

WESTHAM PARISH COUNCIL

Minutes of the Full Council Meeting held at 7.00pm on Monday,
20 October 2025 at The Amenity Hall, Stone Cross School,
Adur Drive, Stone Cross, BN24 5EF

Present: Cllr D Axell, Cllr P Baldwin, Cllr L Comfort, Cllr F Durling, Cllr M Fairweather*, Cllr K Farley, Cllr M Hallett, Cllr C Hanson, Cllr Mayfield, Cllr P Quanstrom, Cllr A Taylor, Cllr D Upton*

(* denotes WDC Councillor)

Also present at the meeting:

WDC Cllr C Primett

S. Sanders (Clerk)

1 member of the public

260. Apologies

ESCC Cllr D Shing, ESCC Cllr N Geary

261. Declarations of Interest

None

262. Questions from members of the public

None

263. Draft Minutes of the Full Council Meeting held on Monday 15 September 2025 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 15 September 2025 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 15 September 2025 be agreed and signed by the Chair of the Meeting

264. To receive and note reports from East Sussex County Councillors and Wealden District Councillors

There were no East Sussex County Councillors present

Cllr C Primett – Wealden District Council

Cllr Primett that Wealden DC was working on the forthcoming draft budget for the year 2026/27. There would be a slight change this year as a Scrutiny Committee would convene to discuss the draft budget and make recommendations.

Cllr M Fairweather – Wealden District Council

Cllr Fairweather informed Councillors about the process of the Local Government Organisation. The District Council were up against a September deadline which proved there was not enough time to debate the options thoroughly.

There were three proposals and Wealden DC did not support any of them. They had no time to scrutinise one of the proposals and there was no prior consultation.

None of the three proposals met the criteria that the Minister had asked for. Also, none of the proposals discussed the debt held by other Councils.

All Councils expect to hear from the government by the end of March 2026 with the next steps for the reorganisation.

265. Financial Items recommended for approval:

- (i) Reconciliation and Financial Expenditure Reports and payment lists for August 2025

The reconciliation reports and payment list for August 2025 previously circulated were agreed by Council and signed by the Chair of the Council
That the Payment List of £19,132.34 for August 2025 is approved

Proposed and seconded

Unanimous decision

Resolved: That the reconciliation report and payment list for August 2025 are agreed and signed by the Chair of the Council

266. Bank Statements for August 2025

- (i) The statements for August 2025 had previously been circulated to Councillors

Proposed and seconded

Unanimous decision

Resolved: That the bank statement for August 2025 is agreed and signed by the Chair of the Council

- (ii) **External Auditors Conclusion of Audit for the year ended 31 March 2025**

Councillors unanimously agreed to note the Conclusion of Audit for the year ending 2025/26 has been received

Proposed

Seconded

Unanimous agreement

- (iii) **Resolved: That the External Auditors Conclusion of Audit for the year ended 31 March 2025 be noted**

- (iv) **NALC Pay agreement for 2025/26 has been agreed and requires agreement by Councillors to be implemented**

It was agreed by Councillors that the pay agreement for 2025/26 be implemented

Proposed

Seconded

Unanimous agreement

Resolved: That the NALC pay agreement for 2025/26 be implemented

- (v) **Councillors to note that the second Precept payment from Wealden District Council has been received**

Councillors unanimously agreed to note that the second Precept payment has been received

Proposed

Seconded

Unanimous agreement

- 267. Recommendation for the following Draft policies to be considered and adopted by Full Council:**

IT Policy September 2025

Data Protection Policy October 2025

Document Retention Policy October 2025

Privacy Policy October 2025

General Privacy Notice September 2025

Privacy Notice for Staff and Councillors September 2025

Email and Internet Usage Policy September 2025

A Councillor asked about the protection of passwords and the complex process of finding strong passwords.

The Clerk said that the IT policy could be deferred to the November Full Council Meeting when the password section could be revisited.

Proposed and Seconded

Majority Decision with 2 against and 2 abstentions

Resolved: That the above policies (except the IT Policy) be adopted from the meeting

268. Recommendation for a Feasibility Study to be carried out by East Sussex County Council on the possibility of installing a pedestrian crossing on Adur Drive adjacent to the Primary School

A Councillor spoke about the issues with traffic on Adur Drive at school morning and afternoon times

There is no Crossing Warden and although there are 20 mile an hour signage and road humps traffic still continued to speed along Adur Drive in the morning

Adur Drive is used as a short cut to avoid the traffic lights at Lion Hill and there is a high amount of traffic using this road, particularly in the morning

The Councillor had enquired with East Sussex Council regarding the feasibility of installing some type of crossing outside Stone Cross Primary School.

Councillors discussed the various measures that could be taken to alleviate the problems

A “school train” could be a possibility which would include closing part of the road. It was decided that the Council would support a feasibility study to install a crossing.

This survey would be carried out by East Sussex County Council and cost around £700.00

Proposed and Seconded

Unanimous agreement

Resolved: That East Sussex County Council would be contacted to carry out a feasibility study to see what could be done to alleviate the traffic problems outside Stone Cross Primary School at morning/afternoon times

269. An update on the decision to have large stones installed instead of fencing for land opposite Butchers Field, Westham

A Councillor suggested that the installation of large stones up to the price of £3,000 or less should be agreed by Council. If the price for installing the stones were over this price then this item should be returned to Council for further discussion.

After an onsite inspection it was clear that the number of boulders/stone required would need to be increased from the original estimate. The cost would be around £8,000. A fencing estimate was also supplied but it was decided by Councillors to source another estimate for a longer fence further forward on this land. This would be presented at the November Full Council Meeting.

270. Wealden Police crime statistics for the Stone Cross, Hankham and Westham area for August 2025

Councillors received an update on the August crime figures for the Parish area.

There were a number of areas that were still causing concern but Councillors would wait and see if the figures lessened in the winter months.

The Clerk said that she would hopefully meet with the local PCSO before the November meeting.

271. Clerks update report on Parish Council grounds maintenance work during the Spring and Summer seasons

The grass cutting throughout the Spring and Summer had gone well. The grass verges have cut monthly by a certified contractor and the amenity areas have been cut by a local contractor.

Tree and hedge work has carried on apace with hedges been cut in Adur Park, Hamble Field and on the pathways throughout the parish area in the last few weeks.

There has been work to trees with TPO's which requires permission from Westham DC to be carried out. Sometimes the work agreed by Wealden DC is

not as much as the tree contractor or resident would require and this has to be negotiated.

The Parish Council will not remove healthy trees if possible but sometimes they may be affecting fences and pathways or generally not thriving.

Overgrown shrubs and hedges are one of the main grounds maintenance issues.

There are a large number of open spaces with large shrubs in the parish area.

These can be between houses or run behind them in long meandering pathways.

To keep these areas clear year on year is expensive and this is reflected in the Councils annual budget.

Regarding the fingerposts in the parish area work is still ongoing to find a contractor that will repair and repaint the original fingerposts.

272. 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 20.35pm