

HORAM PARISH COUNCIL

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JACKIE COTTRELL

Jackie Cottrell – Clerk

Minutes of the Full Council Meeting held on WEDNESDAY 12th AUGUST 2026 at 7.30pm to 9.04pm 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, George Poole (arrived at 7.34pm) and Jenny Howells

Also in Attendance: 2 members of the public (one on zoom)
The Clerk

PUBLIC SESSION

The Wealden Engagement Coordinator for Applause Rural Touring spoke in support of ITEM 16 – To consider additional entertainment for the Skate Jam. She stated that Applause specialised in live arts for small rural venues, bringing the community together. The group booked for the Fun Day had been very popular with the children. The performers booked received the commercial fee, but the parish council would pay a heavily subsidised fee. The recommended group Zig Zag would appeal to the 8-16 age group. There would be 3 separate performances during the Skate Jam event, the times would be listed on an advertising board. Members asked several questions to gain additional information.

It was **AGREED** the Clerk would liaise with Applause regarding the council's Christmas Fun Night and a potential booking.

The Wealden Engagement Coordinator left the meeting at 7.44pm.

959/08/26 APOLOGIES FOR ABSENCE
None.

960/08/26 DECLARATIONS OF INTEREST

Cllrs Johnston & Sadler – Personal Interest – Item 7 Correspondence Received – Request for a lower speed limit and traffic calming measures for Chiddingly Road
Cllrs Poole, Brockhurst & Roberts – Personal Interest – Item 22 – The Horam Club Rooms draft licence update

961/08/26 MINUTES OF THE COUNCIL MEETING

RESOLVED the minutes of the meeting held on 8th July.

962/08/26 REPORT FROM DISTRICT COUNCILLOR GREG COLLINS & DIANE GOULD

Both councillors had given their apologies. A report had not been received.

963/08/26 REPORT FROM COUNTY COUNCILLOR STEPHEN POTTS

ESCC Cllr Stephen Potts was not in attendance. A report had not been received.

964/08/26 REPORT FROM PCSO

Members noted that a report had not been received. Cllr Lane had obtained the latest police crime report for Horam which had been circulated. Concern was raised regarding the statistics for crimes of a more serious nature.

965/08/26 CORRESPONDENCE RECEIVED

WDC responses to the HPC's Design Guide questions
South East Water update on local water supply shortages
Wealden District Association of Local Council minutes of the meeting on 1.7.2026
Email from a member of the public regarding the potholes on the approach to the Village Hall
Email request from a member of the public for speed limit and traffic calming in Chiddingly Road from the A267

Members noted that several councillors were in agreement with the member of public who had highlighted the number of speeding vehicles on Chiddingly Road. The country road was heavily used and would only continue to get busier once the approved developments had been built out. Members **AGREED** that the Clerk would contact WDC and the developers to request that they pay for a speed survey. One councillor expressed disappointment that no physical evidence had been collected. Cllr Sadler would ask an associate to complete a traffic count. Members noted their grave disappointment at the contents and tone of the email from the Chairman of the Village Hall Trustees which they found to be unacceptable.

RESOLVED the Clerk would write a letter from the council to the Chairman of the Village Hall Trustees clarifying **again** that the road leading to the village hall was privately maintained and not the responsibility of the parish council whilst also addressing the tone of his correspondence. The draft would be approved by the four chairmen of the council.

Cllr Trott abstained from voting.

It was **AGREED** the Clerk would write a letter of thanks to the owner of the road thanking him for the repair works which were completed ahead of the Fun Day.

966/08/26 REPORT FROM PARISH COUNCIL CHAIRMAN

The Chairman reported a quieter month as both members of staff had been on annual leave. However, he had attended the Focus Group meeting, 2 planning meetings, helped at the Horam Fun Day, attended a site visit with the new Highways steward and a site visit to the play park.

967/08/26 REPORT FROM PARISH CLERK

Noted.

The Clerk added that the Investment Policy and grant forms had been uploaded to the website, pension training for the new scheme had been arranged for both staff, the picnic bench which had been moved by youths to underneath the Skate Hut had been returned to its original position and a request had been made for the council to invest in a bleed vest. It was **AGREED** that Cllr Poole would investigate the options and associated costs of a bleed vest/kit. The Clerk reported that the parish council contractor would be unable to do maintenance checks and litter clearance from the end of November until the end of January. It was **AGREED** the Clerk would contact Wealden Works to gauge their interest in providing a student to cover that period.

968/08/26 REPORT FROM THE ADMINISTRATION ASSISTANT

Noted.

969/08/26 PARISH COUNCIL BUSINESS PLAN UPDATE

11.1. To note the Business Plan Working Group meeting date Friday 14th August at 2pm
Noted.

11.2. To note the Clerk update on Business Plan Objectives

The Clerk summarised her update to Members. The football club would be confirming shortly if they would consider their building for a youth club venue once their building works had been completed. The Emergency Plan was being printed. The council's contractor would be completing another bench refurbishment; the council would then discuss the viability of an outside company to clean road signs/cut back foliage and possible bench maintenance.

Members noted the poor condition of the Horam Hub platforms currently the responsibility of WDC. It was **AGREED** the Clerk would contact WDC with photographs and request that action is taken. WDC had informed HPC that they had been responsible for removing the missing picnic tables at the Horam Hub as WDC had found them to be damaged. However, HPC's asset register had stated that they were in good condition. It was **AGREED** the Clerk would contact WDC Cllrs Gould and Collins and request their support.

Members **AGREED** that small plaques would be added to any new assets which HPC purchased to ensure this did not happen again. This would also promote the council's work.

11.3. To note the Project Leaders updates on Business Plan Objectives

Members **AGREED** that Project Leaders would update the council at the impending Business Plan meeting.

11.4. To consider the CIL project ideas update**New Christmas lights**

Members discussed in detail the idea in principle of new Christmas lights for the high street. Members **AGREED** after considering the WDC advice that CIL could be used for all the costs associated with providing new Christmas lights. The importance that the village had a community feel was noted especially with all the impending housing developments. Also, the annual Christmas Fun Night was run by HPC. However, there were mixed views.

It was **AGREED** That the Clerk would attempt to arrange a Christmas window competition for all the shops in the high street.

RESOLVED the Clerk to obtain 2 more quotations for new Christmas lights for the run of shops on the long side of the high street. Each company would need to clarify if they offered a guarantee, if there was an option for the lights to be kept in position all year round, what affect this would have on any guarantee offered and the likely lifespan of the lights. Permission would need to be obtained from the Horam Club Rooms Charity to add an outside socket with an internal switch.

Skate Park Enhancements

Two companies had expressed an interest in quoting for the work; one had refused and three more companies had yet to respond.

The Clerk to contact WDC regarding the company they had used for their skate park at the new sports centre.

Repair/improve footway between Chiddingly Road and Four Seasons where it is puddled/flooded in wet weather

Cllr Knight had attended a site visit with the new Highways steward. The steward had agreed that the repair work needed to be completed but it was currently listed on their observation list. Members **AGREED** that this item would be added to the agenda for the impending meeting with ESCC Cllr Potts.

11.5. Bus shelter opposite Cherry Tree Court update

Members noted that the Admin Assistant was in the process of contacting the Chapel.

11.6. To note the asset repairs update report and consider further actions

The council contractor had cleared the weeds and oiled one parish council bench. He would be completing another bench outside Cherry Tree Court. Cllr Brockhurst had oiled the two oak benches in the village. After the second bench had been completed it was **AGREED** that the council would then consider the cost of the bench maintenance and if this was a viable project. The Admin Assistant was liaising with the council's new plaque supplier regarding the staining on the second new plaque which had been erected.

11.7. Culvert Monitoring update

Members noted that the culvert monitoring table was up to date.

970/09/26 PLANNING - Report from Councillor Ann Sadler, Chairman of the Committee

Please note that the Minutes of meetings are published independently

12.1. To consider the letter of complaint sent to WDC regarding the Planning Majors Committee Meeting held on the 23rd July 2026 – Two Oaks application

Members noted the complaint letter. A response from WDC had not yet been received.

12.2. Focus Group update

Members noted the meeting had been a success and well attended. The next meeting would be arranged for October 2026.

971/08/26 FINANCE

(1)

RECOMMENDED

(a) To **Note** and **Consider** the update on the ariel runway repair

Members noted that Cllr Brockhurst would complete the repair work in October.

- (b) To **Consider** a quotation to clean the bus shelter in the high street on a bi-monthly basis

RESOLVED the bus shelter would be cleaned on a bi-monthly basis at a cost of £15.

- (c) To **Consider** the removal of a dead tree in the Skate park
It was **AGREED** that the council would monitor the tree, but no action would be taken at the present time.

- (d) To **Consider** the update to WDC's non-payment of the HPC invoice for clerk time spent submitting the Local Plan Reg 18 consultation response
Members noted that WDC had refused to pay the council any compensation after two separate attempts were made by HPC. The Clerk to make a statement in the Village Diary.

RESOLVED to write off the outstanding invoice in the accounts.

- (e) To **Note** the parish council contractor has increased his hourly rate as of 1.8.2026
Noted.
- (f) To **Note** the council credit card application is ongoing
Members noted that the Clerk had begun an application with Unity Bank for a corporate card. The credit limit would be considered by the council at the September Full Council meeting.
- (g) To **Note** the council bank mandate changes are ongoing
Noted.
- (h) To **Note** the bank reconciliations and management account reports for July and budget observations
- The council was 4 months into the financial year
 - Staff salaries and HMRC payments were on target to be within budget unless staff hours drastically increased
 - The new pension scheme onboarding meeting had been arranged for September. The new contribution amounts would then be clarified
 - The Clerk had booked 3 training courses
 - Members were encouraged to use the available councillor training budget
 - The Admin Assistant would continue to chase the council's grant recipients
 - There were no areas of concern

To Resolve the payments listed below:

Payee Name	Account Debited	Invoice Number	Amount £
Staff & payroll costs	Current Account	July salaries & HMRC	3936.03
Horam Club Rooms	Current Account	Inv 170 – rental for July 2026	708.00
Roche Electrical	Current Account	Annual PAT testing	80.50
Admin Assistant	Current Account	Artificial grass	49.89

Signed

Chairman

Admin Assistant	Current Account	2 keys for waste bin at the playpark	6.90
Stanley	Current Account	Inv 24274 Stair climber service	312.00
Horam Village Hall	Current Account	Monthly Waste collection service dated 1.8.2026 - 1362	35.91
Uniserve	Current Account	Inv 40407 – Technical assistance to Cllr Roberts re emails	23.40
Uniserve	Current Account	Inv 40591 monthly charges 9.8.2026-8.9.2026	85.54
Wealden Minibuses	Current Account	Transport service to the Heathfield Youth Club for 2 weeks– Inv 100375	320.00
Nest	Current Account	Pension July	275.88
James Todd & Co	Current Account	Inv 95830 July payroll	48.79
Clerk	Current Account	Sweets for Horam Fun Day public competition	29.73
Clerk	Current Account	2OI Inv 9548942 16.7.2026 Micro server	11.99
Clerk	Current Account	2OI Inv 9570112 22.7.2026 Storage upgrade	1.80
Clerk	Current Account	Zoom 363410339 25.7.2026-24.8.2026	15.59
Clerk	Current Account	Heavy duty black sacks	6.99
Clerk	Current Account	Heavy duty tent pegs	12.99
Clerk	Current Account	Guyline ropes	4.99
Clerk	Current Account	Small desk fan	12.99
The Finishing Touch	Current Account	March rubbish clearance	169.00
Malcolm Curtis	Current Account	Inv 21 – To cut grass verges	217.00
Europlants	Current Account	May plant maintenance Inv 35385	96.00
Malcolm Curtis	Current Account	Inv 22 – Cut grass and tidy Memorial Garden	31.00

RESOLVED the payments. The Clerk to investigate if the Stair climber needs a service twice a year when it is not being used.

972/08/26 TO CONSIDER THE PURCHASE OF TWO NEW BINS FOR THE PLAYPARK

Members considered the previously circulated report. It was noted that both existing bins did not have lids. Foxes regularly emptied both bins which the contractor had to spend time clearing up. The largest bin was also used by the public for dumping oversize items. Cllr Brockhurst could install the bins on behalf of the council. The council would consider relocating the wooden bin without a lid to one of the bus shelters in the village when the new bins were in situ.

RESOLVED to purchase two new bins. The Clerk to provide Members with the make and model of the existing bin with a lid which would be considered at the September Full Council meeting.

973/08/26 HORAM CHRISTMAS FUN NIGHT FRIDAY 11TH DECEMBER**15.1. To Note the update report and consider any further actions**

Noted. Cllr Knight agreed to pick up the road signage required for the event. An additional volunteer to help Cllr Knight would be required for the day. Cadence had confirmed that they would be willing to purchase their own lighting and they would like to be included in the festivities. The Clerk to investigate if Applause could offer additional entertainment for the night.

974/08/26 SKATE JAM THURSDAY 29th OCTOBER UPDATE –**16.1. To note the Skate Jam update report**

Noted. The Clerk to contact Mr Leech to ask permission to erect a banner on the grass verge outside the village hall using wooden stakes. It was **AGREED** that one of the existing banners would be used.

16.2. To consider additional entertainment

RESOLVED to book Applause for the Skate Jam at a cost of £100.00. The Clerk to arrange a site meeting to confirm the best location for the performers.

975/08/26 PARISH COUNCIL STAND AT THE HORAM FUN DAY REVIEW

Members noted that on the day the council's display boards were leaned against the table at floor level and councillors stood behind the table to not block the view. This had worked very well. It was **AGREED** that Speedwatch would need their own separate table if they wanted to attend the following year.

RESOLVED to have an indoor stand at the 2027 Fun Day.

976/08/26 SPEEDWATCH REQUEST FOR VOLUNTEERS

Members noted the report which had been previously circulated. No councillor volunteers came forward.

Members **AGREED** that vacancies should be filled by residents as councillors had limited time. The Clerk would advertise on behalf of Speedwatch in the council's monthly Village Diary article.

977/08/26 MAY GARLAND INN ASSET OF COMMUNITY VALUE UPDATE

Members noted that the application form had been started. Cllr Billings **AGREED** to help with any maps which were required.

- 978/08/26 SIGNAGE AT THE PLAY PARK, SKATE PARK AND 3RD AGE EQUIPMENT UPDATE**
The Admin Assistant was in the process of arranging quotes. None of the companies contacted so far had been interested in quoting for a panel to be fixed onto the original signage. It was **AGREED** that the parish council's plaque supplier would also be contacted.
- 979/08/26 CUCKMERE AND PEVENSEY LEVELS CATCHMENT PARTNERSHIP UPDATE – CLLR TROTT**
Members noted the update report which had been previously circulated. Cllr Trott added that the Partnership were investigating the waterway which would be affected by a new potential development in Heathfield. The water would drain into Horam and could increase the local road flooding and pollution levels. Cllr Trott would continue to work with the Partnership going forward.
- 980/08/26 THE HORAM CLUB ROOMS DRAFT LICENCE UPDATE**
The Clerk confirmed that the Chairman of the Horam Club Rooms Trustees had accepted the parish council's amendments. Members **AGREED** the Clerk to request that any other users of the Club Rooms sign a copy of the same licence. This would protect the council who were responsible to cover the costs of any damage they caused in the office building. The council would also like to be kept informed of the details of any other user. The Clerk to keep a record if any other users noise levels were above an acceptable level.
- RESOLVED** the licence.
- 981/08/26 TO DISCUSS ITEMS THAT THE PARISH COUNCIL COULD PUBLICISE**
New entertainment for the Skate Jam, WDC's disappointing refusal to pay the parish council compensation, a site meeting had been held with the new ESCC Highways Steward, a call for Speedwatch volunteers, the council were working closely with new ESCC Cllr Stephen Potts, a request for residents to pick up litter and dog poo in the parish's play areas as well as the high street, an update on the council's bench refurbishment project and the councils continued efforts to encourage more visits from the PCSO.
- 982/08/26 DATE OF NEXT MEETING**
Monday 24th August Planning & Highways at 7.30pm
Wednesday 9th September Planning & Highways at 6.45pm
Wednesday 9th September Full Council at 7.30pm
- 983/08/26 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**
- RESOLVED** at 8.56pm to exclude press and public from the meeting.
- 984/08/26 UPDATE REGARDING THE GRANT PAYMENT TO THE VILLAGE HALL & RECREATION GROUND CHARITY FOR THE GAP PATHWAY**
26.1. To update, review and consider the parish council's position.
Members considered the final piece of advice received from WDC.
A detailed discussion took place.

Signed

Chairman

RESOLVED that the outstanding invoice would be written off in the accounts. Any grant applications, for the foreseeable future, from the Horam Village Hall & Recreation Ground Charity would not be considered until the accounting anomaly was clarified to the parish council's satisfaction. In the eyes of the council the debt remained outstanding.

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