

HORAM PARISH COUNCIL

The Horam Centre
3 Bank Buildings
High Street, Horam
TN21 0EH
Tel: 01435 812151

email: clerk@horamparishcouncil.gov.uk

JACKIE COTTRELL

Jackie Cottrell – Clerk

Minutes of the Full Council Meeting held on WEDNESDAY 9th SEPTEMBER 2026 at 7.30pm to 8.54pm in the Horam Centre

In Attendance: Councillors Graham Knight, Sue Lane, Virginia Roberts, Daniel Johnston, Jane Trott, Gary Brockhurst, George Poole and Jenny Howells

Also in Attendance: WDC Cllr Collins
WDC Cllr Gould
The Clerk

PUBLIC SESSION - NONE

985/09/26 APOLOGIES FOR ABSENCE

Cllr Billings– Personal Reasons
Cllr Webb – Work commitments
Cllr Sadler – health reasons

RESOLVED – Cllrs Billings, Webb and Sadlers apologies.

986/09/26 DECLARATIONS OF INTEREST

ITEM 19 – The Horam Club Rooms update – Cllrs Poole, Brockhurst and Roberts – Personal Interest

987/09/26 MINUTES OF THE COUNCIL MEETING

RESOLVED the minutes of the council meeting held on the 12th August.

RESOLVED the confidential minutes of the council meeting held on the 12th August.

988/09/26 REPORT FROM DISTRICT COUNCILLOR GREG COLLINS & DIANE GOULD

WDC Cllr Gould confirmed that the Councillor Ward Budgets Scheme was still open and she encouraged the council to publicise this through any appropriate channels. Cllr Collins stated that Devolution had been paused but local elections would be held in May 2027. WDC were challenging the Home Office's planning application to continue to use the Crowborough Camp for more than 2 years. WDC Cabinet Members would be imminently considering the approval of the Draft Local Plan Regulation 19 consultation which Cllr Collins would be supporting. Cllr Collins confirmed that the CLIF and CIF funding programmes would continue to run despite the pause to Devolution. Asset Disposal would possibly be delayed.

The council thanked Cllr Collins for his help with resolving the issue of the missing HPC picnic table's which had been removed by WDC.

WDC Cllrs Collins and Gould left the meeting at 7.38pm.

989/09/26 REPORT FROM COUNTY COUNCILLOR STEPHEN POTTS

Noted. ESCC Cllr Stephen Potts was not present at the meeting.

990/09/26 REPORT FROM PCSO

None received.

991/09/26 CORRESPONDENCE RECEIVED

WDALC Information on Local Government Re-organisation in East Sussex and Brighton
Information from WDC regarding the consultation dates for the Wealden Draft Local Plan Regulation 19 submission

Email from a member of the public regarding the poor road service in West Street Lane

Email from a member of the public regarding the uneven footpath at Beauford Road

Email from a member of the public regarding the poor road surface on Chiddingly Road

Surrey & Sussex Police fraud prevention programme information

Information from SGN regarding the gas network upgrades and road closure at Maynards Green

Noted.

It was **AGREED** that the Clerk would contact Surrey & Sussex Police to confirm that HPC would be interested in taking part in a training session in fraud prevention and staying safe online.

One Member requested that councillors note the frequency of emergency road closures through Maynards Green where only a minimal workforce were completing the repair works during normal working hours. Residents of Maynards Green had been isolated as the regular bus route had been diverted and was not easily accessible. The Clerk to make a complaint to ESCC highlighting the excessive time allowed to complete emergency works and to add this item to the next SLR agenda.

The poor road surface on West Street Lane had been reported to Highways, but they had confirmed that no action would be taken.

The footpath at Beauford Road had been reported to WDC.

992/09/26 REPORT FROM PARISH COUNCIL CHAIRMAN

The Chairman confirmed that he had had a site meeting with the Admin Assistant and a Chapel representative regarding siting a new bus shelter outside the Chapel. The Chapel had stated that they would not consider a new bus shelter fitted over the existing bench which had been concreted into the ground but were supportive of the project if the shelter was located adjacent to the bench. The Clerk to investigate and confirm that that particular parcel of land belonged to the Chapel.

The Chairman had visited the footpath adjacent to the Village Hall and had attended a meeting with ESCC Cllr Potts.

993/09/26 REPORT FROM PARISH CLERK

Noted. The Clerk added that she had received a grant application from the Air Ambulance. She had also written to all the user groups of the private road leading to the Village Hall and their premises to inform them who is responsible for its maintenance as well as who to contact if they have concerns.

9.1. To note the letter sent to the Chairman of the Village Hall Trustees

Noted.

9.2. To note the bleed/stab vest update

Members noted that Cllr Poole was continuing with his research on bleed kits with recommendations for locations.

9.3. To note the progress to cover the playground maintenance contractor's annual leave

Wealden Works had received a copy of the playground maintenance job description. A response had not yet been received.

994/09/26 REPORT FROM THE ADMINISTRATION ASSISTANT

Noted.

995/09/26 PARISH COUNCIL BUSINESS PLAN UPDATE**11.1. To note the minutes from the meeting with ESCC Cllr Stephen Potts on the 14.8.2026**

Noted.

11.2. To note the minutes from the Business Plan meeting on the 14.8.2026

Noted.

11.3. To note the Clerk update on Business Plan Objectives

The Clerk updated Members. It was **AGREED** that an additional minibus service for elderly residents would be reconsidered if it were not possible to restart the youth minibus service. All Members had been allocated a hard copy of the Cllr Emergency Plan. The Clerk to email the link to local community groups and the two district councillors. It was **AGREED** that the untidy appearance of the Horam platforms would be monitored on an ongoing basis, but no action would be taken at this point. WDC had confirmed previously that they would not sign the land over to HPC and it was noted that there were no safety rails to protect members of public from a short drop at the end of each platform.

The council to await information from ESCC on the externally funded costs of an advisory 20mph speed limit outside Maynards Green Primary School. Members noted that ESCC had confirmed that if an advisory 20mph was installed to operate at only school pick up and drop off times, and during term time only, there may be a need for the existing 30mph vehicle activated signs near the school to be removed. Members noted that during pick up and drop off times, due to the number of parked cars along the roadside, it was very difficult for traffic to speed.

Councillors were made aware that the council owned a speed gun if any Members wished to obtain data. The possible upgrade project to the footway at North Corner was continuing to be led by Hellingly Parish Council with the support of HPC.

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

No updates were noted.

11.5. To note the CIL project ideas update

Christmas lights; The Clerk advised that three quotes had been sought but only two companies had responded for new Christmas lights for the high street. Both companies advised that the lights should be removed and stored at the end of each year. The Horam Club Room Charity had given their permission for an outside socket to power the lights. The parish council would pay for the electricity used. The quotes were considered in detail.

Members did not want flashing lights.

Members noted that there would be an additional cost for the socket work.

RESOLVED festoon lighting to cover from Magpies to Rowan Country.

RESOLVED Ultralite to provide 182m of commercial grade lights at a cost of £1,500.00 (2 lights per metre). Installation which included removal, storage and call outs at a cost of £1,400.00 annually. The lights were guaranteed for 3 years and could be replaced in 5 metre sections.

Skate Park enhancements; This item was deferred until the October Full Council meeting.

Repair/improve footway A267 towards Chiddingly Road; Members noted the information found in the planning minutes from September 2019 when the parish council had been considering enhancements to that footpath. The quote accepted had been for a total of £6,970.00 plus VAT. Members noted that the work completed was still at an acceptable standard. However, the Village Hall hedge had grown significantly past the boundary fence resulting in the footpath being only 2ft wide which was not wide enough for pushchairs. The hedge must be cut by hand. Members noted that the grass verge had also encroached onto the path by approximately 3 inches. This was the responsibility of ESCC, but they had stated this work was not on their priority list. It was **AGREED** that the Clerk would write to the Village Hall and request that the hedge was cut back to the boundary fence and the clippings were collected to widen the path as much as possible (likely 1ft).

11.6. To Resolve a quotation for new Christmas lights

As above.

11.7. Bus shelter opposite Cherry Tree Court update

Members noted that this item would be considered further once the land registry information became available.

11.8. To note the Maynards Green Bus Shelter enhancements

Members noted the photographs circulated of the bus shelter enhancements completed by a member of the public. The Clerk to write a letter of thanks from the parish council.

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

RESOLVED to use a local contractor to maintain the parish benches at a price of £30 per bench.

Members noted that Cllr Brockhurst had repaired the bench outside Cherry Tree Court. The Council thanked Cllr Brockhurst for all his hard work regarding repairs of infrastructure items within the parish.

HPC's contractor would be repairing the Memorial Garden gate.

HPC's plaque supplier would now be using a different material for the plaques. He would also be replacing the damaged plaque free of charge.

The newly painted bench outside the convenience store was showing signs of deterioration. The Clerk to advise Agrifactors that the council were monitoring the condition of the bench.

11.10. Culvert Monitoring update

Noted.

996/09/26

PLANNING - Report from Councillor Ann Sadler, Chairman of the Committee

Please note that the Minutes of meetings are published independently

Cllr Lane updated Members. The planning committee had considered a planning application for a large bungalow on the Two Oaks site which they had refused due to its proximity to the root protection zone of two oak trees with TPOs. Another application in Hanging Birch Lane had been recommended for Approval with restrictions.

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

Noted. The Planning Committee would be responding to WDC via email.

12.2. To note the speeding traffic on Chiddingly Road update and consider any further actions

Councillors noted that a member of the public had completed a traffic count using his ring camera. Members noted that the mean speed would not justify ESCC making changes. The Clerk to locate the results of a speed survey commissioned by the council before Covid for Horebeech Lane and Chiddingly Road. The survey results were used in previous HPC planning comments. Members would then reconsider the data collected. Councillors noted that the member of public would be prepared to complete further traffic counts if requested.

The Clerk to inform the Speedwatch representative with the council's concerns and enquire if this road could be added to list of roads to be monitored.

997/09/26

FINANCE

(1)

RECOMMENDED

(2)

- (a) To **Resolve** the specification and price for the two new bins in the play park
Members considered the specifications of various bins which had been circulated prior to the meeting.

RESOLVED two Derwent Outdoor Heritage litter bins – 120 litres at a cost of £266.61 each including VAT. Supplied with a galvanised steel liner and ballast compartment (concrete not included).

- (b) To **Resolve** a quotation for retarmacking the memorial garden
Members considered the three quotations received.

RESOLVED to not proceed with the retarmacking but to monitor the condition of the pathway.

- (c) To **Resolve** the purchase of 3 replacement picnic benches removed from Horam Station by WDC in error – specification proposed by Cllr Billings

Members considered the picnic bench specification proposed by Cllr Billings. Members **AGREED** that any surplus cost that WDC refused to cover, HPC would use CIL funds to pay any balance.

RESOLVED to purchase three unstained picnic benches from Jakk Country Furniture, size 135cm. All three would be engraved with Horam Parish Council at one end. Cllr Brockhurst to make best endeavours to fix the benches to the ground.

- (d) To **Resolve** a quotation for new signage at the play park and skate park
Members **AGREED** that a brand-new sign would be the best option. It would allow the council to clarify to the public that all the play equipment was the property of HPC and they were responsible for its maintenance. Members **AGREED** that the new sign should be made of composite. The proof for the new sign to be signed off by the council.

RESOLVED Dragon Signs to manufacture a new composite sign for the play park at a cost of £375 for the sign itself and the fitting plus an additional £50 for the design / set-up. Dragon Signs were not VAT registered. Before an order was placed the Clerk to confirm the material used would be composite.

- (e) To **Resolve** the credit limit for the Unity Bank corporate card

RESOLVED a credit limit for £500.00.

- (f) To **Resolve** the CIL Monitoring Report 2025-26

RESOLVED the CIL Monitoring Report 2025-26.

- (g) To **Resolve** an historic grant application from Hospice in the Weald resolved in the 2025-26 financial year
Members noted that the historic grant application had been resolved previously. The grant monitoring form had now been received.

RESOLVED the grant application from Hospice in the Weald for £992.36.

- (h) To **Note** the 2067-27 National Salary Award has been agreed at 3.3% to be implemented from 1.4.2026.
Noted.

- (i) To **Note** the council bank mandate changes are ongoing
Noted.

- (j) To **Note** the bank reconciliations and management account reports for August and budget observations
- Members noted that the council were 5 months into the accounting year
 - The Clerk was still in the process of setting up the new pension scheme for the council
 - Successful grant applicants were being chased for their grant monitoring forms

- (k) To **Note** the impact on the General Reserves arising from the write-off of the outstanding HPC invoices owed by WDC and Horam Village Hall
Members noted the documentation circulated prior to the meeting. The debtors' figure on the balance sheet had decreased from £17,084 to zero and the general reserves figure had decreased from £109,059.00 to £86,418.00.

To **Resolve** the payments listed below:

Payee Name	Account Debited	Invoice Number	Amount £
Staff & payroll costs	Current Account	September salaries & HMRC	3836.93
Horam Club Rooms	Current Account	Inv 171 – rental for August 2026	708.00
Wealden District Council	Current Account	Dog bin quarterly emptying charges April – June	457.50
S&P Printing	Current Account	3 Skate Jam labels	36.00
S&P Printing	Current Account	15 Emergency Plan booklets	175.00
St Wilfrids Hospice	Current Account	Community Grant – Resolved at Dec 25 Full Council Grant monitoring form received	1000.00
Cloudy IT	Current Account	Invoice 12757 Outlook training – Clerk 15.9.2026	78.00
Cloudy IT	Current Account	Invoice 12755 – 2 separate training courses - quizzes and polls training & Word	156.00
Horam Village Hall	Current Account	Monthly Waste collection service dated 1.9.2026	35.91
Uniserve	Current Account	Monthly charges 9.8.2026-8.9.2026	85.54
Uniserve	Current Account	Inv 40757 New share point site for Full Council	46.80
Nest	Current Account	Pension September	272.65
James Todd & Co	Current Account	Inv 96936 August payroll	48.79
Wilhar Publications	Current Account	Extra parish page	75.00
20i	Current Account	Inv 9658819 16.8.2026 Micro server	11.99
20i	Current Account	Inv 9680178 22.8.2026	1.80

Signature

Chairman

		Storage upgrade	
Clerk – Zoom payment	Current Account	Zoom 367427102 25.8.2026-24.9.2026	15.59
Clerk	Current Account	Heavy duty black sacks	6.79
Clerk	Current Account	Extra-large black ink cartridge	21.02
Clerk	Current Account	Handheld fans x 3	37.02
Clerk	Current Account	Handheld fan	12.99
The Finishing Touch	Current Account	Maynards Green bench refurbishment	100.95
The Finishing Touch	Current Account	Bench in front of the Chapel refurbishment	90.95
The Finishing Touch	Current Account	August rubbish clearance	251.90
Malcolm Curtis	Current Account	Inv 29 – To cut grass verges	155.00
Malcolm Curtis	Current Account	Inv 31 - To cut grass playgrounds	31.00
Europlants	Current Account	September plant maintenance Inv 35584	96.00
Malcolm Curtis	Current Account	Inv 30 – Cut grass and tidy Memorial Garden	31.00

RESOLVED the payments listed above.

998/09/26 TO CONSIDER A COUNCIL CELEBRATION TO COMMEMORATE SUSSEX 1550 – Wednesday 16th June 2027

Members **AGREED** to defer their decision on whether to take part in the celebrations after receiving advice from ESALC who stated that they had received any official correspondence for Sussex 1550.

999/09/26 HORAM CHRISTMAS FUN NIGHT FRIDAY 11TH DECEMBER

15.1. To Note the event will run from 4.30pm – 7pm

Noted.

15.2. To Note the update report

Noted.

15.3. To Agree some entertainment will be located at the Horam Hub

Members **AGREED** in principle that staff could consider arranging entertainment at the Horam Hub. It was noted that the step leading to the station would be blocked with barriers.

15.4. To Consider additional entertainment

The item was deferred until the October meeting.

15.5. To Consider additional lighting costs

The item was deferred until the October meeting.

1000/09/26 SKATE JAM THURSDAY 29th OCTOBER UPDATE –

16.1. To Note the Skate Jam update report

Noted.

16.2. To Consider a quote for an additional banner with ground fixings

Members **AGREED** that an additional banner was not required. An existing banner would be relocated to the grass verge at the entrance to the village hall. Cllr Knight would purchase the fixings required.

The Clerk to purchase a reusable banner which states Horam Parish Council with a picture of the logo which the council would use at any of their events going forward. Cllr Brockhurst would make a frame for the banner to be attached to.

1001/09/26 MAY GARLAND INN ASSET OF COMMUNITY VALUE UPDATE

Members noted the additional information provided by Cllr Trott. The Clerk to complete the application as soon as practically possible.

1002/09/26 CUCKMERE AND PEVENSEY LEVELS CATCHMENT PARTNERSHIP UPDATE – CLLR TROTT

Members noted that a meeting had not been held.

1003/09/26 THE HORAM CLUB ROOMS LICENCE UPDATE

Members noted that the licence had now been signed by both parties. No further action was required.

1004/09/26 TO DISCUSS ITEMS THAT THE PARISH COUNCIL COULD PUBLICISE

The WDC Reg 19 update and what to expect and possible HPC drop ins, clarify who was responsible for the play equipment, WDC Ward Members grant scheme for local organisations, new picnic benches for the Cuckoo Trail and thanks given to WDC Cllr Collins, bench refurbishment, new bins for the play park, Skate Jam and Zig Zag, Christmas Fun Night and new Christmas lights for the high street.

1005/09/26 DATE OF NEXT MEETING

Wednesday 30th September Planning & Highways at 6.45pm

Wednesday 14th October Planning & Highways at 6.45pm

Full Council Wednesday 14th October at 7.30pm

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