

HORAM PARISH COUNCIL

The Horam Centre
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High Street, Horam
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JACKIE COTTRELL

Jackie Cottrell – Clerk

Dated: 6th NOVEMBER 2025

**Horam Parish Council Members are summoned to a Meeting to be held on
WEDNESDAY 12th NOVEMBER 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 8th OCTOBER 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**
 - Cuckmere Flood Forum meeting agenda and minutes
 - WDC funding opportunities
 - Grant information for community activities and loneliness workshops
 - Highways presentation
 - MP Nushrat Ghani's response to the parish council letter to Central Government regarding overdevelopment
 - Finance for councillors' presentation
 - PCSO's powers
 - Summary of Rural Crime and Policing Forum
 - Meeting notes from WDC Town and Parish Conference
 - Meeting notes from the parish council meeting with ESCC regarding repair work to stiles
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 **RESOLVE** a new office printer
 - (b) To **RESOLVE** the Europlants purchase order
 - (c) To **RESOLVE** the Playdale inspection package
 - (d) To **RESOLVE** the 3rd Age Inspection maintenance quotation
 - (e) To **Consider** feedback from the parish council finance training
 - (f) To **Note** both staff received a performance related pay rise
 - (g) To **Note** the next Finance Committee Meeting will be held on Friday 28th November – at 12.15pm
 - (h) To **Note** the parish council credit card application and new bank account applications are ongoing
 - (i) To **Note** the bank reconciliations and management account reports for October 2025

(j) To **Note** the budget observations – verbal update

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

Payee Name	Account Debited	Invoice Number	Amount £
Staff & payroll costs	Current Account	November salaries & HMRC	4603.90
Horam Club Rooms	Current Account	Inv 161 – rental for October	500.00
Clerk – Zoom payment	Current Account	Zoom 327143508 25.10.2025- 24.11.2025	15.59
Wealden Brass	Current Account	Remembrance Day service	75.00
Wealden District Association of Local Councils	Current Account	Annual subscription	35.82
Image Matters	Current Account	Inv 2938 3 Christmas banners	225.00
SLCC	Current Account	Clerk training – Transfer of Assets	36.00
Cllr Roberts	Current Account	Gifts for santa bags for the Christmas event	103.50
Admin Assistant	Current Account	Santa bags for Christmas event	19.98
K. Robertson	Current Account	Finance Training – face to face for whole council	250.00
Admin Assistant	Current Account	Post it notes	6.63
Horam Village Hall	Current Account	Monthly Waste collection service dated 1.11.2025	35.91
Wilhar Publications Ltd	Current Account	8051 - 1 additional parish page	75.00
Wilhar Publications	Current Account	8050 – Christmas poster	75.00
Uniserve	Current Account	Inv 38244 monthly charges 9.11.2025-8.12.2025	83.04
Uniserve	Current Account	Inv 38207 – clerk email query	66.60
Nest	Current Account	Pension November	316.13
James Todd & Co	Current Account	Inv 86213 Oct payroll	36.60
1 st Horam Scout Group	Current Account	Toilet provision for the October Skate Jam	250.00
Team Rubicon	Current Account	October Skate Jam	1,104.00

20i	Current Account	Inv 8477380 16.9.2025 Micro server	11.99
20i	Current Account	Inv 8581498 16.10.2025 Micro server	11.99
20i	Current Account	Inv 8497337 22.9.2025 Storage upgrade	1.80
20i	Current Account	Inv 8601943 22.10.2025 Storage upgrade	1.80
Clerk	Current Account	Sticky notes	6.88
Clerk	Current Account	500 sheets of paper	19.19
Clerk	Current Account	10 lever arch files	20.99
Clerk	Current Account	Black ink cartridge	20.77
Clerk	Current Account	Colour & black ink cartridge	44.74
Clerk	Current Account	Solar light for Maynards Green bus shelter	13.99
Clerk	Current Account	ICO Annual subscription	47.00
Clerk	Current Account	AI Meeting note taker annual subscription – renews Sep 26	79.99
Clerk	Current Account	Heavy duty black sacks	7.93
Clerk	Current Account	Sweets for the Christmas treasure hunt	99.78
The Finishing Touch	Current Account	October rubbish clearance	150.00
Malcolm Curtis	Current Account	Inv 44 – cut grass playgrounds	120.00
Malcolm Curtis	Current Account	Inv 19 – to cut parish verges & bus shelter light	230.00
Malcolm Curtis	Community Account	Inv 43 – cut and tidy memorial garden	60.00

13. CAR PARK UPDATE

14. UPDATE ON THE OUTSTANDING INVOICE ISSUED TO THE VILLAGE HALL RELATING TO THE PARISH COUNCIL GRANT AWARD OVERPAYMENT FOR THE GAP PATHWAY

14.1. To consider any further action

15. TO RESOLVE THE LOCATION OF THE WDC NOTICEBOARD FOR THE PARISH

16. **TO CONSIDER ADDITIONAL DOG WASTE BINS ON CHIDDINGLY ROAD AND THE WILLOWS –**
proposed by Cllr Johnston, seconded by Cllr Sadler
17. **PARISH COUNCIL BUSINESS PLAN UPDATE**
 - 17.1. To note any progress on Business Plan Objectives
 - 17.2. To consider removing the bus shelter re-paint from the Business Plan
 - 17.3. To allocate business plan objectives to councillors
 - 17.4. Update on website overview
18. **HORAM PARISH COUNCIL CHRISTMAS FUN NIGHT – FRIDAY 5TH DECEMBER**
 - 18.1. To note the Christmas Fun Night update report
 - 18.2. To note the Christmas Costs
 - 18.3. To resolve the quotation for a first aider
 - 18.4. To agree councillor volunteers for specific tasks
19. **YOUTH CLUB**
 - 19.1. To RESOLVE an option proposed by ESCC for a youth facility
20. **SKATE JAM UPDATE**
 - 20.1. To note the Skate Jam update report
 - 20.2. To consider the feedback from the Skate Jam held on Thursday 30th October
 - 20.3. To resolve to hold two Skate Jam's in 2026
21. **DOUBLE YELLOW LINES AT THE TOP OF SICKLEHATCH LANE UPDATE**
22. **EMERGENCY PLAN UPDATE**
23. **TO DISCUSS ITEMS THAT THE PARISH COUNCIL COULD PUBLICISE**
24. **INFORMATION FOR/FROM COUNCILLORS (for noting or inclusion on future agendas).**
25. **DATE OF NEXT MEETING**

PLANNING & HIGHWAYS on Monday 24th November 2025 at 6.30pm
FINANCE on Friday 28th November 2025 at 12.15pm
PLANNING & HIGHWAYS on Wednesday 10th December 2025 at 6.45pm
FULL COUNCIL on Wednesday 10th December 2025 at 7.30pm
26. **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
27. **LANDSCAPE SENSIVITY REPORT UPDATE**
 - 27.1. To consider any further action
28. **TO RESOLVE THE MEMORIAL PLAQUES CHARGES**
29. **TO CONSIDER A PARISH COUNCIL PROCESS FOR FUTURE INVESTMENT PROJECTS**

30. TO CONSIDER THE LEGAL ADVICE RECEIVED REGARDING AN AGREEMENT BETWEEN THE PARISH COUNCIL AND THE VILLAGE HALL

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