

HORAM PARISH COUNCIL

The Horam Centre
3 Bank Buildings
High Street, Horam
TN21 0EH
Tel: 01435 812151

email: clerk@horamparishcouncil.gov.uk

JACKIE COTTRELL

Jackie Cottrell – Clerk

Dated: 5th February 2025

**Horam Parish Council Members are summoned to a Meeting to be held on
WEDNESDAY 12th FEBRUARY 2025 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 stair climber is available for wheelchair users and a zoom link can be provided to attend the meeting virtually (audio access only).*

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 15th JANUARY 2025 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**

Email from resident regarding the condition of the May Garland Inn and concerns regarding the waste water from the car wash operating in the car park
 Email from resident requesting badger crossing signs and extending the 30mph speed limit to the Hedgerows development
 Email from resident suggesting potential items for the upcoming SLR meeting
 Playdale Inspection Report
 3rd Age inspection Report
 SLCC minutes 5.8.2024
 SLCC Agenda 25.1.2025
 ESCC performance and resources update
 WDALC minutes 15.1.2025
 ESCC Highways grass cutting maps 2025/26
 Information from the South & South East in Bloom
 Information on the Volunteer Fair at the Horam Village Hall

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***

12. FINANCE

(1) RECOMMENDED

- (a) To note** the pre-works form for the WDC grant for the stair climber has been submitted
- (b) To note** the grant claim and post-works monitoring form for the stair climber will be submitted imminently
- (c) To note** the next Finance meeting will be held on Monday 24th February at 7.30pm
- (d) To Resolve** changes to the agreed grant award for St Wilfred's Hospice
- (e) To Resolve** a quotation for anti-virus software for the office computer and two laptops – existing package expires 25.3.2025

(2) To Resolve the payments listed below:

Payee Name	Account Debited	Invoice Number	Amount £
Uniserve – retrospective approval	Current Account	Annual domain fee	48.10
Staff & payroll costs	Current Account	Feb salaries & HMRC	3536.38
Horam Club Rooms	Current Account	Inv 153 – rental for January	500.00
Clerk – Zoom payment	Current Account	Inv 290280244 25.1.25 – 24.2.25	15.59
Clerk	Current Account	White paper	21.99
SEE – South East Employers	Current Account	Clerk training – minutes	172.80

Horam Village Hall	Current Account	Monthly Waste collection service dated	35.91
SLCC	Current Account	Inv219520-1 Clerk training appraisal process	36.00
SLCC	Current Account	Inv219555 – 2 Cllr Lane appraisal process	36.00
SLCC	Current Account	Inv206539-1 GDPR training	36.00
TGO Company	Current Account	Annual inspection	540.00
Agrifactors	Current Account	Transport / remove / erect and dismantle Christmas tree	1,140.00
Wilhar Publications Ltd	Current Account	1 additional parish council page Village Diary	75.00
Clerk	Current Account	Ink cartridge	17.27
Clerk – 2Oi	Current Account	Inv 7658013 Cloud micro server – monthly payment	11.99
Clerk- 2Oi	Current Account	Inv 7677311– storage upgrade	1.80
Wealden Citizen Advice	Current Account	Grant award – Resolved FC December 2024 Grant monitoring form received. Paid from CIL	650.00
Community Garden	Current Account	Grant award – Resolved FC December 2024 Grant monitoring form received. Paid from CIL	200.00
Uniserve	Current Account	Inv 36043 – additional website changes	281.40
Uniserve	Current Account	New office computer / 2 monitors and set up	1046.40
Uniserve	Current Account	Monthly charges	74.64
Nest	Current Account	Pension February	259.41
James Todd & Co	Current Account	Inv 77992 Jan payroll	34.80
The Finishing Touch	Current Account	Play park and Skate park maintenance for January	84.50
Eurolants –	Community Account	Plant maintenance Feb 25– 32195	103.80

13. **PARISH COUNCIL MEETING WITH WDC TREVOR SCOTT**
 - 13.1. To note the response letter received from Trevor Scott
 - 13.2. To resolve the recommendation of the Planning & Highways Committee that Cllr Knight, Billings and Lane will be the three council representatives for a meeting with Trevor Scott regarding WDC's lack of support for the Horam parish
14. **TO CONSIDER AND RESOLVE AN OPTION FOR IMPROVING ZOOM ACCESS FOR COUNCIL MEETINGS**
15. **TO RESOLVE AN ADDITIONAL CLLR TO ATTEND FUTURE SLR MEETINGS**
16. **TO RESOLVE AN AMENDMENT TO STANDING ORDER 3 (f) The period of time a member of the public is allowed to speak during the public participation part of the agenda**
17. **TO RESOLVE A SELECT CASHBACK CREDIT CARD FOR PARISH COUNCIL EXPENSES**
 - 17.1. To resolve a credit limit
18. **STAFF ANNUAL LEAVE**
 - 18.1. To agree staff may carry forward up to 3 days annual leave if requested for the 2024/25 council year
19. **PARISH COUNCIL BUSINESS PLAN UPDATE**
 - 19.1. To resolve to add stiles to the Business Plan
 - 19.2. To note progress on the business plan objectives
20. **TO NOTE THE LETTER SENT FROM THE COUNCIL TO WDC COUNCILLOR USBORNE REGARDING HER COMMENTS AND ACTIONS**
21. **APA UPDATE**
 - 21.1. To note the Administration Assistants report
22. **TO DISCUSS ITEMS THAT THE PARISH COUNCIL COULD PUBLICISE**
23. **TO AGREE TO ARRANGE A MEETING WITH HIGHWAYS**
24. **TO RESOLVE A RESPONSE TO THE DRAFT TRANSPORT STRATEGY CONSULTATION**
25. **TO RESOLVE A RESPONSE TO WEALDEN DISTRICT COUNCILS' CLIMATE GREEN PAPER**
26. **INFORMATION FOR/FROM COUNCILLORS (for noting or inclusion on future agendas).**
27. **DATE OF NEXT MEETING**

PLANNING & HIGHWAYS on Monday 27th January 2025 at 6.30pm
PLANNING & HIGHWAYS on Wednesday 12th February 2025 at 6.30pm
FULL COUNCIL on Wednesday 12th February 2025 at 7.30pm
28. **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

29. TO CONSIDER AND RESOLVE A QUOTATION FOR A LANDSCAPE SENSITIVITY STUDY

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