

HORAM PARISH COUNCIL

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JACKIE COTTRELL

Jackie Cottrell – Clerk

Dated: 12th December 2024

Horam Parish Council Members are summoned to a Meeting to be held on WEDNESDAY 18TH DECEMBER 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.

The door to the Horam Centre will be unlocked 15 minutes before the meeting starts.

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 13th NOVEMBER 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**

Letter to WDC Trevor Scott requesting an urgent meeting to discuss WDC's lack of support for the Horam parish

Information from WDC regarding Members allowances and the Chairman's allowance

Invitation to the Safer Partnership Meeting

Wealden Clerks Agenda 10th December 2024

Horam Village Hall Annual Meeting Agenda 20th November 2024

Horam Village Hall Annual Meeting minutes 16th November 2023

Cuckmere Flood Forum Agenda 18th November 2024

Cuckmere Flood Forum minutes 22nd April 2024

Christmas card from Nus Ghani

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. Update on letter sent to Trevor Scott regarding WDC's lack of support for the Horam parish

12. FINANCE

(1) RECOMMENDED

- (a) To note** the second half of the precept of £40,544.50 had been received from WDC
- (b) To note** £11,290 was the total of CIL receipts received from WDC for the 2024/25 financial year
- (c) To note** the VAT Return of £5,764.28 for the period of 1.4.2023-31.3.2024 had been received from HMRC
- (d) To note** the heading of EMR 395 – Neighbourhood Plan had changed to Neighbourhood Plan Updates to accurately reflect what the future funds would be used for
- (e) To note** ESCC have charged the pc £5,400.00 for the 36 detached youth sessions they had staffed for the parish
- (f) To note** Europlant charges for 1st November to 31st October 2025 have increased by £3.96 a month
- (g) To Resolve** the CIL monitoring report for 2023/24 as recommended by the Finance Committee
- (h) 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
- (i) To Resolve**, as recommended by the Finance Committee, EMR 397 – S106 to be divided into two separate ear marked reserves. £9000 to be set aside for the play park resurfacing work – the balance to be used for play park, Skate Park and 3rd Age Equipment maintenance for the remainder of this financial year and for 2025/26
- (j) To RESOLVE** a £2,000.00 virement from General Reserves to EMR 360 Community Projects - **Resolution required**

- (k) To note budgetary observations as at 30th November: Verbal update by the Clerk
 (l) To approve the Finance Committee recommendations - Community grants -
Resolution required

Name of Organisation	Grant amount requested £	Registered Charity	Recommended grant award £
Horam Village Hall & Recreation Ground Charity	20,000.00	Yes	Deferred until the February Finance meeting – further information has been requested
Cuckmere Flood Forum	60.00	No	60.00
Heathfield Choral Society	896.00	Yes	88.00 for hall hire
Horam Fun Day	900.00	Yes	900.00
Air Ambulance	500.00	Yes	500.00
1 st Horam Scout Group	2000.00	Yes	2008.80 – for oven and hob -funds to be provided from CIL – pc would like recognition and the scouts to work with the pc to provide toilets for the Skate Jam
Wealden Works	1200	Yes	1200
Citizens Advice Bureau	650.00	Yes	650 – funds to be provided from CIL
Horam Community Pre-school	240.00	Yes	240.00 – funds to be provided from CIL
Community Garden	500.00	Yes	200 – funds to be provided from CIL
Heathfield & Horam Football Club	Up to £62,865.60	No	Agreed to defer until the February finance meeting if further information is provided – only a small award will be considered
St Wilfreds Hospice	1000.00	Yes	992.36 – funds to be provided from CIL

- (m) To consider and resolve the Finance Committee recommended budget for the 2025/26 financial year - **Resolutions required**
 To Resolve the retrospective changes recommended by the Finance Committee to the budget:
- The grant of £992 to St Wilfred's Hospice is to be taken from CIL and not as a budgetary expense
 - The Chairmans Fund to be increased from £233 to £300
- To Resolve any changes to the HMRC & National Insurance budget line after further information had been received from ESALC
 To Resolve the budget for the 2025/26 financial year
 The increase in the budget had been mainly due to:
- the council needing to budget for general reserves as they are below adequate levels recommended by the internal auditor and ESALC
 - The council decision to commission a landscape sensitivity and bio-diversity report to help protect the Cuckoo Trail and Cinder Ghyll
 - The increase in National insurance employer contributions
 - The increased hire charges to use the Horam Club Rooms as a parish council office and for public meetings
- (n) To consider and resolve the Finance Committee recommended precept requirement for the 2025/26 financial year - **Resolution required**

- The budget will be mainly funded by the precept although the income from the ESCC grass cutting contribution and the interest payments on funds held have been taken into account.
- £4,090 was saved by funding community grants using CIL funds
- The precept had seen a significant increase due to the reasons listed above.
- Without accounting for any changes to the HMRC & National Insurance budget line and based on the provisional tax base figures the precept request would add an additional £31.97 to the taxpayer's council tax bill for the year (£3.20 a month over 10 months).

(2) To Resolve the payments listed below:

Payee Name	Account Debited	Invoice Number	Amount £
Staff & payroll costs	Current Account	Dec salaries & HMRC	4313.94
Horam Club Rooms	Current Account	Inv 151 – rental for November	500.00
Clerk – Zoom payment	Current Account	Inv 282384148 25.11.24 – 24.12.24	15.59
Horam Village Hall	Current Account	Inv 1052 – Monthly Waste collection service dated 6.10.24	35.91
Horam Village Hall	Current Account	Inv 1084 – Monthly waste collection service dated 6.12.24	35.91
Roache Electrical	Current Account	PA, lighting, marque hire and set up	330.00
ESALC	Current Account	Inv 1933 – New councillor training – Trott & Howells	96.00
Clerk	Current Account	Black Ink cartridge	18.68
Clerk	Current Account	Black/tri-colour cartridge	39.27
Clerk	Current Account	Office calendar	3.49
Clerk	Current Account	Zip wire	109.99
Clerk	Current Account	Dividers	12.99
Clerk	Current Account	Pencils for Christmas Fun Night	11.96
Clerk	Current Account	Electrical box – Christmas Fun Night	21.99
Clerk	Current Account	Framing community award certificates	100.00
Clerk	Current Account	Blanket for stair climber	8.45
Administration Assistant	Current Account	Gift for Father Christmas and Elf for	13.75

		services on Horam Christmas Fun Night	
Wealden Brass	Current Account	Horam Christmas Fun Night	100.00
Playdale	Current Account	Play park / Skate park inspection	312.00
Wilhar Publications	Current Account	Inv 7630 Village Diary – Dec issue – Christmas poster & 1 extra pc page	150.00
Cllr Billings	Current Account	Gift for Cllr Lane and David Marlow – thank you for work on the Horam Neighbourhood Plan	64.00
Cllr Billings	Current Account	Gift for Art & Tricha – voluntary work for the community	17.00
Cllr Billings	Current Account	Cable ties for Christmas banners and signage	8.35
The Wealden Group	Current Account	Neighbourhood policies for Planning & Highways committee	98.00
Wealden District Council	Current Account	Dog bin quarterly charge – Oct-Dec 24	390.00
Clerk – 2Oi	Current Account	Inv 7478635 Cloud micro server – monthly payment	11.99
Clerk- 2Oi	Current Account	Inv 7496606 – storage upgrade	1.80
Heathfield Hire	Current Account	Cones and barriers for Christmas tree installation	14.04
Heathfield Hire	Current Account	Cones and barriers for Christmas Fun Night	21.18
Parish Council Website	Current Account	Website deposit (35% of total website cost £749)	314.58
ESCC	Current Account	36 detached youth sessions	5,400.00
Uniserve	Current Account	Inv 35535 – monthly costs	74.64
Nest	Current Account	Pension December	318.53
James Todd & Co	Current Account	Inv 75945 Nov payroll	34.80
The Finishing Touch	Current Account	Play park and Skate park maintenance November	132.00

Malcolm Curtis	Current Account	Inv 60 - cut grass playgrounds	58.00
Malcolm Curtis	Current Account	Inv 58 - cut parish verges	275.50
Europlants –	Community Account	Plant maintenance Nov 24 – 31617	103.80
Europlants	Community Account	Plant maintenance Dec 24 – 31764	103.80
Malcolm Curtis	Community Account	Inv 59 cut grass memorial garden	29.00

13. TO RESOLVE IN PRINCIPLE WHETHER A NEW AGREEMENT WILL BE DRAWN UP BETWEEN THE PARISH COUNCIL AND THE VILLAGE HALL REGARDING THE SKATE PARK / PLAY PARK AND 3rd AGE EQUIPMENT. EXISTING AGREEMENT EXPIRES IN 2026
14. TO APPROVE THE PURCHASE OF A NEW OFFICE COMPUTER – Resolution required
 - 14.1. To agree how the item would be funded
15. TO RESOLVE THE PARISH COUNCIL RESPONSE TO THE GOVERNMENT REMOTE ATTENDANCE CONSULTATION
16. PARISH COUNCIL BUSINESS PLAN UPDATE
 - 16.1. To Resolve the Finance Committee recommended amendments to the business plan
 - 16.2. To note progress on the business plan objectives
 - 16.3. To review how the Business Plan will be promoted to the parish
17. TO REVIEW THE HORAM CHRISTMAS FUN NIGHT
 - 17.1. To note the total cost of the community Christmas Tree
 - 17.2. To note the total cost of hosting the Fun Night
 - 17.3. To note the estimated staff costs for the above
 - 17.4. To note councillor and staff feedback for the event
 - 17.5. To note the recommended budget set aside for Christmas 2025
 - 17.6. To Resolve that the parish council will host a Horam Christmas Fun Night in 2025
18. TO REVIEW THE RECOMMENDATION OF THE FINANCE COMMITTEE ON THE ESCC COMMUNITY MATCH APPRAISAL FOR THE LAY-BY SCHEME IN MAYNARDS GREEN – Resolution required
 - 18.1. To note the information provided by ESCC
 - 18.2. To consider and review the recommendations of the Finance Committee
 - 18.3. To resolve whether to proceed or drop the scheme
19. TO CONSIDER A COURSE OF ACTION REGARDING THE COMMENTS AND ACTIONS OF WDC COUNCILLOR USBORNE – Resolution required
20. THE A267 ROAD SAFETY GROUP
 - 20.1. To note the minute extract from the Planning & Highways Committee meeting regarding the A267 Road Safety Group presentation
 - 20.2. To note the additional report provided by the A267 Road Safety Group
 - 20.3. To resolve to support in principle the A267 Road Safety Group with caveats

20.4. To review and add to the areas of concern highlighted by the Planning & Highways Committee

- 21. YOUTH CLUB UPDATE**
- 22. RETROSPECTIVE APPROVAL OF COMMUNITY AWARD CERTIFICATES FOR CLLR LANE, DAVID MARLOW AND ART & TRICHE**
- 23. UPDATE REGARDING INVESTIGATION INTO HPC TAKING RESPONSIBILITY FOR CUTTING THE GRASS VERGE ON THE A267 FROM THE VILLAGE HALL TO THE CHIDDINGLY ROAD JUNCTION**
- 24. TO DISCUSS ITEMS THAT THE PARISH COUNCIL COULD PUBLICIZE**
- 25. INFORMATION FOR/FROM COUNCILLORS (for noting or inclusion on future agendas).**
- 26. 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
- 27. 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
- 28. TO RESOLVE IN PRINCIPLE THE DONATION OF LAND**

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