HORAM PARISH COUNCIL

The Horam Centre
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Minutes of the Full Council Meeting held on WEDNESDAY 10th JUNE 2026 at 7.30pm to 9.20pm in the Horam Centre

In Attendance: Councillors Andy Billings, Graham Knight, Ann Sadler, Sue Lane, Virginia Roberts, Daniel Johnston, Jonathan Webb, Jane Trott, Gary Brockhurst and Jenny Howells

Also in Attendance: 1 member of the public
The Clerk

PUBLIC SESSION
A member of the public sought clarification on ITEM 28 – Update On Path Project and questioned why it was listed under the exclusion of press and public and which path it concerned. The Clerk responded to the questions.

897/06/26 APOLOGIES FOR ABSENCE
Cllr George Poole – family commitments

RESOLVED Cllr Poole's apologies.

898/06/26 DECLARATIONS OF INTEREST
None.

899/06/26 MINUTES OF THE COUNCIL MEETING held on 13th MAY 2026 to be confirmed and signed as a true record

RESOLVED the minutes of the council meeting held on the 13th May 2026.

900/06/26 MINUTES OF THE APA 26th MARCH 2026
Noted.

901/06/26 REPORT FROM DISTRICT COUNCILLOR GREG COLLINS & DIANE GOULD
Members noted that a report had not been received and that neither district councillor had been present.

902/06/26 REPORT ON THE WDC CELEBRATION OF THE HORAM STATION HUB AND KIOSK UPDATE

Members noted that Cllr Virginia Roberts attended the celebration as the Vice-Chairman of the parish council. She confirmed approximately 50 people were present. WDC Cllr's Partridge and White were amongst the guests as well as a representative from the company who completed the works and Cadence who ran the new kiosk. Cadence ran 10 cafes in total of which 9 were in Sussex. Previous consultations with the parish council regarding the site were not mentioned in the celebration speech but WDC acknowledged that they had consulted with the Horam Community Group.

The Clerk to contact WDC regarding the parish council's 3 wooden picnic benches which had been removed from the site and replaced with 3 iron tables. The Clerk had not received any information. Members **AGREED** the tables could be relocated to the play park.

903/06/26 REPORT FROM COUNTY COUNCILLOR STEPHEN POTTS

Members noted Cllr Stephen Potts apologies. The Clerk summarised his written report verbally. The Clerk to circulate his report the following day.

904/06/26 REPORT FROM PCSO

The Clerk confirmed that there were now two PCSOs that covered the Horam parish but neither had been able to attend. They had received a report of cars doing donuts in the Village Hall car park. A unit had attended the scene and spoken to some drivers and words of advice were given.

905/06/26 CORRESPONDENCE RECEIVED

Wealden Works Newsletter May 2026

Information on changes to government legislation allowing councillors to attend meetings remotely

Wealden District Council's response to the council's invoice for Clerk time spent submitting the response to the WDC Draft Local Plan Reg 18 Consultation

Email from a member of the public highlighting promised road repairs from Fairview Terrace to south of Kingston Villas Chiddingly Road had not been carried out

Noted.

The Chairman confirmed that the promised road repairs at Chiddingly Road would be tackled at the council's imminent SLR meeting.

906/06/26 REPORT FROM PARISH COUNCIL CHAIRMAN

The Chairman reported that he had been working with the Clerk over several meetings, had completed a site visit at the play park and an asset register check with the Admin Assistant.

907/06/26 REPORT FROM PARISH CLERK

Noted. Members noted the flyers for the minibus had been distributed to the school children but no new enquires had resulted. The Admin Assistant had taken photos of the signage at the play park, skate park and 3rd Age equipment for Members to consider at the July FC meeting. An asset register report was in the process of being prepared. A new replacement plaque had been collected from the new supplier. Instructions were required to remove the damaged new plaque. A map had been completed of the litter bins in the high street.

908/06/26 REPORT FROM THE ADMINISTRATION ASSISTANT
Noted.

909/06/26 REPORT FROM CLLR WEBB – UPDATE ON VILLAGE HALL MEETING DATES
Cllr Webb reported that the Village Hall would not be changing their meeting dates to accommodate the parish council. Members noted that the all the meeting dates clashed with Full Council meetings.

RESOLVED Cllr Webb as the parish council representative for Village Hall meetings. He would attend the meetings but as a result would miss part of the parish council's Full Council meetings due to the clash.

910/06/26 PARISH COUNCIL BUSINESS PLAN UPDATE
14.1. To note the Clerk update on Business Plan Objectives
Noted. The Clerk added that an asset register update report would be available at the next Full Council meeting and a site meeting had been arranged regarding the foot path project.
The council's tree warden had measured 10 trees. He had also reported that the WDC tree officer had confirmed that they were only responsible for street trees for the first five years from the date the planning permission for a development was granted. After that period, they became the responsibility of the parish council. Lastly a den was being built at Long Shaw by youths chopping down trees. He had applied to the land registry for details of ownership and the current boundary of the wood.
The Clerk to request the parish council tree warden contact Cllr Lane directly to begin the documentation process for registering the trees with the Woodland Trust.
The Clerk to clarify where the responsibility for street trees lies and check the conditions of the planning permission for the Rosemead development.
14.2. To note the Project Leaders updates on Business Plan Objectives
Cllr Billings had attended a site meeting with Members from Hellingly Parish Council regarding North Corner. It was noted that the part which fell within the Horam parish was in reasonable condition. The part within the Hellingly parish was in very poor condition. It was **AGREED** after the site meeting that Hellingly Parish Council would push the improvement project forward, but Cllr Billings would continue to liaise with their councillor representative. Hellingly pc were in contact with ESCC Rights of Way. Hellingly pc would provide a job specification for the works and then both councils would discuss how it could be funded.
Cllr Billings had received information from ESCC regarding 20mph signage outside Maynards Green School. He had sourced a picture of the type of signage which only alerted motorists of the 20mph limit at the appropriate times when the children were arriving or leaving the school. It appeared that ESCC had misinterpreted the council's request. The Clerk to liaise with ESCC.
Cllr Trott informed Members that she would continue enquiries regarding a potential car park at Hendles Farm after devolution as some of the land belonged to ESCC and some of the land belonged to WDC. The process would be easier when one unitary authority owned all of the land.
Cllr Brockhurst would be oiling the benches in the Memorial Garden and Laundry Lane. Cllr Sadler to oil the bench at Chiddingly Road. It was noted that another bench needed repair work. The Clerk to investigate what insurances would need to be in place if a local tradesman were to be used. If possible, the Clerk to contact the Mens Sheds, Wealden Works and any other local businesses who may be interested in quoting to oil the other benches in the parish.
Cllr Trott **AGREED** to start researching the heritage of the tunnels.

It was **AGREED** the Clerk would form a Business Plan Working Group and set up a meeting to enable more time to be allocated to the council's objectives in a less formal setting with less time constraints. The Business Plan itself would be reformatted into a more practical document.

14.3. To Resolve a new parish council logo
This item was deferred to the last item of the meeting.
At the end of the meeting it was **AGREED** that Cllr Billings would circulate the final design that the councillor working group had agreed on to all Members for approval.

14.4. To Resolve to add Future CIL Projects to the Business Plan and to allocate a Project Leader and up to two councillors to assist
The Clerk stated that this had been a recommendation from the Finance Committee to ensure that all CIL deadlines were clearly identified and that possible CIL projects were continuously monitored.

RESOLVED CIL Projects to be added to the Business Plan. Cllr Billings would be Project Leader with Cllrs Lane and Knight to assist him.

14.5. Culvert Monitoring update
Members noted that the culvert monitoring was up-to-date and that culverts should be checked after heavy rain.
Cllr Trott clarified that WDC had acknowledged that the tunnel, which was their responsibility, located in Maynards Green needed remedial repair work. There were sleepers going through the tunnel which could block it and cause flooding. There were suggestions that both tunnels should be listed.

911/06/26 PLANNING - Report from Councillor Ann Sadler, Chairman of the Committee
Please note that the Minutes of meetings are published independently
Cllr Sadler reported that the committee had considered one application for a private gypsy and traveller caravan site at Lattenbury Stables.

15.1. To note the WDC update regarding the Full Council resolution for the new street name at Horeham Shaw
Noted. Wealden District Council had refused the parish council's proposed street name of Horeham Shaw and had instead chosen Woodland.

912/06/26 FINANCE

(1) RECOMMENDED

(a) To **Note** and **Consider** the update on the play park repairs
Members noted the update report. Cllrs Knight and Brockhurst had attended a site visit. The rota bounce and multiplay repair were in hand. The Clerk was obtaining a new quote for a single piece of rope from Playdale. An independent playground inspection had not been agreed. The composite decking samples had been obtained for the ariel runway platform repair, but Members noted that this material was unsuitable for the job. The Clerk to obtain more samples of artificial grass with different lengths which would be used to cover the platform as a whole rather than as two separate sections bolted together which was its current form and where the tear had occurred on the join. The Playdale inspector had confirmed to both the Clerk and Cllr Knight on site that other parishes had repaired the item in that way.

It was **AGREED** that Cllr Knight would make the final decision on the length of artificial grass to be used and the repair work would then be arranged.

A member of the public left the meeting at 8.16pm.

(b) To **Consider** the HPC contractor's quote to teak oil the playpark/skatepark benches and tables

RESOLVED the contractors quote to oil all the benches and tables in the playpark / skatepark for approximately £150 plus the cost of the teak oil. CIL would be used to pay for this invoice.

(c) To **Consider** the Finance Committee's recommended course of action to WDC's non-payment of the HPC invoice for clerk time spent submitting the Local Plan Reg 18 consultation response
Members noted the WDC response and their refusal to pay the invoice issued by Horam Parish Council for £425.81. They also noted the Finance Committee's recommendation to write to WDC again in a last attempt to recover some of HPC's associated costs of their Reg 18 Draft Local Plan consultation submission.

RESOLVED that the Clerk would respond by letter to WDC requesting a contribution towards HPC's costs for printing copies of the WDC consultation papers. Paper responses were collected at the council office and hand delivered to WDC on behalf residents for the benefit of WDC. The letter would be sent to WDC Cllr Greg Collins in the first instance seeking his support before being sent to the relevant WDC officer.

(d) To **Consider** CIL project ideas in principle
Members considered Cllr Billings report which had highlighted 3 potential projects for CIL. Members **AGREED** that the Clerk would obtain 3 quotations for the Skate Park enhancement ideas and for new Christmas lights on the high street.
Members noted that the footway running alongside the A267 from Chiddingly Road to Four Seasons dipped and puddled in the winter. There were no alternative walkways for pedestrians, and the council received many resident complaints about it. Members **AGREED** that this idea would be discussed at the impending SLR meeting to confirm if this could be added to ESCC's project list for summer 2026. If not, did they have any funding available for the project. The Chairman reiterated that the footway sidings needed re-doing.
The Clerk to contact the Village Hall to urge them to cut back the new growth from their hedge by hand which is adjacent to the footpath.

(e) To **Note** the new Finance Chairman is Cllr Billings
Noted.

(f) To **Note** the date for the next Finance meeting – Wednesday 19th August at 9.30am
Noted.

(g) To **Note** the council credit card application is ongoing
Noted.

(h) To **Note** the council bank mandate changes are ongoing

Noted.

(i) To **Note** the parish council insurance update
Noted. The council's fidelity cover had been increased to protect total funds held.

(j) To **Note** the bank reconciliations and management account reports for April and May will be circulated ahead of the July Full Council meeting
Noted.

(k) To **Receive** and **Note** the internal audit report for the financial year 2025/26
Noted. The Clerk confirmed that the Finance Committee had considered the internal audit report in great detail. The recommended adjustments had been made by the internal auditor, and an updated copy had been received.

(l) To **Note** the Internal Auditors recommendations
Noted. The Clerk confirmed that the Finance Committee had instructed the Clerk to implement all the internal auditors recommendations.

(m) To note the dates for the Exercise of Public Rights
Noted.

(n) To **Resolve** Section 1 of the AGAR – The Annual Governance Statement 2025/2026 – recommended for approval by the Finance Committee
The Clerk confirmed that the Finance Committee had considered the statement in detail and **AGREED** the council were compliant with all the relevant assertions stated on Section 1. The Internal auditor had not flagged any concerns. The Clerk had also recommended that the council resolve Section 1.

913/06/26 **RESOLVED** Section 1 of the AGAR – The Annual Governance Statement 2025/2026

(o) To consider, approve, sign and **Resolve** the Annual Accounts for 2025/26 recommended for approval by the Finance Committee
Members noted that adjustments had been made to some of the headings on the management account reports as instructed by the Finance Committee. There had been no changes to the figures themselves. There were no further questions.

914/06/26 **RESOLVED** the Annual Accounts for 2025/26

(p) To note the significant variances for Section 2 – Accounting Statements 2025/26 – Noted by the Finance Committee
Members noted the previously circulated explanations for the significant variances. There were no further questions.

(q) To **Resolve** Section 2 of the AGAR – The accounting statements for 2025/2026 recommended for approval by the Finance Committee
Members noted the previously circulated document. There were no further questions.

915/06/26 **RESOLVED** Section 2 of the AGAR – The accounting statements for 20256/26

Signed Chairman

To Resolve the payments listed below

Payee Name	Account Debited	Invoice Number	Amount £
Gallagher	Current Account	Resolved at May 2026 Full Council for £2,413.36 – awaiting updated policy	For noting Policy updated Paid £2,413.37 on the 29.5.2026
Staff & payroll costs	Current Account	May salaries & HMRC	3862.24
Horam Club Rooms	Current Account	Inv 168 – rental for May 2026	708.00
Scouts	Current Account	Grant for toilets at the Skate Jam – Inv dated 29.5.2026	250.00
S&P Printing	Current Account	100 A5 Leaflets advertising the minibus to be handed out at the bus stops	30.00
S&P Printing	Current Account	3 Minibus banners	162.00
Horam Village Hall	Current Account	Monthly Waste collection service dated 1.6.2026	35.91
Uniserve	Current Account	Inv 39912 – clerk home printer issues	23.40
Uniserve	Current Account	Inv 40055 monthly charges 9.6.2026-8.7.2026	83.04
Wealden Minibuses	Current Account	Inv 100334 Transport service to the Heathfield Youth Club for 5 weeks	800.00
Horam Fun Day	Current Account	Community Grant Resolved at Dec 2025 Full Council Grant Monitoring Form received	950.00
Cuckmere Flood Forum	Current Account	Community Grant Resolved at Dec 2025 Full Council Grant Monitoring Form received	60.00
Nest	Current Account	Pension April	261.88
James Todd & Co	Current Account	Inv 93668 May payroll	36.60
2Oi	Current Account	Inv 9329354 16.5.2026 Micro server	11.99
2Oi	Current Account	Inv 9351050 22.5.2026	1.80

		Storage upgrade	
Clerk – Zoom payment	Current Account	Zoom 355509893 25.5.2026-24.06.2026	15.59
Clerk	Current Account	Fan for the office and meetings	98.99
The Finishing Touch	Current Account	May rubbish clearance	155.95
Malcolm Curtis	Current Account	Inv 6 – To cut grass verges	123.00
Malcolm Curtis	Current Account	Inv 8 - To cut grass playgrounds	124.00
Europlants	Current Account	June plant maintenance Inv 35048	96.00
Malcolm Curtis	Current Account	Inv 7 – Cut grass and tidy Memorial Garden	62.00

RESOLVED the payment list.

916/06/26 YOUTH CLUB TRANSPORT SERVICE

17.1. To Note the update report

Noted.

17.2. To consider and resolve an update to the plan of action

Members **AGREED** that the service was not cost effective. Despite heavy advertising passenger numbers remained low. Members noted that with the warmer weather young people were more likely to be socialising in the public spaces within the parish. The Clerk to contact Wealden Minibuses and confirm that the service would end on the 10th July unless passenger numbers suddenly picked up.

The Clerk to re-advertise the service at the beginning of September. Part of the advertising would include a Facebook Poll. Members **AGREED** that the council would need to establish a firm interest for the service before re-booking the minibus.

917/06/26 TO RESOLVE A COUNCILLOR REPRESENTATIVE FOR THE CUCKMERE AND PEVENSEY LEVELS CATCHMENT PARTNERSHIP

RESOLVED Cllr Trott for the Cllr Representative for the Cuckmere and Pevensey Levels Catchment Partnership.

918/06/26 TO RESOLVE THE FOURTH MEMBER OF THE STAFFING COMMITTEE

RESOLVED Cllr Lane as the fourth member of the Staffing Committee.

919/06/26 SKATE JAM

20.1. To note the feedback from the Skate Jam held on 28th May

Members noted the feedback report. It had been a successful event and well attended. There had been 3 representatives from Rubicon for the duration of the event. There had been reports from some parents that they had attended by chance and had not seen any of the advertising. The Clerk to ensure that one of the council's banners should be moved on the day to inside the Skate Park to ensure that all attendees were aware of who had organised the event.

The Clerk to contact the landowner of the verge outside the village hall nearer the time of the next Skate Jam to request permission to erect wooden signage. It was **AGREED** to obtain quotations for wooden signage to go on the playpark fencing clarifying HPC were responsible for funding the Skate Jams. The Clerk to investigate if the Scouts or Guides would like to sell refreshments or provide a tombola stall etc as a fundraising exercise.

20.2. To resolve a second Skate Jam for 2026 – date and month to be agreed

RESOLVED to host another Skate Jam in the October half-term holiday. Date to be confirmed.

20.3. To resolve, if required, a £250 grant award to the Scouts for use of their toilets for the 2nd Skate Jam

RESOLVED a grant of £250 to the Scouts for the use of their toilets at the next Skate Jam.

20.4. To consider and resolve how the Skate Jam would be funded
The parish council had resolved the funding for two Skate Jams as part of their budget setting process. However, the Clerk confirmed that the council could put a case forward for CIL funds to be used as per correspondence received from WDC. Members noted that the Skate Park was installed as a result of a 106-agreement tied to development in the village.

RESOLVED to use CIL to fund the Skate Jams. Members noted that if WDC refused the use of CIL the annual budgeted funds which had been set aside would be used instead.

920/06/26 PARISH COUNCIL STAND AT THE HORAM FUN DAY UPDATE
Members **AGREED** that the new gazebo would be used. Several Members would need to be on site on the morning to erect it, but a trial run would not be required. A hammer would be needed. Members noted weights or guide ropes may be needed on the day. 4 councillors would be needed for the whole 5-hour time slot, but they would take breaks throughout the day. A minimum of 2 councillors at any one time should remain on the stand. It was **AGREED** that the following items would be publicized: The Neighbourhood Plan and the achievements of it so far, Emergency Plan, Stiles, the new Skate Jam date and potential passengers for the youth club transport service starting in October. The Clerk to invite Speed Watch to the councils stand and collect names of potential volunteers.

921/06/26 TO RESOLVE THE DATE AND TIMES FOR THE HORAM CHRISTMAS FUN NIGHT 2026
Members discussed the day and date options. The Clerk to investigate a potential road closure in the high street. The Clerk to contact Cadence to establish if they would like to be involved and research whether there could be stalls or entertainment located at the Horam Station. Members noted that the lighting to the station may need to be improved.

RESOLVED Friday 11th December for the Christmas Fun Night.

922/06/26 THE MINISTRY OF HOUSING, COMMUNITIES & LOCAL GOVERNMENT CONSULTATION ON THE MODIFICATION TO THE TWO UNITARY PROPOSAL RECEIVED FROM EAST SUSSEX COUNTY COUNCIL, EASTBOURNE BOROUGH COUNCIL, HASTINGS BOROUGH COUNCIL, LEWIS DISTRICT COUNCIL AND ROTHER DISTRICT COUNCIL
23.1. To Note the Planning Committees response to the ESALC Consultation on the modification to the two unitary proposal – consultation closing date 31st May
Noted.

23.2. To resolve any additional comments to the previously resolved responses to the ESALC Consultation (The questions for both consultations were the same) – consultation closing date 15th June
Members **AGREED** that the Clerk would add to the parish council's comments submitted in the ESALC consultation when responding to the government consultation.

RESOLVED the following comments: The proposal would result in East Saltdean, Peacehaven, Falmer Village and Telscombe moving into Brighton which would be an income for Brighton but a loss of an asset for East Sussex. Those areas provided a lot of space for potential expansion with no areas of deprivation. Members noted that East Sussex were already struggling financially. Brighton had no experience with rural areas as it was a city.

923/06/26 TO RESOLVE THE UPDATED RISK REGISTER
Members noted and **AGREED** the suggested changes.

RESOLVED the updated Risk Register.

924/06/26 TO DISCUSS ITEMS THAT THE PARISH COUNCIL COULD PUBLICISE
A second Skate Jam in October, the success of the recent Skate Jam, the parish council stand at the Fun Day with details of what would be presented to members of the public, save the date for Christmas and invite entertainers.

925/06/26 DATE OF NEXT MEETING
Monday 22nd June Planning & Highways at 7.30pm
Wednesday 8th July Planning & Highways at 6.45pm
Wednesday 8th July Full Council at 7.30pm

926/06/26 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

There were no members of the public present.

927/06/26 UPDATE ON PATH PROJECT
Members noted that a meeting had been arranged with WDC on the 21st July.

928/06/26 UPDATE REGARDING THE GRANT PAYMENT TO THE VILLAGE HALL & RECREATION GROUND CHARITY FOR THE GAP PATHWAY
29.1. To update and review the current PC position
Members noted that an update from WDC had not been received.

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 Stephen Potts, East Sussex County Councillor & Police Community Support