



Working for the Community in Rotherfield, Mark Cross, Eridge Green, Boarshead and surrounding areas

MINUTES OF THE MEETING OF THE COMMUNITY & EVENTS COMMITTEE HELD ON TUESDAY 17TH FEBRUARY 2026 AT 19:30 IN THE PARISH COUNCIL ROOM AT ROTHERFIELD VILLAGE HALL

PRESENT

Cllr J Richardson (Chair)
Cllr B Johnstone (Vice-Chair)

Cllr R Harris
Cllr D Hiles
**Non-Committee Member*

Cllr P Snelling
Cllr P Kember*

COUNCILLORS ABSENT

Cllr L Buck

ALSO PRESENT

Cllr J Hulbert (Wealden District Council) and Adam Hardy (Parish Clerk & RFO)

It was **RESOLVED** to appoint Cllr P Snelling to the Community & Events Committee

1. INTRODUCTION OF COUNCILLORS AND OFFICERS

The Councillors and Officers introduced themselves.

2. TO RECEIVE THE FOLLOWING: -

a) Public Forum:

None

b) Apologies for absence (LGA 1972 s85):

Apologies for absence had been received from Cllr Jerry Gosney, Cllr Douglas Johnstone and Cllr Paul Beach.

It was **RESOLVED** that the reasons for these apologies be accepted.

c) Declaration of personal, prejudicial and disclosable pecuniary interests on items on the agenda, and updates to members' register of interests.

None.

d) Approval of the Minutes of the Committee meeting held on the 5th August 2025

It was **RESOLVED** that the minutes were an accurate record and they were signed by the Chair.

e) Clerk's updates on actions from previous meetings.

- Cllr J Richardson reported that no offers had been received to author the winter Parish Newsletter so this fell to the Chair of this Committee and the Clerk.
- Cllr J Richardson also reported that no additional ideas for discussion at this committee had been received.

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Clerk: Adam J Hardy, 3 Trinity Mews, Mill Crescent, Crowborough, East Sussex TN6 2QU
Tel: 07969512099. Email: clerk@rotherfieldparishcouncil.co.uk

Parish Council Website: www.rotherfieldparishcouncil.co.uk Twitter [@rotherfieldpc](https://twitter.com/rotherfieldpc) and on Facebook

f) Receive committee financial report and agree any actions arising.

The financial reported was **NOTED** by the committee.

3. TO CONSIDER AND MAKE RECOMMENDATIONS ON THE FOLLOWING PLANNING APPLICATIONS ON BEHALF OF THE PLANNING & ENVIRONMENT COMMITTEE.

a) WD/2025/2739/F - Bullfinches Farm, Forge Road, Eridge, TN3 9LJ

Conversion of existing building in lapsed combined b1 & b8 use (now defaulted to agricultural) to a residential dwelling c3 use, including changing the roof covering to original plain tiles, cladding the walls with timber weatherboarding and the erection of raised decking. Erection of an agricultural style double garage adjacent. **Amended description.**

It was **RESOLVED** to repeat our recommendation to Wealden District Council that this application be **APPROVED**. The committee had no further comments on the application.

b) WD/2026/0256/FA - Rother House, Station Road, Town Row, Rotherfield, TN6 3HU

Variation of condition 1 of WD/2025/1651/F (demolition of conservatory. Erection single storey rear extension) change of roof from pitched to flat roof with parapet and lantern roof light.

It was **RESOLVED** to recommend to Wealden District Council that this application be **APPROVED**. The committee had no further comments on the application.

4. TO CONSIDER INFORMATION AND MAKE DECISIONS ON ACTIONS AND EXPENDITURE AS REQUIRED REGARDING THE FOLLOWING ITEMS:

i. Discuss and resolve whether to take part in the Lamp Light of Peace 2026 event.

Documents relating to this item had been circulated ahead of the meeting.

It was **RESOVLED** to take part in the Lamp Light of Peace 2026 event. **Clerk** to register the Parish Council and make arrangements with the British Legion for the 11th November 11:00am memorial event.

ii. Discuss and agree arrangements for the Annual Parish Assembly 2026.

The Clerk gave the following update:

- Invites had been sent to all groups and organisations, including the schools, pre-schools and grant recipients.
- The Church has agreed to do the refreshments as in previous years.

The following advertising schedule was **AGREED**:

| Date | Title | Advertising Type |
|----------------|---------------------------|---|
| Mid-March 2026 | Save the date... | A4 Posters, Social Media, Parish Magazine, Parish Newsletter |
| April 2026 | Detailed Poster and Flyer | A4 Posters, A5 Flyers, Social Media, Parish Magazine, Parish Newsletter, Volunteer letter drop. |
| Mid-April 2026 | Large A0 Posters | A0 Posters requested from the signwriters to be positioned throughout the parish. |

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In addition to the above the Clerk will try and arrange for the Chair to speak on Ashdown Radio regarding the upcoming event. **Clerk** to arrange.

Cllr J Richardson requested holding some competitions to be judged at the Parish Assembly. It was **RESOLVED** to have three categories of competition for different age groups all with a theme of Rotherfield Parish.

- 1) Art Competition
- 2) Writing Competition
- 3) Photography Competition

The competitions would be judged by local experts in each field.

It was **AGREED** that the Parish Assembly would include a brief introduction and speech by the Chair of the Council.

It was **AGREED** that the Parish Assembly would include the presentation of one or two Freedom of the Parish awards.

It was **AGREED** that free bacon sandwiches and tea and coffee would be offered. The Parish Council would make an equivalent donation to the church in return for this. The cake stall would remain as before.

It was **RESOLVED** that the event would be named, 'The Parish Get Together – the Annual Parish Meeting'. In the advertising there would be a distinction between font size for the first and second part of the title. **Clerk** to arrange advertising and ensure name is changed accordingly.

iii. Discuss use of funds received from the Rotherfield Twinning Association.

Documents relating to this item had been circulated to Councillors ahead of the meeting.

It was **RESOLVED** to reply to the former Twinning Association that they are happy with the introduction of a planter to commemorate the Twinning but would like the location to be on the grass triangle next to Rotherfield Primary School.

It was **RESOLVED** to fund a plaque as suggested by the former Twinning Association with one slight amendment to the wording.

Clerk to contact the former Twinning Association members and feedback on our decisions.

It was proposed that an event be arranged to mark the installation of this planter and the twinning link with an invite for representatives from St Chéron to attend. **Clerk** to discuss this with former Twinning Association members.

iv. Discuss and review the Parish Newsletter.

It was **AGREED** by the committee that Cllr Paul Snelling would draft the text for the Spring newsletter and will be reviewed by the Clerk and Chair of the Committee. **Clerk** will notify Cllr P Snelling of the deadline.

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5. TO AGREE ON FIVE POINTS FOR THE COMMITTEE MEETING SUMMARY DOCUMENT.

| | |
|-----------|---|
| 1) | The Parish Council is proud to be supporting the Lamp Light of Peace 2026 initiative. |
| 2) | Following the winding up of the Twinning Association, the Parish Council is committed to honouring our twinning with St Chéron. A new planter will be installed in the parish with a commemorative plaque marking the occasion. |
| 3) | The Parish Council remains committed to providing its quarterly newsletter. The spring edition will be drafted by Cllr Paul Snelling. |
| 4) | The Parish Council will be holding the Parish Get Together – Annual Parish Meeting on Saturday 9 th May and this year will be bigger and more varied than ever before. |
| 5) | The Parish Council has been officially informed that East Sussex County Council Elections will now take place on Thursday 7 th May 2026. |

6. TO RECEIVE NOTICE OF THE DATE OF THE NEXT MEETING OF THIS COMMITTEE.

- Tuesday 12th May 2026, at 7:30pm in the Rotherfield Parish Council Room at Rotherfield Village Hall.

7. REPORT DETAILS OF ANY URGENT ISSUES FOR NOTING OR INCLUSION ON FUTURE AGENDA.

- Cllr J Hulbert and the Clerk confirmed that the East Sussex County Council elections were now back on following the latest government reversal. Elections would be held on Thursday 7th May 2026.
- Cllr B Johnstone asked Cllr J Hulbert for any updates on the use of Crowborough Army Camp to house asylum seekers. Cllr J Hulbert provided an update. The Clerk informed Councillors that he had been asked by a representative of the Home Office and Chris Bending (Head of Place – Wealden District Council) to provide contact details for Parish Councillors as the Home Office intends to introduce monthly briefings on the situation at the camp.
- Cllr R Harris asked if Cllr D Johnstone could assess the Recreation Ground Flagpole, as further repairs are required. **Cllr B Johnstone** to pass along the message.
- Cllr B Johnstone and the Committee wished to thank the Council Administrator for the excellent work on the Rotherfield Parish Directory.

Meeting ended at: **8:38pm**

.....Chair.....Date

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