

HORAM PARISH COUNCIL

The Horam Centre
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High Street, Horam
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JACKIE COTTRELL

Jackie Cottrell – Clerk

Dated: 6th March 2025

Horam Parish Council Members are summoned to a Meeting to be held on WEDNESDAY 12th MARCH 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. Each member of the public can speak for a maximum of 3 minutes for an item on the agenda requiring a resolution and a maximum of 2 minutes for any other item on the 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 12th FEBRUARY 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

Parish Council / Village Hall Liaison meeting agenda 4.2.2025
Parish Council / Village Hall Liaison meeting draft minutes 30.5.2024
SLR Agenda 19.2.2025
SLR draft minutes 6.9.2024
WDC council tax rise information
Notes from Eastbourne Area Bus User Group 12.2.2025
Transport Strategy Refresh – response to the Draft Transport Strategy
ESCC notification Rosemead Place (formally Rose Mead Farm) has been adopted as a public highway
Email from a member of the public regarding a resolution on the February Full Council agenda
Letter to the Horam Village Hall regarding the GAP pathway grant
Resignation of Cllr Cousins from the council

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 grant claim and post-works monitoring form for the stair climber has been submitted to WDC
- (b)** To **note** the next Finance meeting will be held on Wednesday 28th May at 9.30am in the Horam Centre
- (c)** To **note** the internal audit will take place on the 8th May in the Horam Centre
- (d)** To **note** the Village Hall grant application has been deferred until the May finance meeting
- (e)** To **note** the parish council credit card application has been submitted to Barclays
- (f)** To **note** the Heathfield & Horam Football Club will not be re-submitting their grant application
- (g)** To **note** the bank reconciliations and management accounts as at 28.2.2025
- (h)** To **Resolve** a councillor volunteer for the inspection of financial records
- (i)** To **Resolve** the Finance Committee recommendation for a virement to move the £1,000 budgeted for legal advice to EMR 325 Legal Advice
- (j)** To **Resolve** the Finance Committee recommendation for a virement to move the £1,875 budgeted for the Election to the EMR 345 Election funds
- (k)** To **Resolve** the Finance Committee recommendation for a virement to move £6,000 from EMR 393 CIL 2020/21 to EMR 356 Business Plan for possible repair work to stiles subject to consultation with ESCC Rights of Way and the landowners.
- (l)** To **Resolve** the Finance Committee recommendation for a virement to move £1,000 from EMR 393 CIL 2020/21 to EMR 356 Business Plan for funds in case of a grant request from the A267 Road Safety Group; by request only

(m) To **Resolve** the Finance Committee recommendation for a virement of £14,000 from EMR 393 CIL 2020/21 to EMR 360 Community Projects which would ensure 5 years of maintenance costs for the Memorial Garden and High Street planters starting from 2026 onwards.

(n) To **Resolve** a quotation for two new bins at the playpark

(2) To **Resolve** the payments listed below:

Payee Name	Account Debited	Invoice Number	Amount £
Tourle Engraving – retrospective approval	Current Account	Memorial plaque – Ken Brown	85.00
Staff & payroll costs	Current Account	March salaries & HMRC	3738.64
Horam Club Rooms	Current Account	Inv 154 – rental for February plus additional meetings over the allocated 30 stated in the lease	625.00
Clerk – Zoom payment	Current Account	Inv 294391576 25.2.2025-24.3.2025	15.59
Image Matters	Current Account	Inv 2767 Banners X 3 Annual Parish Assembly	216.00
Image Matters	Current Account	Inv 2768 New sign for the Memorial Garden	72.00
Admin Assistant	Current Account	Refreshments for the SLR	3.95
Admin Assistant	Current Account	Inv QL206715-1 GDPR – Hilary Pyle	30.00
Horam Village Hall	Current Account	Inv 1129 Monthly Waste collection service dated 1.3.2025	35.91
SLCC	Current Account	Inv QL206734-1 GDPR – Ann Sadler	30.00
SLCC	Current Account	Inv QL206729-1 GDPR – Andrew Billings	30.00
SLCC	Current Account	Inv QL206649-1 GDPR – Sue Lane	30.00
Wealden District Council	Current Account	Dog bin emptying charges 1.1.2025 – 31.3.2025	429.00
Parish Council Websites	Current Account	Inv 3409 – New website	943.20
Wilhar Publications Ltd	Current Account	1 additional parish council and 1 additional page	150.00

		advertising APA - Village Diary	
Clerk	Current Account	2 Ink cartridges	34.54
Clerk – 2Oi	Current Account	Inv 776346 Cloud micro server – monthly payment	11.99
Clerk- 2Oi	Current Account	Inv 7784447– storage upgrade	1.80
Clerk	Current Account	Lever arch labels	6.99
Uniserve	Current Account	Inv 36082 – editing councillor links on the website	22.20
Uniserve	Current Account	Inv 36321 Monthly charges	74.64
Nest	Current Account	Pension March	273.68
James Todd & Co	Current Account	Inv 79106 March payroll	34.80
The Finishing Touch	Current Account	Play park and Skate park maintenance for February plus erection of new memorial sign	120.00
Cllr Cousins	Current Account	Flowers for late Clerks memorial	6.00
Malcolm Curtis	Current Account	Repair work to Maynards Green wooden bus shelter	692.00
Europlants –	Community Account	Plant maintenance March 25– 32306	103.80

13. TO RESOLVE THE UPDATED ASSET REGISTER
14. TO RESOLVE THE AMENDED RISK REGISTER
15. SKATE JAM UPDATE
16. PARISH COUNCIL BUSINESS PLAN UPDATE
 - 16.1. To note the updated Business Plan
 - 16.2. To note progress on the business plan objectives
17. TO DISCUSS ITEMS THAT THE PARISH COUNCIL COULD PUBLICISE
18. TO RESOLVE A RESPONSE TO THE ESCC PUBLIC RIGHTS OF WAY CONSULTATION
19. INFORMATION FOR/FROM COUNCILLORS (for noting or inclusion on future agendas).

20. **DATE OF NEXT MEETING**
ANNUAL PARISH MEETING on Thursday 27th March 2025 at 6.45pm
PLANNING & HIGHWAYS on Monday 31st March 2025 at 6.30pm
PLANNING & HIGHWAYS on Wednesday 9th April 2025 at 6.30pm
FULL COUNCIL on Wednesday 9th April 2025 at 7.30pm
21. **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
22. **TO CONSIDER AND RESOLVE A QUOTATION FOR THE REPAIR WORK TO THE SURFACE OF THE PLAY PARK**
23. **TO CONSIDER AND RESOLVE A QUOTATION FOR A LANDSCAPE SENSITIVITY STUDY**
24. **TO CONSIDER THE POSSIBLE PURCHASE OF LAND IN THE PARISH**

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