24 –	99.84
Malcolm Curtis	Community Account	Inv 49 cut grass memorial garden, Tommy	72.50
Ace Total Tree Work	Community Account	Tree work in the memorial garden	888.00

13. TO APPROVE THE PURCHASE OF A NEW OFFICE COMPUTER – Resolution required
 - 13.1. To agree how the item would be funded
14. TO DISCUSS THE VIABILITY OF A FUTURE AGREEMENT BETWEEN THE PARISH COUNCIL AND VILLAGE HALL REGARDING THE SKATE PARK AND PLAY PARK / 3rd AGE EQUIPMENT. EXISTING AGREEMENT EXPIRES IN 2026 - AS RECOMMENDED BY THE FINANCE COMMITTEE
15. PARISH COUNCIL BUSINESS PLAN UPDATE
 - 16.1. To note available funds
 - 16.2. To Resolve additions and amendments to the business plan
 - 16.3. To prioritise year one objectives
16. TO AGREE TWO COUNCILLORS TO COMPLETE THE STAIR CLIMBER TRAINING – Resolution required
17. TO CONSIDER AND AGREE THE ESCC URBAN GRASS CUTTING SERVICE OPTION FOR 2025 – Resolution required
 - 18.1. To consider investigating with ESCC if HPC could take over the responsibility of the grass verge on the A267 from the Village Hall to the Chiddingly Road junction
18. HORAM CHRISTMAS FUN NIGHT UPDATE
 - 19.1. To note Christmas update report
 - 19.2 To retrospectively resolve the purchase of the Christmas tree lights – Resolution required
 - 19.3. To note the Christmas fun night cost

19. **YOUTH CLUB UPDATE**
20. **TO RESOLVE THE RECOMMENDATIONS FROM THE STAFFING COMMITTEE**
21. **TO DISCUSS ITEMS THAT THE PARISH COUNCIL COULD PUBLICIZE**
22. **INFORMATION FOR/FROM COUNCILLORS (for noting or inclusion on future agendas).**
23. **DATE OF NEXT MEETING**
PLANNING & HIGHWAYS on Monday 25th November 2024 at 6.30pm
FINANCE on Wednesday 4th December 2024 at 9.30am
PLANNING & HIGHWAYS on Wednesday 18th December 2024 at 6.45pm
COUNCIL on Wednesday 18th December 2024 at 7.30pm
24. **EXCLUSION OF PRESS AND PUBLIC BY RESOLUTION**
To consider whether to exclude the Press and public from the meeting during consideration of the following items pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, on the grounds that publicity would be prejudicial to the public interest by reasons of the confidential nature of the business to be transacted
25. **TO CONSIDER A NEW PARISH COUNCIL WEBSITE**
26.1.To consider the style/format and content of a possible new website
26.2.To agree when a new website would be commissioned
26.3.To agree a quotation
26.4.To agree how this would be funded
26. **TO CONSIDER COMMISSIONING A LANDSCAPE SENSITIVITY ASSESSMENT STUDY TO PROTECT THE RURALITY OF THE CUCKOO TRAIL AND CINDER GHYLL – AREA SOUTH OF HORAM – Resolution required**
15.2. To agree a quotation
15.3. To agree how this would be funded

To: **All Members of the Parish Council:** Councillors: A. Billings, Michael Cousins, Jennifer Howells, Graham Knight, Sue Lane, Virginia Roberts, Ann Sadler, Jane Trott, Jonathan Webb, Gary Brockhurst and Andrew Lee

Copy to: Councillors Greg Collins and Cornelia Osborne, District Council Ward Members for Horam and Punnetts Town and Councillor Bob Bowdler, East Sussex County Councillor & Police Community Support