

## **WESTHAM PARISH COUNCIL**

Minutes of the Full Council Meeting held at 7.00pm on Monday,  
18 November 2024 at The Amenity Hall, Stone Cross School,  
Adur Drive, Stone Cross, BN24 5EF

**Present:** Cllr P Baldwin, Cllr L Comfort, Cllr F Durling, Cllr M Hallett,  
Cllr C Hanson, Cllr A Taylor, Cllr D Upton\*

(\* denotes WDC Councillor)

Also at the meeting: WDC Cllr C Primett

S. Sanders (Clerk)

### **178. Apologies**

Cllr D Axell, Cllr K Farley, Cllr M Fairweather, Cllr R Mayfield

### **179. Declarations of Interest**

None

### **180. Questions from members of the public**

A member of the public asked to speak before Item 6 on the Agenda

### **181. Draft Minutes of the Full Council Meeting held on Monday 21 October 2024 to be agreed and confirmed as a correct record and signed by the Chair of the Meeting**

The Minutes had previously been circulated to Councillors.

The Minutes of the Full Council meeting held on Monday 21 October 2024 were agreed and signed as a correct record by the Chair of the Council

### **Proposed and Seconded**

### **Unanimous decision**

**Resolved: That the Minutes of the Full Council Meeting held on 21 October 2024 be agreed and signed by the Chair of the Meeting**

**182. To receive reports from East Sussex County Councillors and Wealden District Councillors**

East Sussex Councillors Cllr T Liddiard and Cllr D Shing – Non attendance

Wealden DC Cllr M Fairweather had previously sent his report to Councillors

- (i) WDC Councillor Chris Primett updated Councillors on the Local Government Boundary Review that was taking place at Wealden. A need for rebalancing amongst the wards is required due to large developments in certain wards. There will be a strong prerequisite to preserve communities.

The Local Government Boundary Commission for England (LGBCE) is carrying out an Electoral Review of the district ward boundaries for Wealden. The Review has been triggered by an imbalance in electorate numbers in some parts of the District, as a result of household/population growth since the last Review, carried out in 2016.

The Review is currently at the preliminary stage whereby the Council will make an assessment and submission to the LGBCE on the overall size of the Council, i.e. how many district councillors there should be to ensure effective governance arrangements and community representation. The Council Size submission will be considered by Full Council on 20 November.

The Review timetable has not yet been published but there will be a widespread community consultation on warding patterns starting early in the New Year. The LGBCE will be in direct contact with all relevant stakeholders with further details. There will be an initial 10-week consultation (January-March 2025) followed by a further 10-week consultation on the LGBCEs draft recommendations (July-September 2025).

- (ii) Constitutional Review – this is a large piece of work that is ongoing. There will be changes to planning applications with a shorter time for responses. It will make difficulties the consultation and detailed report. Chances for Councillors to query will be limited. Also, there will be changes in the way applications are dealt with.

**183. Grant Funding Applications received by the Council for consideration:**

**(i) Cuckmere Buses**

Recommendation to consider the application for grant funding.

The application had been circulated to Councillors previously. All thought that Cuckmere buses were a worthy cause to support. The funding would support drivers with a new training regime.

**Proposed and Seconded**

**Unanimous agreement**

**Resolved: That grant funding of £150.00 be awarded to Cuckmere Buses**

**184. Proposed allotment site at the Wells Estate, Rattle Road, Stone Cross**

**Wealden DC Section 106 Agreement for allotment plots at the Wells Estate**

Information previously discussed:

The original Section 106 Agreement had been made in 2013. The development of the Wells Estate had finally finished in 2020.

Because of difficulties with the legal agreement from 2020 to 2024 the planned allotments had not been handover to the Parish Council.

Councillors then discussed the S106 agreement and the requirement for the Parish Council to take over a car park as well as the nine plots on the allotment site.

A number of issues would need to be clarified before any decision could be made. These included installing a water connection and security fencing of the

site. A meter would be installed for water usage at the site. The water charge would be paid for by the Parish Council.

The water connection would be installed by South East Water to the edge of the site then a private contractor would be required to carry out the work to install piping and troughs / standpipes.

The developers left the site as a vacant piece of ground without any connections or fencing installed. The lack of these essential items will now take time to source and set up.

Costings have now been found for the initial set up of the allotment site and were distributed to Councillors. These included fencing with either metal or wood with gates and setting up the plots.

South East Water had now been paid to supply initial costings for installing water to the site. These should be back by the November Council meeting. It is estimated costs will be anything between £5k to £8k.

The Clerk informed Councillors that South East Water have sent back an estimate for the installation of water from their side. This would be in the region of £4,000.

Before any installation work can take place there has to be a single connection to the allotment side. The next step would be for your contractor to lay the supply pipe to the boundary of the back edge of the public highway.

the requirements for your pipe work are:

- Point of entry- This is where the pipe enters the building, it must be ducted/insulated as it goes through/under the wall
- Your service pipe within your trench. This must be at a depth of 750 – 1350 mm
- Your Tails- This is your end pipe which should have 1m excess to allow for connection. End should be capped off to prevent contamination

- Stop Tap. This is your internal stop tap. This must be fitted before we are able to undertake the connection works

After a short discussion Councillors decided that groundwork contractors should be contacted to give an estimate for the trench work. South East Water preferred an authorised contractor. When the work is completed photographic evidence is required before connection can take place.

Any further updates will be brought to the January Council meeting. Agreement about the Parish Council acquiring the adjacent car park would also need to be considered by Councillors.

#### **185. Urban Grass Cutting Contract 2025**

**Recommendation – to continue with Option 3 – self delivery of grass cutting in the area and engage an accredited contractor to carry out the verge cutting work in the area**

After a short discussion about the different options of grass cutting and what is most suitable for the area it was decided to carry on with Option 3 – self delivery.

This would mean that nine main cuts would be carried out throughout the Season to the ESCC verges from Golden Jubilee Way to the Castle Wall in Westham. The amenity land and smaller areas would be cut separately.

**Proposed and seconded**

**Unanimous agreement**

**Resolved:**

- (i) **That the recommendation to continue with Option 3 – self delivery of grass cutting in the area**
- (ii) **That Milhams a local contractor would be asked to supply verge grass cutting services for the year 2025**

#### **186. Installation of Lighting on the Parish Council Car Park and pathway (next to Stone Cross School)**

**Recommendation – to accept the proposal for installation of solar lighting on the Parish Council car park, Stone Cross**

Previously the Chair of the Council informed Councillors that lighting in this area would make a great difference to the safety of residents during the dark nights. The car park is well used day and night with people visiting the doctors and the supermarket.

Due to the difficulties of installing electricity in this area solar lighting would be an option and a possibility. A basic survey of the car park would need to be carried out to assess suitability and cost if this project were to proceed. The survey would show how many lamps would be needed and where they could be sited.

At this meeting Councillors were supplied with a quotation, a lighting and illuminance report and drawings and plans. These were studied and suggestions made such as an extra light may be need at another time and could one be added. There would be six lamp posts installed on concrete blocks 1' deep. These would be positioned in the grassed/hedged areas of the car park.

It was decided to go ahead with the solar lighting project and have the lighting installed as soon as possible preferably in the school holidays when the car park is less busy. The work must be finished by February 2025.

It was agreed that the funding for the solar lighting would be taken from CIL funding.

**Proposed and seconded**

**Unanimous agreement**

**Resolved: That the quotation for solar lighting is agreed and the work to be carried out at a convenient date. After the installation, the Council will review the lighting adding a further light if needed.**

**187. Financial Items recommended for approval**

**(i) Reconciliation Reports for September 2024 for approval and resolution**

The reconciliation reports were agreed by Council and signed by the Chair of the Council

**Proposed and seconded**

**Unanimous agreement**

**Resolved: That the reconciliation reports for September 2024 are agreed and signed by the Chair of the Council**

**(ii) Bank Statements September 2024 to be approved**

The bank statements were approved by Council and signed by the Chair of the Council

**Proposed and seconded**

**Unanimous agreement**

**Resolved: That the bank statements for September 2024 are agreed and signed by the Chair of the Council**

**(iii) NALC Pay Agreement for 2024/25 has been agreed and requires agreement by Council to be implemented**

Councillors were satisfied with the pay award and agreed for it to be implemented

**Proposed**

**Seconded**

**Unanimous agreement**

**Resolved: That the NALC Pay Agreement is agreed and implemented**

**188. Extension of sabbatical leave until January 2025 for two Councillors**

After a short discussion by Councillors the extension was agreed with a review of the situation at the February 2025 Full Council Meeting

**Recommendation – to consider extending the sabbatical leave until January 2025**

**Proposed**

**Seconded**  
**Unanimous Agreement**

**189. A22 Active Travel Measures - a verbal update**

A verbal update was given by a Councillor regarding a web meeting they has attended. East Sussex County Council (ESCC) is proposing a package of Active Travel Measures as part of the A22 Major Road Corridor Programme in the Hailsham, Polegate, Stone Cross and Eastbourne.

The active travel measures aim to: Improve active travel connectivity, improve local journeys on foot, wheeling and by bike.

Improve safety for all users. Improve people's health and wellbeing. Help reduce carbon emissions and improve air quality.

These improvements for pedestrians, wheelers and cyclists will be underpinned by various consultations that are taking place from Monday 4 November and Sunday 8 December 2024.

The public consultation in Stone Cross is to be held on Thursday 28 November 2024 between 3.00pm and 7.00pm.

**190. Clerks Monthly update for Councillors**

- (i) Notification of an initial 10 week Electoral Review (of Wealden District Council wards) to be carried out in January to March 2025. This would enable the Council to discuss any anomalies in their wards and make representations to the Boundary Commission
- (ii) Cil Funding – what has been given to the Council in the financial year 2024/25 and how that figure is reached.
- (iii) National Insurance for employers increase. The Clerk explained to Councillors that the increase would have to be borne by the Council as Parish and Town Councils are not directly funded by Central Government.



This will mean an increase of 1.5% to 3.00% in council tax before any other increase in costings can be taken into account.

- (iv) A Councillor has asked for an item for discussion to be put on the agenda regarding anti-social behaviour (ASB).

This has become a problem in the Westham area over the last few months and there seems little to stop it happening currently. The Clerk has said she will speak to the local PCSO and ask when they are available to attend a future meeting.

**191. To resolve to exclude Members of the Press and Public (Public Bodies [Admission to Meetings] Act 1960**

There were no matters to be discussed

**The Meeting closed at 20.40 pm**