

Minutes of the Annual General Meeting of Wartling Parish Council held at The Reid Hall in Boreham Street on Wednesday 7th May 2025

1. Present

Cllrs K Stevens (Chairman), W Reid, C Paterson and M Shine.

County Councillor Bob Bowdler, District Councillor Mark Fairweather, A Stevens (Clerk) and six members of the public were also in attendance.

2. Apologies for absence

There were no apologies for absence.

3. Election of Chairman

Councillor Shine proposed and Councillor Reid seconded Councillor Stevens for the role of Chairman. Councillor Stevens duly accepted the role.

4. Election of Vice-Chairman

Councillor Stevens proposed and Councillor Shine seconded Councillor Reid for the role of Vice-Chairman. Councillor Reid accepted the role.

5. Minutes of the Last Parish Council Meeting

The draft Minutes of the Full Council Meeting held on 4th March 2025 were read, confirmed as a true and accurate record and signed by the Chairman.

6. Clerk's Report on Matters Arising from those Minutes

All matters arising were covered elsewhere on the agenda.

7. Areas of Responsibility

Councillors were appointed the following areas of responsibility;

Planning	Cllr Stevens
Environment	Cllr Shine
Footpaths	Cllr Reid
Highways	Cllr Shine
Police	Cllrs Paterson
Communication (to include responsibility for both the website and the community distribution list)	Cllr Reid
Speedwatch	Mr Lawrence/All Councillors
Tree Warden	Cllr Paterson

8. To adopt the Standing Orders and Financial Regulations

Councillors resolved to adopt the latest NALC Standing Orders and Financial Regulations which had been distributed to all Councillors before the meeting. Both policies have been updated to include the latest Procurement Act changes.

9. To appoint Councillors to serve as Representatives of the Parish Council on the following bodies.

The following appointments were agreed;

Representative to the Village Hall Trust	Cllr Reid
Wealden District Association of Local Councils	Cllr Stevens
East Sussex ALC Ltd (to attend the AGM)	Cllrs Stevens and Shine

10. To approve the accounts for the financial year to 31st March 2025.

Councillors resolved;

- i. to approve the Annual Governance Statement, the Risk Assessment, the Asset List and the Statement of Internal Control for the financial year to 31st March 2025. It was resolved to write off the laptop (2010) because it has reached the end of its useful life.
- ii. to approve the Accounting Statements for the financial year to 31st March 2025.
- iii. to confirm the dates for the Exercise for Elector's Rights as the 3rd June 2025 and end on the 14th July 2025.
- iv. that they are exempt from an External Audit for the year to 31st March 2025 because the Parish Council's receipts and payments for the year were each less than £25000.

- v. that the following subscriptions and insurance will continue;
Wealden District Association of Local Councils (£15.26)
Society of Local Council Clerks (£30.00)
East Sussex Association of Local Councils (£137.44)
Zurich Insurance (£264.00)
Information Commissioner (£52.00)

		£
vi.	to approve the following payments;	
101085	ESALC Ltd - Subscriptions	137.44
101086	Information Commissioner - Subscription	52.00
101087	Zurich - Insurance	264.00
101088	Peter Frost – Internal Auditor	68.25
101089	A Stevens - Salary - March	420.71
101090	A Stevens - Salary - April	368.31
101091	ESCC - Pension	245.62
101092	Notice Board Repairs	35.33

- vii. the bank signatories will continue to be Councillors Stevens, Paterson, Reid and Shine and the Clerk.
- viii. the Internal Auditor for 2025-2026 will be Peter Frost.
- ix. There was also an update on the Remembrance Day preparations and councillors will consider purchasing more poppies for Remembrance Day at a future meeting nearer the time.

11. Code of Conduct

Councillors **resolved**;

- i. to re-adopt and abide by the Code of Conduct introduced by Wealden District Council under the Localism Act 2012.
- ii. To re-adopt the Civility and Respect Pledge.

12. Meeting Dates for the Ensuing Year

Councillors resolved the meeting dates for 2025 will be the 1st July, 2nd September and 5th November. The meeting dates for 2026 will be confirmed at the next meeting.

13. Planning-

- i. The following planning applications were commented on at this meeting:

WD/2025/0998/CD - Land south of Boreham Hill, Boreham Street, Hailsham - Application for Approval of Details Reserved by Condition 3 attached to WD/2023/2940/MAJ

WD/2025/0685/FA - Oak Lake Farm, Boreham Lane, Wartling, BN27 1RS - Variation/Removal of Conditions 1, 5, 6, 8, 9 & 10 of WD/2023/2557/FA (Variation of Conditions 5 & 13 of WD/2020/1491/F (Proposed construction of a single-storey dwelling) - Black roofing batten finish to change to single ply rubber membrane with a standing seam finish, black vertical cladding to change to dark stained random width timber cladding, glazing over the front entrance door to be split into separate elements, fenestration change of the east elevation, 2 bedrooms changed to single larger bedroom and glazing changed to match the master bedroom glazing) to enable changes to fenestration, hard landscaping and car parking/turning area, and revisions to timescales for planting scheme and biodiversity enhancements.

WD/2025/0921/F - Northfield Cottage, Boreham Hill, Boreham Street, BN27 4SF - Single storey extension.

WD/2025/1088/LB - Yew Tree Cottage, The Strait, Boreham Street, Wartling, BN27 4SF - 1. Painting over the old concrete plaster with a breathable earthborn clay-based paint. 2. Replacing several broken and missing non-porous clay tiles from the sub-flooring 3. Application of a bitumastic covering on the sub-floor.

Wartling Parish Council had no objections to all four planning applications.

In addition Councillors were asked if they had any objections to the mobile phone base station at Boreham Hill Nurseries being increased by 2.5 metres high to 17.5 metres. There were none.

The meeting was suspended.

14. Highways

- i. Councillor Shine asked the Clerk to find out if rumble strips could be fitted in Boreham Lane.
ii. The Clerk said she received a call from Highways to say the grit bin at Wood Lane will be fitted in the next week.

15. Questions from Parish Councillors

There were no further questions from Parish Councillors.

IN VIEW OF THE CONFIDENTIAL NATURE OF THE FOLLOWING ITEM ON THIS AGENDA, THE PRESS AND PUBLIC WERE FOR THE NEXT ITEM EXCLUDED UNDER THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960.

16. Asset Update

Councillor Reid found documents to show that Wartling Parish Council owns the land outside the Village Hall (Title number: ESX185835). Recent issues there have included the presence of dumped vehicles and litter. The Clerk recommended an immediate risk assessment and councillors resolved to consider options such as fencing off and turfing the land at their next meeting. A site visit was also planned for the 8th May.

There was no further business and the meeting concluded at 8.25pm.