

WESTHAM PARISH COUNCIL

Minutes of the Full Council Meeting held at 7.00pm on Monday,
19 January 2026 at The Amenity Hall, Stone Cross School,
Adur Drive, Stone Cross, BN24 5EF

Present: Cllr D Axell, Cllr P Baldwin, Cllr M Fairweather*, Cllr K Farley, Cllr M Hallett, Cllr C Hanson, Cllr P Quanstrom, Cllr D Upton*

(* denotes WDC Councillor)

Also present at the meeting:

S. Sanders (Clerk)

No members of the public

296. Apologies

ESCC Cllr N Geary, WDC Cllr C Primett, Cllr L Comfort, Cllr F Durling, Cllr R Mayfield, Cllr A Taylor

297. Declarations of Interest

No Councillor declared an interest in the agenda items

298. Questions from members of the public

No questions from members of the public

299. Draft Minutes of the Full Council Meeting 17 November 2025 and the Extraordinary Full Council Meeting on 03 December 2025 to be agreed as a true record and adopted by Council and signed by the Chair of the Council

The Minutes of the Full Council meeting held on Monday 17 November 2025 are agreed and signed as a correct record by the Chair of the Council

Proposed and Seconded

Majority decision – 1 abstention

Resolved: That the Minutes of the Full Council Meeting held on 17 November 2025 be agreed and signed by the Chair of the Meeting

The Minutes of the Full Council meeting held on Wednesday 03 December 2025 were agreed and signed as a correct record by the Chair of the Council. Councillors noted the following addition to the Minutes which was requested by Cllr F Durling on Minutes No 292 that “the visibility entrance to the site is too big” and not that “the visibility at the entrance to the site is not sufficient”

Proposed and Seconded

Majority decision – 1 abstention

Resolved: That the Minutes of the Full Council Meeting held on 03 December 2025 be agreed and signed by the Chair of the Meeting

300. To receive and note reports from East Sussex County Councillors and Wealden District Councillors on matters of interest

No County Councillors present at the meeting

WDC Cllr Fairweather updated Councillors at the meeting on the current situation at Wealden District Council

301. Financial Items recommended for approval:

- (i) Reconciliation and Financial Expenditure Reports and payment lists for October 2025 and November 2025 (Previously circulated to Councillors)

The reconciliation report for October 2025 was agreed by Council and signed by the Chair of the Council.

That the Payment List of £15,891.69 for October 2025 is approved

Proposed and seconded

Majority agreement – 1 abstention

Resolved: That the reconciliation report for October 2025 is agreed and signed by the Chair of the Council

The reconciliation report for November 2025 was agreed by Council and signed by the Chair of the Council.

That the Payment List of £15,875.30 for November 2025 is approved

Proposed and seconded

Majority agreement – 1 abstention

Resolved: That the reconciliation report for November 2025 is agreed and signed by the Chair of the Council

- (ii) Bank statements for October 2025 (Previously circulated to Councillors)
The bank statement was approved by Council and signed by the Chair of the Council

Proposed and seconded

Majority agreement – 1 abstention

Resolved: That the bank statements for October 2025 are agreed and signed by the Chair of the Council

- (iii) Bank statements for November 2025 (Previously circulated to Councillors)
The bank statement was approved by Council and signed by the Chair of the Council

Proposed and seconded

Majority agreement – 1 abstention

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

The Internal Auditors Interim Report – November 2025

The report had previously been circulated to Councillors. The Clerk explained the report and the various comments. The Internal Auditor made four comments which had now been corrected.

Proposed and seconded

Majority agreement – 1 abstention

Resolved: That the Internal Auditors Report is accepted by Council

(iv) INVOICE FOR 25/26 FINANCIAL YEAR from Stone Cross School for payment

Proposed and Seconded

Resolved: That the invoice for payment from Stone Cross School be accepted

302. To agree the draft Budget and Precept for the financial year 2026/27

Councillors were supplied with the Detailed Income and Expenditure by Budget Heading and the Precept 2026/27 requirement.

Details were given to Councillors outlining that there would have to be a small increase due to costs incurred for carrying out grass cutting, tree work, hedge work and lighting maintenance. The increased costs the Council faced were passed on from using outside service providers.

The Council endeavour to make savings where ever possible while carrying out work in the parish but it was noted that there would be no increase in allotment rents.

Also, Councillors agreed that there should be three Ear Marked Reserves (EMR) taken from General Reserves. These should be for Climate Change (£25k) Sustainability conditions (£20k) Stone Cross School costs (£25k). Tree maintenance would have (£10k) added to the existing EMR.

It was explained to Councillors that the Precept for the Financial Year 2026/27 should rise by 3.2% to mitigate inflation rises.

A rise of was 3.2% was recommended to Councillors. This would mean and increase in the Precept for 2026/27 of £5,919.84 totalling a Precept requirement of £190,914.84 (this will be rounded up to £190,915)

This amount was then recommended to Councillors for agreement

Proposed and seconded

Majority agreement – 1 against

Resolved: Agreed that an increase of 3.2% to the Precept for 2026/27 totalling £190,914.84 (this will be rounded up to £190,915)

Resolved: That the draft Budget for 2026/27 and Precept request for £190,915 is agreed

303. Signage to be agreed by Councillors

Duck warning triangle - for a new aluminium post, with 600mm overall width warning triangle,

Car park sign with new posts (if required), 600mm x 400mm, installation and fixings

Adur Park signs – with posts (if required), 1500mm x 1200mm, installation and fixings

Butchers Field sign - posts not required 1500mm x 1200mm installation and fittings

Proposed and Seconded that the new signage goes ahead in the coming year
Unanimous Agreement

Resolved: That the new signage be progressed to be fitted within this year

304. Fields in Trust draft agreement for Castle Bolton

The draft agreement to be agreed and signed off by Councillors. Also updated information from Fields in Trust.

The Clerk informed Councillors that the Fields in Trust newsletter for February 2026 would feature Butchers Field in Westham

Noted: the draft agreement was signed by Councillors

305. Clerks Update

(i) Grass Cutting Contractor for 2026

The contract was proposed and seconded by Councillors
Unanimous Agreement

Resolved: That the grass cutting contract for 2025 for be agreed. The cost is £24,800 for eight cuts through the Spring and Summer months

(ii) Area Crime statistics for November 2025

Noted: The Clerk updated Councillors on the November Crime figures for the parish area

(iii) Planning Appeal for WD/2022/1927/MAO – outline planning application proposing the development of land at Golden Jubilee Way for the erection of up to 250 dwellings with creation of new roundabout access on Golden Jubilee Way and new pedestrian and cycle linkages, at land East of Golden Jubilee Way.

Noted: This letter appeal letter was noted by Councillors

(iv) A letter of Complaint sent to Wealden DC Planning Services - this is regarding Planning Application WD/2025/1738/MAO Sharnfold Farm

Noted: Wealden DC Cllr Fairweather was asked to seek a response from Planning Services

306. 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

