

# WADHURST PARISH COUNCIL MINUTES

**Minutes of Wadhurst Parish Council (WPC) Annual Parish Council meeting held at The Pavilion, Sparrows Green Recreation Ground, Wadhurst at 7.30 p.m. on 1<sup>st</sup> May 2025.**

Present: Cllr Gadd (SG) (Chair), Cllr Smith, Cllr C Moore (CM), Cllr P Moore (PM), Cllr Edwards (JE) and Cllr Shairp (DS).

Also present: ESCC Cllr Standley (BS), WDC Cllr Howell (JH), WDC Glynn-Ives, and Claudine Feltham (CF) (Clerk). There were three members of public present.

## 1. Election of Chair and Vice Chair

- 1.1 To elect a Chair for the next council year

**Resolved:** Cllr P Moore nominated Cllr Gadd to be Chair of WPC, this was seconded by Cllr Smith and reached unanimous approval.

DS thanked SG for going above and beyond in her continued role as Chair of WPC.

- 1.2 To receive the Chair's Declaration of Acceptance of Office

**Resolved:** Cllr Gadd signed the Declaration of Acceptance of Office.

- 1.3 To elect a Vice Chair for the next council year

**Resolved:** Cllr Gadd nominated Cllr Smith to be Vice Chair of WPC, this was seconded by Cllr P Moore and reached unanimous approval.

- 1.4 To receive the Vice Chair's Declaration of Acceptance of Office

**Resolved:** Cllr Smith signed the Declaration of Acceptance of Office.

## 2. To receive apologies and reasons for absence.

Apologies were received from Cllr Anderson and Cllr Tincombe.

Retrospective apologies were received from Cllr Ramsden.

## 3. To receive declarations of personal, prejudicial, and disclosable pecuniary interests on items on the agenda and updates to members' register of interests.

Cllr Gadd commented that she needs to update her interests form and will submit a new form to the Clerk. **Action:** SG

Cllr Gadd declared interests in agenda items 13.7 and 15.1 as a Trustee of WIHF CIO.

## 4. Public Forum – time limit 15 minutes.

A parishioner spoke in connection to the car park sign that had been missing for several years, and whilst being promised it would be replaced it still had not.

The parishioner also voiced his serious concerns over the parking at the top of Blacksmiths Lane/St James Square. Vehicles were being parked outside of the bays and is intolerable and dangerous. If a vehicle is exiting Blacksmiths Lane, it is impossible to see when turning right – an asked what the WPC were going to do about it.

They also enquired about what pressure WPC were putting onto Uplands, if any, about the arrangements of the school buses at both drop off and pick up time, which are at times blocking the whole High Street for traffic movements.

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Parishioners were under the impression that the school had been given millions of pounds towards improvements, and that the buses coming off the road would be a part of this plan, and it had not happened, and therefore mayhem was still occurring every school day.

Another parishioner enquired if a resident would be allowed to put a private parking sign on a public highway. (BS confirmed that residents cannot reserve parking on the public highway).

They also raised their concerns over the entrance to the new houses at Magpies and commented how they could not understand how this was ever granted planning permission. It is a narrow and very dangerous entrance, with children frequently crossing that pavement.

SG advised the parishioners that these are not items under the control of the Parish Council but that we have already lobbied the entities that are responsible for them. Wealden District Council, East Sussex Highways and Sussex Police about the ongoing illegal parking at St James Square. Sussex Police had attended and WPC had been advised that some vehicles had received parking tickets. PM added that parking is a police matter, however, Sussex Police refuse to enforce unless it is dangerous. The parish council do not have powers to enforce parking, however, we do regularly complain to Sussex Police and request their attendance.

We have also had approximately six meetings with East Sussex Highways (ESH), lobbying very hard, and suggesting ideas such as bollards or planters at St James Square, however, the ESH safety team will not allow it. Even the repeated requests for "no parking" markings on the road have been refused.

When Uplands submitted their plans to WDC, WPC made strenuous objections as they did not include the entrance grading required to get the buses off the road. We pushed incredibly hard for the school to resolve the issue with the school busses and were vociferous about the unnecessary removal of the trees. We also made representations to our MP, WDC and East Sussex.

CM added that members empathise with their concerns, as it affects the WPC Cllrs too, as they also live in Wadhurst.

BS commented that the money from the Department for Education was spent on the building works. DS advised the residents that WPC planning committee is only a consultee, planning decisions are made by WDC. However, the WPC had objected strongly against the plans for Magpies, as they felt the advice given by WDC officers requesting large family houses here went against the Neighbourhood Plan preference for smaller housing units. Smaller units for elderly people who could walk to the shops would have been more suitable in this location. The WPC had raised the same safety concerns about the vehicular access over the High Street pavement. The planning committee meet every fortnight to consider and respond to planning applications, sometimes the minutes are twenty-five pages long – which demonstrates how seriously WPC take such matters. PM remarked that this is also in the wrong place and over development of the site, but WDC are the planning authority who made the decision.

SG said that when the bins go out for these premises, it blocks the pavement also, so people must walk in the road.

JH advised she did not get a vote as a local member, but other WDC Cllrs should have visited the site.

PM advised that WDC and ESH had said the car park sign was definitely coming, and WPC had asked the school if they would allow the expansion of the carpark into their old tennis courts. BS was liaising on WPC's behalf and stated that a meeting had been set up with the school to discuss this and would provide a further update at the next WPC meeting.

Guy Milner of Wadhurst Tennis Club advised members that the tennis club had an open day next weekend and it would be nice to be able to tell attendees about what is happening with the courts. The Clerk gave an update on the recreation ground drainage works; the ground had initially been too wet for the contractor to carry out the works, but it would now be ok to continue, and this would be scheduled in with their other work commitments.

The drainage surrounding the tennis courts was an item on the agenda and would be considered this evening.

The grant application was also an item on the agenda, and the additional information would then be submitted to WDC.

CM enquired about advertising of the open day.

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**Action:** Guy to send advert to the Clerk for inclusion on the WPC website and Facebook.  
*Three members of public left the meeting.*

## 5. County Councillor and District Councillor reports.

Cllr Howell (JH): each of the WDC Cllr's will be allocated £10,000 for a worthy cause which is aligned with the WDC Climate Change strategic plan. Do not have further details yet but will update WPC when more is known.

JH has met with the Sussex Police and Crime Commission twice about rural crime. JH highlighted that whilst crime is down at the moment, a strategic plan was required, along with good communications with Kent Police.

Building works at Wadhurst Church; JH spoke to WDC Officers about WPC concerns, and considered how the situation can be mitigated. The external doors should be wood. The Conservation Officer has been on site and will ensure that the works are carried out properly.

Constitution review at WDC; some members are concerned about the democracy and scrutiny of this process.

CM: suggested that the £10,000 Climate Change fund could be used on a dark skies related project.

PM: stated that WPC were concerned about the underfloor heating and the effect this may have on the historic iron floor slabs, and how it was not sensible to carry out these works whilst still having no roof insulation. JH added that an Archaeologist is also overseeing the works with the Conservation Officer.

SGI queried what the outcome when WPC spoke to them about their concerns. PM responded that WPC were not consulted, just told us of their plans.

SG thanked JH for her efforts with this planning application/works.

Cllr Standley (BS) advised members that if the Unitary Authority comes in, then parking will eventually be enforced, which he appreciated was a double-edged sword.

Advertising boards at the Jardin. BS had liaised with ESFR in September 2024, and at that point it was considered that within the new lease advertising would be allowed. However, with the lease not being possible he would need to speak with them again. **Action:** BS to liaise with ESFR.

Household waste site: BS had driven past and appreciated the issue here, the light is blinding, however, nobody was on site to request for the light to be altered.

JE advised members that the site was being used by Kent Towing Solutions.

**Action:** Clerk to contact Kent Towing Solutions to request the light to be altered.

## 6. To consider, and approve if appropriate, which agenda items are sufficiently confidential as to warrant exclusion of members of the press and public under the provisions of the Public Bodies (admissions to meetings) Act 1960.

None.

## 7. To approve the minutes of the parish council meeting held on 3<sup>rd</sup> April 2025 as a true record.

**Resolved:** as proposed by Cllr Gadd, seconded by Cllr Smith, and reached unanimous approval the minutes (version 2) were approved as a true record.

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**Action:** Clerk to add minutes to the website.

8. To determine matters arising from the full council meeting held on 3<sup>rd</sup> April 2024 for updating and noting.

Members discussed the plans for the VE80 and the arrangements by Wadhurst Warriors on behalf of WPC and the village. It was noted that Wadhurst Warriors had increased insurance costs to cover the event.

**Resolved:** as proposed by Cllr P Moore, seconded by Cllr Gadd, and reached unanimous approval, the donation to Wadhurst Warriors would be increased to £1600. WPC are grateful to Wadhurst Warriors for putting this event on for the village.

**Action:** CF to administer payment to Wadhurst Warriors.

PS: at the February 2025 full council meeting AT made a complaint that was noted in the minutes. ESALC have confirmed that SG followed correct procedures.

9. Correspondence List.

The correspondence list had been circulated prior to the meeting and no questions were raised.

10. To elect committee chairs and committee members

- To elect a Chair for the Planning Committee

**Resolved:** as proposed by Cllr C Moore, seconded by Cllr Gadd, and reached unanimous approval, Cllr Shairp was elected as Chair of the Planning Committee

PM: thanked DS for his continued hard work as Chair of Planning.

- To elect members of the Planning Committee

**Resolved:** as proposed by Cllr Gadd, seconded by Cllr Shairp, and reached unanimous approval, Cllrs C Moore, P Moore, Anderson, and Smith elected as members of the Planning Committee. Cllr Edwards offered to assist when required.

- To elect a Chair for the Finance & Resources Committee

**Resolved:** as proposed by Cllr Gadd, seconded by Cllr Smith, and reached unanimous approval, Cllr C Moore was elected as Chair of the Finance & Resources Committee

- To elect members of the Finance & Resources Committee

**Resolved:** as proposed by Cllr Gadd, seconded by Cllr C Moore, and reached unanimous approval, Cllr Crawford, Cllr P Moore, Cllr Smith, Cllr Tincombe and Cllr Shairp were elected as members of the Finance & Resources Committee.

- To elect a Chair for the Amenities Committee

**Resolved:** as proposed by Cllr Gadd, seconded by Cllr P Moore, and reached unanimous approval, Cllr Crawford was elected as Chair of the Amenities Committee.

- To elect members of the Amenities Committee

- **Resolved:** as proposed by Cllr Gadd, seconded by Cllr C Moore, and reached unanimous approval, Cllrs Shairp, Tincombe and Ramsden were elected as members of the Amenities Committee. (Cllr Edwards offered to with practical duties but not be on the committee).

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- To elect a Chair for the Highways Lighting and Transport Committee  
**Resolved:** as proposed by Cllr Gadd, seconded by Cllr P Smith, and reached unanimous approval, Cllr P Moore was elected as Chair of the Highways, Lighting and Transport Committee
- To elect members of the Highways Lighting and Transport Committee  
**Resolved:** as proposed by Cllr Gadd, seconded by Cllr Edwards, and reached unanimous approval, Cllrs Anderson, Crawford, C Moore, Smith, Shairp, Tincombe and Ramsden were elected as members of the Highways, Lighting and Transport Committee.
- To elect a Chair for the Communications and Community Liaison Committee
- **Resolved:** as proposed by Cllr C Moore, seconded by Cllr Gadd, and reached unanimous approval, Cllr Smith was elected as Chair of the Communications and Community Liaison Committee.
- To elect members of the Communications and Community Liaison Committee
- **Resolved:** as proposed by Cllr Gadd, seconded by Cllr Edwards, and reached unanimous approval, Cllrs C Moore, Edwards, P Moore and Tincombe were elected as members of the Communications and Community Liaison Committee.

## 11. To elect representatives for the following:

- Uplands Academy  
**Resolved:** as proposed by Cllr Gadd, seconded by Cllr Smith, and reached unanimous approval, representatives would be Cllr Edwards and Cllr Crawford.
- Wadhurst & District Business Association  
Representative:  
**Action:** this is not active so can be removed.
- Wadhurst History Society  
**Resolved:** as proposed by Cllr C Moore, seconded by Cllr P Moore, and reached unanimous approval, the representative would be Cllr Gadd.
- Wadhurst Institute, Hall and Field  
WIHF CIO have changed their constitution and cannot have a representative. **Action:** CF to remove.
- Sussex Police  
Members suggested that the representative to be Cllr Ramsden. **Action:** CF to check with MR.
- East Sussex Association of Local Councils  
*No current representative*
- Wealden District Association of Local Councils  
*No current representative*
- Wealden District Council Parish Planning Panel  
**Resolved:** as proposed by Cllr Gadd, seconded by Cllr P Moore, and reached unanimous approval, the representative would be Cllr Shairp and Cllr C Moore as Deputy.

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- Wadhurst Neighbourhood Plan Steering Group  
Update: this is currently dormant, but if required the members would be: Cllrs C Moore, P Moore, Smith and Shairp.
- Wadhurst Flag Team  
**Resolved:** as proposed by Cllr Gadd, seconded by Cllr Smith, and reached unanimous approval, the representatives would be Cllr Anderson, Cllr P Moore, and Cllr C Moore.
- Bewl Water Working Party  
**Resolved:** as proposed by Cllr Edwards: the Chair would be Cllr Gadd, with representatives Cllr C Moore, Cllr P Moore, Cllr Shairp, Cllr Smith, and members of the public.
- Friends of Bewl Water  
**Resolved:** as proposed by Cllr Gadd, seconded by Cllr Smith, and reached unanimous approval, the representatives would be Cllr C Moore and Cllr P Moore.
- Friends of St Georges Hall  
Representatives: Cllrs Crawford, C Moore, P Moore, Shairp, Gadd, Smith, Tincombe, Edwards, Ramsden, Anderson, and members of the public.
- Friends of Tapsells Lane woodland  
Representatives: Cllrs Crawford, C Moore, P Moore, Shairp, Gadd, Smith, Tincombe, Edwards, Ramsden, Anderson, and member of the public.  
*SG advised members that where WPC owned land finished a notice had been erected to advise parishioners/visitors that land beyond that point does not belong to the parish council.*

**Action:** CF to update Committee Members and Representatives document and add to the WPC website.

12. To determine the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.

**Resolved:** as proposed by Cllr Gadd, seconded by Cllr C Moore, and reached unanimous approval, the meetings timetable was approved.

**Action:** CF to add the schedule to the WPC website.

**Action:** request SG to add printed copy to the noticeboard.

## 13. Finance items for decision and allocation of resources.

- 13.1 To approve the payment list for April 2025

**Resolved:** as proposed by Cllr Gadd, seconded by Cllr Smith, and reached unanimous approval, the April 2025 payment list was approved.

- 13.2 To approve the initial payment list for May 2025.

**Update:** as this meeting fell on 1<sup>st</sup> of the month, most invoices had not been received.

**Action:** Updated May 2025 payment list to be added to June 2025 agenda.

- 13.3 To receive the end of year bank statements and reconciliations for 31<sup>st</sup> March 2025.

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**Resolved:** as proposed by Cllr Gadd, seconded by Cllr Smith, and reached unanimous approval, the year end bank statements and reconciliations for 2024-2025 (31.3.25) were received.

13.4 To receive the end of year RBS finance reports to 31<sup>st</sup> March 2025.

**Resolved:** as proposed by Cllr Smith, seconded by Cllr C Moore, and reached unanimous approval, the RBS finance reports to 31.3.25 were received.

13.5 To review and approve the updated Direct Debits list.

**Resolved:** as proposed by Cllr Gadd, seconded by Cllr Shairp, and reached unanimous approval, the updated Direct Debit list was reviewed and approved.

13.6 To receive the grant expenditure report from Cousley Wood Community Association and approve for them to retain the unspent funds for their next event.

**Resolved:** as proposed by Cllr Gadd, seconded by Cllr Smith, and reached unanimous approval, Cousley Wood Community Association are allowed to keep £426 of unspent funds to be used on their next event.

**Action:** CF to advise Cousley Wood Community Association of this decision.

*Cllr Smith took over as Chair for agenda item 13.7.*

13.7 To consider and decide upon the grant application from Wadhurst Football Club.

Members considered and discussed this grant application of £3,000. WPC are currently trying to raise funds to cover costs of their own sporting facilities so would not be able to approve this grant application and would recommend that Wadhurst Football Club apply to WDC Sports Infrastructure funding.

**Resolved:** as proposed by Cllr C Moore, seconded by Cllr Shairp, and reached unanimous approval, the grant was not approved.

**Action:** CF to advise Wadhurst Football Club of this decision.

*Cllr Gadd resumed as Chair.*

13.8 To consider and decide upon the grant application from Wadhurst Church.

Members considered the grant application and the advice received from ESALC clarifying what responsibility, if any, Parish Councils have for provision and maintenance of burial sites and restrictions, if any, on payments made by Parish Councils to Churches.

**Resolved:** as proposed by Cllr Gadd, seconded by Cllr Edwards and reached unanimous approval, a grant of £3,000 would be awarded on this occasion. Members would like to inform the church that due to increasing cost pressures no future contributions to maintenance can be promised and will need to be considered at the time of future applications.

**Action:** CF to advise Wadhurst church of the above and arrange transfer of £3,000.

13.9 To note the continued subscription for 2025-2026 to ESALC, NALC and SLCC.  
Noted.

*BS and SGI left the meeting.*

**Annual Governance and Accountability Return for financial year 2024-2025.**

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- 13.10 To receive the internal audit report for financial year ending 31.3.25 from Mulberry Local Authority Services.

**Resolved:** as proposed by Cllr Gadd, seconded by Cllr Smith, and reached unanimous approval, the internal audit report for financial year ending 31.3.25 from Mulberry Local Authority Services was received and accepted.

Cllr Gadd thanked the Clerk/RFO for all her hard work and acknowledged that there were advisories or points carried forward.

- 13.11 For members to note that there were no recommendations or points to carry forward from the internal audit examination/report (for financial year ending 31.3.25 from Mulberry Local Authority Services).

Noted

- 13.12 For members to receive the signed Annual Internal Audit Report 2024-2025 (page 3 of the Annual Governance and Accountability Return Form 3 for Local Councils) from Mulberry Local Authority Services.

**Resolved:** as proposed by Cllr Gadd, seconded by Cllr Smith, and reached unanimous approval, the signed Annual Internal Audit Report 2024-2025 (page 3 of the Annual Governance and Accountability Return Form 3 for Local Councils) from Mulberry Local Authority Services was received.

- 13.13 For members to receive and note the: Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return' which will be published 12<sup>th</sup> May 2025, with the inspection period: 3<sup>rd</sup> June to 14<sup>th</sup> July 2025.

Noted.

- 13.14 Section 1 – Annual Governance Statement 2024-2025: for members to acknowledge their responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. To review and approve the assertions (page 4 of the Annual Governance and Accountability Return) and agree for the Chair and Clerk to sign the form.

**Resolved:** as proposed by Cllr Smith, seconded by Cllr C Moore, and reached unanimous approval, members acknowledged their responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. Members reviewed and approved the assertions (page 4 of the Annual Governance and Accountability Return) and agreed for the Chair and Clerk to sign the form.

- 13.15 Section 2 – Accounting Statements 2024-2025: to receive and approve the signed (income and expenditure) Accounting Statements from the Responsible Financial Officer and approve for the Chair to sign the form (page 5 of the Annual Governance and Accountability Return).

- 13.16 **Resolved:** as proposed by Cllr C Moore, seconded by Cllr Smith, and reached unanimous approval, members received and approved the Accounting Statements 2024-2025 from the Responsible Financial Officer and approved for the Chair to also sign the form (page 5 of the Annual Governance and Accountability Return).



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**Action:** Clerk too prepare all of the documentation to submit to PKF Littlejohn – external auditors.

**Action:** Clerk to add required documentation to WPC website

## 14. Planning Committee (Chair: Cllr Shairp)

14.1 To adopt the minutes of the Planning Committee meetings held 1<sup>st</sup> March 2025, 15<sup>th</sup> March 2025, 29<sup>th</sup> March 2025 and 12<sup>th</sup> April 2025.

**Resolved:** as proposed by Cllr C Moore, seconded by Cllr Shairp, and reached unanimous approval, the minutes were approved.

**Action:** Clerk to ensure these documents are available on the WPC website.

14.2 To consider and decide upon the invitation to the Bewl masterplan exhibition.

Members noted that a response drafted by the Planning Committee had been sent to KLW.

*Cllr Smith took over as Chair for agenda items 15.1 and 15.2.*

## 15. Amenities Committee (Chair: Cllr Crawford)

15.1 The current contract for the cleaning of the Public Toilets at The Commemoration Hall and cleaning/checks of the play equipment in Washwell Lane will expire 31.11.2025. Members to decide upon next steps for the renewal of the contract. *(The lease between WPC and WIHF CIO is separate and runs to 31.3.2028).*

Members discussed the current contract and the initial steps for renewal.

**Action:** CF to conduct research what other councils are doing/level of services and costs.

**Action:** CF to research the actual legal play area requirements re cleaning.

**Action:** CF to discuss with the current contractor:

- Are there any tasks that are not included that they feel should be?
- Are there any tasks that they do not feel are necessary?
- Are there any tasks that they feel the frequency is not correct (either not frequent enough, or too frequent)?

**Action:** add to June 2025 agenda for further consideration.

15.2 To consider the request from WIHF re the bench for the play area.

The Clerk advised members on the background to this request, and that WIHF had confirmed that they would arrange and pay for the collection and installation of the bench, if this were request was approved by WPC.

WIHF had also invited WPC members for an informal meet and greet with the new Trustees.

**Resolved:** as proposed by Cllr C Moore, seconded by Cllr Smith, and reached unanimous approval, WIHF would be allowed the bench and would welcome an informal meet up.

**Action:** CF to advise Jemma Pantrey, WIHF of the above.

15.3 To consider the offer from a resident who would like to donate an oak sapling to the parish – and had suggested at Tapsells Lane woodland.

A long-term resident of Wadhurst has offered an (approx.) 8ft oak sapling for the parish – and she thought we could plant it at Tapsells Lane woodland. It is potted so available for collection and planting.

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**Resolved:** as proposed by Cllr Gadd, seconded by Cllr C Moore, and reached unanimous approval, members agreed for this to be planted at Tapsells Lane woodland. Members noted the kind offer from the resident, and suggested it is moved/planted in the autumn, unless they required this before then.

Members approved for the Lengthsman to deal with the collection and planting out when the time comes.

**Action:** CF to liaise with the resident.

- 15.4 To consider the quotes for the drainage around the perimeter of the tennis courts and decide upon a contractor and budget.

The Clerk advised members that four companies had been invited to quote, and despite chasing them, only two quotes were received. Members noted that the works were essential, as the drainage issue was affecting the courts.

**Resolved:** as proposed by Cllr C Moore, seconded by Cllr Gadd, and reached unanimous approval, the costs were approved (as per the quote) and the contract would be offered to High Weald Heritage.

**Action:** Clerk to advise contractor and Wadhurst Tennis Club of this decision.

- 15.5 Wealden Community Spaces grant application; to continue with the grant application submission, Wealden require written confirmation that Wadhurst Parish Council will be providing the remaining funding for the tennis courts resurfacing and will give approval for the contractor to progress with works as indicated in the grant application.

**Resolved:** as proposed by Cllr Gadd, seconded by Cllr C Moore and reached unanimous approval, WPC agreed that they would be providing the remaining funding (£72,475) for the resurfacing of the tennis courts, and would be giving approval for the contractor to progress with the works as indicated within the grant application.

Members noted that there were already some funds put aside within EMR Tennis Courts and could also consider applying for S106 funds towards the balance.

**Action:** Clerk to advise WDC and Wadhurst Tennis Club.

**Action:** Clerk to add agenda item to June 2025 to members to approve a S106 application.

- 15.6 To receive the report from Aborweald for the pond behind the war memorial, note any treatments required and approve a budget. (*If received in time for this meeting.*)

*Not received in time for this meeting*

**Action:** add to June 2025 agenda

- 15.7 St Georges Hall: to receive any progress updates or any items to be added to June 2025 agenda.

**Deferred:** will be added to June agenda

## 16. Highways Licence and Transport Committee (Chair: Cllr P Moore)

- 16.1 Streetlights

Cllr P Moore updated members that he had been working on the legal side of things through ESALC and a letter had now been approved to be sent to East Sussex County Council/Highways on behalf of seven parishes.

**Action:** CF/PM to update ESALC.

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## 16.2 Traffic congestion and parking issues

*Discussed in public forum.*

## 17. Communications and Community Liaison Committee (Chair: Cllr Smith)

Cllr Smith had requested for the communication re Jardin d'Aubers to go into Focus magazine.

**Action:** PS to let CF/CM know which edition it was appearing in, then it could be added to the Facebook and website.

Of the five memorials, three had been contacted, another had been contacted by Cllr Tincombe and requested they email the Clerk, and one we had no contact for but it was suggested to see if Mr Hemsley knew of any relatives.

**Action:** CF to contact Mr Hemsley.

## 18. Finance and Resources Committee (Chair: Cllr C Moore)

18.1 To consider the Earmarked reserves headings and amounts held/any movements.

**Deferred:** to June meeting.

18.2 To approve for the Clerk/RFO to carry over annual leave into 2025-2026.

**Resolved:** as proposed by Cllr C Moore, seconded by Cllr Smith, and reached unanimous approval, the Clerk was authorised to carry over 6 days of annual leave into 2025-2026 allowance.

**Action:** CF to update the annual leave record.

## 19. Other full council matters for consideration and decision:

19.1 To approve a Street Surgeries initiative held by Sussex Police Rural Crime Team.

**Resolved:** members agreed that this was a very good and useful idea. As proposed by Cllr C Moore, seconded by Cllr Edwards, and reached unanimous approval, the Pavilion/car park could be used.

**Action:** CF to write to Sussex Police and ask to be added to the list.

19.2 To consider the approach about opening a nursery in Wadhurst.

Members agreed that St Georges Hall would not be an ideal building for this, but the parishioner should contact ESCC directly about the old Youth Centre building where the nursery used to be, as this was currently out of action.

**Action:** CF to advise resident.

19.3 To consider the request for a bench/plaque in memory of the late Mr K Turner

**Resolved:** as proposed by Cllr P Moore, seconded by Cllr C Moore, and reached unanimous approval, members agreed that it would be a fitting tribute to have a plaque in memory of Mr Turner on one of the new benches in Tapsells Lane woodland. Mr Turner had been the parish Tree Warden for many years, and members were saddened to hear of his passing.

**Action:** CF to contact the family and offer the above, and for them to arrange the wording/plaque.

19.4 To consider the request from Northiam Naturally who are setting up a networking group with other land managers in the area to exchange ideas, seeds, etc, for WPC to have a representative on the group (the intend to meet in next month or two).

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Members would be delighted if Sally Bishop would be the representative on behalf of the parish.

**Action:** CF to contact Sally Bishop to suggest this.

19.5 To consider and adopt the draft Cyber Security/Information Technology policy.

**Resolved:** as proposed by Cllr C Moore, seconded by Cllr Gadd, and reached unanimous approval, the Cyber Security/Information Technology policy was adopted.

**Action:** Clerk to add policy to website and publication scheme.

19.6 To consider and adopt the WPC Terms Of Reference for Working Parties

Resolved: as proposed by Cllr C Edwards, seconded by Cllr Gadd, and reached unanimous approval, the WPC Terms Of Reference for Working Parties was adopted. This would now be in place for: St Georges Hall, Tapsells Lane and Bewl working parties.

**Action:** Clerk to add policy to website and publication scheme.

19.7 Freedom of Information request.

Members noted that Bewl Water had served an FOI on WPC. The council took legal advice and submitted a response accordingly.

## 20. Items for noting or inclusion on a future agenda.

Meeting closed at 2155 hours.

### Next meeting dates:

8<sup>th</sup> May 2025 for the Annual Parish Assembly (in the Commemoration Hall)

5<sup>th</sup> June 2025 for the next full council meeting (in the Pavilion)

### Summary of actions

| NUMBER | OWNER | ACTION  |
|--------|-------|---|
| 1      | SG    | Submit new style register of interest form  |
| 2      | BS    | Liaise with ESFR to request advertising boards to be allowed at Jardin d'Aubers                                   |
| 3      | CF    | Household waste site: contact Kent Towing Solutions to request the light to be altered as blinding drivers.       |
| 4      | CF    | Ensure last full council meeting minutes and planning committee minutes are on the website                        |
| 5      | CF    | Administer £1600 payment to Wadhurst Warriors re VE80 event.  |
| 6      | CF    | Update committee chairs and committee members/ reps document and add to the website.                              |
| 7      | CF/SG | CF to add the new meetings schedule to the WPC website.<br>SG to add printed copy of schedule to the noticeboard. |
| 8      | CF    | Add updated May 2025 payment list to June 2025 agenda   |
| 9      | CF    | Advise Cousley Wood Residents group that they are allowed to retain funds to the next event                       |
| 10     | CF    | Advise Wadhurst Football Club on the grant decision.  |
| 11     | CF    | Advise Wadhurst Church on the grant decision, and make payment of £3,000  |

# WADHURST PARISH COUNCIL MINUTES

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| 12 | CF | Clerk too prepare all of the documentation to submit to PKF Littlejohn – external auditors.  |
| 13 | CF | Clerk to add required AGAR documentation to WPC website  |
| 14 | CF | Community toilets scheme:<br>CF to conduct research what other councils are doing/level of services and costs.<br>CF to research the actual legal play area requirements re cleaning.<br>CF to discuss requirement with the current contractor<br>Add to June 2025 agenda for further consideration. |
| 15 | CF | Advise WIHF re bench and informal meet/greet   |
| 16 | CF | Advise resident re oak sapling for Tapsells Lane woodland  |
| 17 | CF | Share extract of minutes re Wealden Community Spaces grant application with WDC grant team.  |
| 18 | CF | Update Wadhurst Tennis Club re above matter  |
| 19 | CF | Update Wadhurst Tennis Club re drainage works  |
| 20 | CF | Add to next agenda:<br>St Georges Hall<br>EMR levels<br>Aborweald report re Japanese Knotweed  |
| 21 | CF | Advise ESALC re streetlights legal letter  |
| 22 | CF | Jardin d'Aubers – speak with Mr Hemsley to see if he has contact details for one of the memorials  |
| 23 | PS | To advise CF or CM when the Jardin communication can go on the website and Facebook page   |
| 24 | CF | Update annual leave records re carrying over of leave  |
| 25 | CF | Write to Sussex Police re Rural Crime Surgeries  |
| 26 | CF | Write to resident re nursery enquiry and suggest they contact ESCC   |
| 27 | CF | Write to relatives of the late Mr Turner re plaque for bench   |
| 28 | CF | Write to Sally Bishop re being rep for Northiam Naturally  |
| 29 | CF | Add Cyber Security/Information Technology policy to website and scheme of publication  |
| 30 | CF | Add WPC Terms Of Reference for Working Parties to website and scheme of publication.   |