

HORAM PARISH COUNCIL

The Horam Centre
3 Bank Buildings
High Street, Horam
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JACKIE COTTRELL

Jackie Cottrell – Clerk

Dated: 3rd SEPTEMBER 2025

**Horam Parish Council Members are summoned to a Meeting to be held on
WEDNESDAY 10th SEPTEMBER 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 20th AUGUST 2025 to be confirmed and signed as a true record (attached)
4. **REPORT FROM DISTRICT COUNCILLOR GREG COLLINS & DIANE GOULD**(Circulated separately)
5. **REPORT FROM COUNTY COUNCILLOR BOB BOWDLER** (Circulated separately)
6. **REPORT FROM PCSO**
7. **CORRESPONDENCE RECEIVED**
 - HPC letter sent to WDC regarding the WDC Coxlow screening application
 - HPC update regarding their WDC CLIF Expression of Interest
 - Correspondence from the Horam Club Rooms Charity
 - SLCC Minutes 26.6.2025, Draft Minutes 30.7.2025 and supplementary documentation regarding policies for larger councils
 - Email from a resident regarding the painting of the George Cross on the village mini roundabout and its associated markings
 - Email from a resident requesting new signage for the village and an opportunity for technology training for parishioners
 - Email from a resident regarding broken glass at the Skatepark on Saturday 30th August
 - Correspondence from Cllr Trott regarding Cllr Knight
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 parish council grant window has opened and will close at noon on Friday 10th October
 - (b) To **Note** the Barclays Bank interest rate will be reduced from 1.2% to 1.1% from 11th November
 - (c) To **Note** the finance training update
 - (d) To **Note** the internal audits are up to date
 - (e) To **Note** the parish council credit card application and new bank account applications are ongoing
 - (f) To **Note** the bank reconciliations and management account reports for August 2025
 - (g) To **Note** budget observations – verbal update
 - (2) To **Resolve** the payments listed below:

Payee Name	Account Debited	Invoice Number	Amount £
Staff & payroll costs	Current Account	September salaries & HMRC	4132.06
Horam Club Rooms	Current Account	Inv 159 – rental for August	500.00
Clerk – Zoom payment	Current Account	Inv 318877462 25.8.2025-24.9.2025	15.59
Parish Online	Current Account	Mapping software annual subscription 17.8.25-17.8.26	172.80
Horam Village Hall	Current Account	Monthly Waste collection service dated 1.9.2025	35.91
Wilhar Publications Ltd	Current Account	Inv 8006 – 1 additional parish page	75.00
Clerk – 2Oi	Current Account	Inv 8374142 Cloud micro server – monthly payment	11.99
Clerk- 2Oi	Current Account	Inv 8393122– storage upgrade	1.80
Clerk	Current Account	Black bin bags for the Skate Park	6.99
Clerk	Current Account	Heavy-duty metal dustpan and brush and heavy-duty wooden broom	24.98
Clerk	Current Account	Black bin bags spare supply for emergency litter picks	6.99
Clerk	Current Account	Spare bin key for the Skate Park	3.95
Uniserve	Current Account	Inv 37727 – monthly charges 9.9.2025- 8.10.2025	83.04
Nest	Current Account	Pension Sept	293.92
James Todd & Co	Current Account	Inv 84286 Aug payroll	36.60
The Finishing Touch	Current Account	July rubbish clearance and last 2 picnic benches	172.25
Malcolm Curtis	Current Account	Inv 21 – cut grass playgrounds	120.00
Malcolm Curtis	Current Account	Inv 19 – to cut parish verges and re-instate finger post	240.00
Europlants –	Community Account	Plant maintenance September 25	103.80

Malcolm Curtis	Community Account	Inv 20 – cut and tidy memorial garden	60.00
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13. TO CONSIDER WHETHER THE COUNCIL REQUIRES A DEI POLICY
14. HORAM PARISH COUNCIL CHRISTMAS FUN NIGHT – FRIDAY 5TH DECEMBER
 - 14.1. To note the Christmas Fun Night update report
 - 14.2. To note the Christmas Costs
 - 14.3. To consider site clearance
 - 14.4. To obtain a team of litter pickers for Saturday 6th December
 - 14.5. To resolve the quotation for the installation and removal of the Christmas lights
 - 14.6. To consider and resolve a quotation for a magician
15. NETTLESWORTH FARM VISIT - FEEDBACK
16. TO CONSIDER SUBMITTING AN APPLICATION TO ESCC IN SUPPORT OF DOUBLE YELLOW LINES AT THE TOP OF SICKLEHATCH LANE
17. MEMORIAL PLAQUES UPDATE
18. YOUTH CLUB UPDATE
19. TO DISCUSS ITEMS THAT THE PARISH COUNCIL COULD PUBLICISE
20. EMERGENCY PLAN UPDATE
21. SKATE JAM UPDATE
 - 22.1. To note the Skate Jam update report
 - 22.2. To agree councillor representatives for the day
22. PARISH COUNCIL BUSINESS PLAN UPDATE
 - 23.1. To review the progress of the Business Plan
 - 23.2. To note the date of the Business Plan review meeting
 - 23.3. To discuss the website overview by Cllrs Johnston and Poole
 - 23.4. To note the progress of the Stop Press addition to the Home Page
23. INFORMATION FOR/FROM COUNCILLORS (for noting or inclusion on future agendas).
24. DATE OF NEXT MEETING

PLANNING & HIGHWAYS on Monday 22nd September 2025 at 6.30pm

PLANNING & HIGHWAYS on Wednesday 8th October 2025 at 6.45pm

FULL COUNCIL on Wednesday 8th October 2025 at 7.30pm
25. 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

- 26. DONATION OF LAND UPDATE
- 27. LANDSCAPE SENSIVITY REPORT UPDATE
- 28. LEGAL ADVICE UPDATE
- 29. COUNCIL CORRESPONDENCE TO BE ADDRESSED

To: All Members of the Parish Council: Councillors: Andy Billings, Jennifer Howells, Graham Knight, Sue Lane, Virginia Roberts, Ann Sadler, Jane Trott, Jonathan Webb, Gary Brockhurst, Dan Johnston and George Poole

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