



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

### MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON THURSDAY 30<sup>TH</sup> APRIL 2026 AT 19:30 AT MARK CROSS COMMUNITY CENTRE

#### PRESENT

Cllr Robert Harris (Chair)  
Cllr Beverley Johnstone (Vice-Chair)  
Cllr Paul Snelling

Cllr Benj Cheeseman  
Cllr Peter Kember  
Cllr Janice Richardson

Cllr David Hiles  
Cllr Jerry Gosney

#### COUNCILLORS ABSENT

None.

#### ALSO PRESENT

Cllr Michael Lunn	<i>Wealden District Council</i>
Cllr Bob Standley	<i>East Sussex County Council</i>
Adam J Hardy	<i>Parish Clerk &amp; Responsible Finance Officer</i>

#### 1. TO RECEIVE THE FOLLOWING: -

##### a) Introduction of Councillors & Officers.

The Councillors and Officers introduced themselves.

##### b) Public forum.

None.

##### c) Apologies for absence (LGA 1972 s 85).

Apologies for absence were received from Cllr Paul Turner, Cllr Paul Beach, Cllr Douglas Johnstone, Cllr Emanuelle Holmes-Cutting and Cllr Lucy Buck

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

*Apologies had also been received from Cllr Jessika Hulbert (Wealden District Council) and Cllr Georgia Taylor (Wealden District Council).*

##### d) Declarations of personal, prejudicial, and disclosable pecuniary interests on items on the agenda and updates to members' register of interests.

None.

*Last Updated: Wednesday, 6 May 2026 - 3:21 PM*

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## e) District and County Councillor reports.

Cllr Michael Lunn (Wealden District Council)

- Cllr Lunn reported that Wealden was also preparing for the County Council elections, as their election services would be running the process.
- Cllr Jerry Gosney asked what was supposed to go into the black bins now that the food waste collections had started. Cllr Lunn replied that any waste that does not fit the recycling, food or garden waste criteria should go in the black bin. Cllr Robert Harris asked what percentage of recycling waste ended up being recycled. Cllr Lunn agreed to find out and report back to the Council. **Cllr Lunn** to investigate and feed back to the Council.
- Cllr Lunn reported that despite the introduction of booking at the Jarvis Brook waste site, reports of fly tipping in Wealden have not increased.

Cllr Bob Standley (East Sussex County Council)

- Cllr Standley reminded the Council of the forthcoming County Council Elections to be held on the 7<sup>th</sup> May 2026.
- Cllr Standley reported that the County Council had identified some savings within its 2026/2027 budget.
- Cllr Standley reported to the Council that the SEND White Paper had asked for a review of SEND services and this was being undertaken.
- He reminded us that this would be his last Parish Council meeting as the County Councillor for Rotherfield division, as he is retiring. The Chair thanked Cllr Standley for everything he had done for the parish over his years of service and presented him with a card and a gift.

## f) Minutes of the Parish Council meeting held on Thursday, 26<sup>th</sup> March 2026, for approval as a true record.

It was **RESOLVED** that these were a true record of the meeting and signed by the Chair.

## g) Clerk's update on action items from previous meetings.

- The Clerk reported that the land transfer for the gift of land adjacent to Rotherfield Bowls Club had now been completed.
- The Clerk reported that the CCTV upgrade had now been completed, but the installation of CCTV on the outside of the surgery building was still pending.
- The Clerk confirmed that he had updated the burial fees with new pricing effective from the 1<sup>st</sup> April 2026.
- The Clerk confirmed that the contractor had installed the air bricks in the undercroft of Rotherfield Pre-School.
- The Clerk confirmed that he had contacted both tree surgeons regarding the works required on the Recreation Ground trees.
- The Clerk confirmed that the new licence agreement for the Sport Club's use of the Recreation Ground was now drafted, approved by our solicitors and now with the Sport Club for approval.
- The Clerk confirmed that he had raised the condition of Chant Lane with East Sussex Rights of Way.
- The Clerk reported that he had chased East Sussex Highways regarding the raising of granite setts on Station Road.

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**2. TO RECEIVE AND APPROVE BANK RECONCILIATION AS AT THE END OF MARCH 2026, REVIEW EXPENDITURE AGAINST BUDGET TO DATE AND NOTE OR AUTHORISE PAYMENTS.**

**i Budget, other financial reports, and actions arising.**

The bank reconciliation up until the **31<sup>st</sup> March 2026** was presented for all of the Council's bank accounts.

The Council **NOTED** the budget report up until the 31<sup>st</sup> March 2026

**ii Approval of payments.**

It was **RESOLVED** to approve the following payments:

<b>Invoice/payer details</b>	<b>Ledger code</b>	<b>Cost centre code</b>	<b>Ledger entry description - Max 30 characters</b>	<b>Amount - VAT included where applicable</b>
Rotherfield Sports Club	4340	302	Grounds Maintenance	£388.75
BT Business Broadband	4409	302	Broadband	£52.16
Trooli	4409	302	Broadband	£52.42
Cloudy Group Ltd	4110	101	Rialtas Hosting	£76.56
Veolia	4391	303	Village Hall Bins	£193.68
Phil Ireland	4364	302	Litter Picking	£495.74
Phil Ireland	4252	203	Street Sweeping	£247.86
Rotherfield Village Hall	4125	101	Village Hall Hire	£36.80
Rotherfield Village Hall	4125	101	Village Hall Hire	£97.50
Rotherfield Memorial Institute	4125	101	RMI Hire	£40.00
Mark Cross Community Centre	4125	101	MCCC Hire	£24.00
Eridge Village Hall	4125	101	EVH Hire	£120.00
F Wilson	4117	101	Clerk's Admin Assistant	£994.28
Tollwood Garden Services	4381	303	Hornshurst Burial Ground (1)	£170.00
Tollwood Garden Services	4381	303	Hornshurst Burial Ground (2)	£75.00
Tollwood Garden Services	4341	302	Recreation Ground & V Hall (1)	£130.00
Tollwood Garden Services	4341	302	Recreation Ground & V Hall (2)	£311.25
Tollwood Garden Services	4255	203	Highways (1)	£304.25
Tollwood Garden Services	4255	203	Highways (2)	£49.50
Tollwood Garden Services	4255	203	Highways (3)	£5.00
Tollwood Garden Services	4389	302	Court Meadow Green (1)	£37.50
Tollwood Garden Services	4380	303	Old Burial Ground (1)	£470.50
Tollwood Garden Services	4381	303	Hornshurst Burial Ground (3)	£70.50
Tollwood Garden Services	4250	203	Footpaths (1)	£180.00
Tollwood Garden Services	4389	302	Court Meadow Green (2)	£37.50
Tollwood Garden Services	4341	302	Recreation Ground & V Hall (3)	£49.50
Tollwood Garden Services	4341	302	Recreation Ground & V Hall (4)	£199.75
Tollwood Garden Services	4389	302	Court Meadow Green (3)	£37.50
Tollwood Garden Services	4381	303	Hornshurst Burial Ground (4)	£70.50
Tollwood Garden Services	4389	302	Court Meadow Green (4)	£10.00
Tollwood Garden Services	4258	203	Eridge Station (1)	£35.00
Tollwood Garden Services	4258	203	Mark Cross (1)	£60.00
Tollwood Garden Services	4389	302	Court Meadow Green (5)	£37.50
Tollwood Garden Services	4341	302	Recreation Ground & V Hall (5)	£49.50
Tollwood Garden Services	4381	303	Hornshurst Burial Ground (5)	£78.00
Tollwood Garden Services	4381	303	Hornshurst Burial Ground (6)	£95.00
Tollwood Garden Services	4341	302	Recreation Ground & V Hall (6)	£311.25
Tollwood Garden Services	4255	203	Highways (4)	£304.25
Tollwood Garden Services	4255	203	Highways (5)	£49.50
Tollwood Garden Services	4255	203	Highways (6)	£5.00
Tollwood Garden Services	4389	302	Court Meadow Green (6)	£37.50

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Tollwood Garden Services	4380	303	Old Burial Ground (2)	£470.50
Tollwood Garden Services	4381	303	Hornshurst Burial Ground (7)	£70.50

**Total**     **£6,631.50**

#### Other Payments

Rotherfield St Martin	4110	101	Phone Start Up Invoice	£25.06
TN6 Electrical	4110	101	Broadband Changeover	£150.00
betteridge & milsom ltd.	4113	101	RMI Project Fees	£1,500.00
Tangent Space Ltd	4341	302	Rotherfield Sports Club Project	£456.00
MW Turfcare Partnership	4343	302	Pitch EG Repair	£1,477.50
Rialtas Business Solutions Ltd	4110	101	Rialtas Renewal	£367.20
East Sussex County Council	4220	202	Streetlighting Maintenance & Energy 25/26	£6,979.62
MW Turfcare Partnership	4343	302	Pitch Fertiliser	£576.00
MW Turfcare Partnership	4343	302	Pitch Fertiliser (2)	£926.94
TN6 Electrical	4368	302	CCTV Upgrade	£6,270.00
Newman Business Solutions	4110	101	Printing	£1,332.63
ESALC Limited	4120	101	ESALC & NALC Subs	£1,239.97
K&M Equipment Ltd	4410	302	Village Hall Dishwasher	£3,616.80
Robert Shreeve Associates Ltd	4113	101	RMI Project Fees	£638.40

**Total**     **£25,556.12**

Surgery payments	Ledger code	Cost centre code	Ledger entry description - Max 30 characters	Amount
Sussex Primary Care	4399	305	Surgery Costs	£629.08
Phil Ireland	4405	305	Surgery Windows	£15.00
MPH	4405	305	Damage Repair Work	£883.20
JJ Construction Build Ltd	4405	305	Damage Repair Work	£8,625.60
Tollwood Garden Services	4405	305	Surgery Garden Maintenance	£35.00

**£10,187.88**

Staff Costs - includes Tax, NI, pension and expenses

Total figure reported separately

**£4,938.01**

### iii Note spending and justification of any payments agreed under delegated powers.

None.

### 3. RECEIVE REPORTS, UPDATES & RECOMMENDATIONS REGARDING PERSONNEL

None.

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

#### i. Approval of the Council's DRAFT accounts for the 2025/2026 financial year.

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

It was **RESOLVED** to accept the DRAFT Accounts for the 2025/2026 financial year. These were signed by the Chair and Clerk.

Cllr Jerry Gosney asked for a copy of the DRAFT AGAR to be sent to him. **Clerk** will arrange for a copy of the documents to be sent.

#### ii. Consider and resolve whether to bid for the Catts Inn and Kings Arms to be listed as Assets of Community Value.

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

It was **RESOLVED** that the Clerk begin the process of making the applications to list the public houses as Assets of Community Value.

**iii. Approval of grant applications recommended for payment at the 16<sup>th</sup> April Finance & General Purposes Committee meeting.**

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

It was **RESOLVED** to approve the following grant applications:

Organisation	Amount Requested	Comments
Rotherfield & Mark Cross Bonfire society	£650.00	Carnival -
Rotherfield & Mark Cross Bonfire Society	£600.00	Senior Citizens Lunch - To be classified as a Community Initiative.
Rotherfield St Martin	£1,500.00	
Wealden Citizens Advice	£750.00	
Family Support Work	£1,000.00	
Kent, Sussex, Surrey Air Ambulance Charity	£400.00	
<b>Total:</b>	<b>£4,900.00</b>	

Cllr Paul Snelling abstained from voting as he believed one of the applicants had an excess of funds.

The Clerk explained that Wealdlink Bus Support Grant would be paid later in the year following a presentation of their services.

**iv. Receive an update on the Parish Meeting/Assembly 2026.**

The Clerk reported that everything was organised and that access to the Hall would be available from 8:30am. The Clerk requested that Councillors let him know if they can attend or give apologies for the meeting.

**v. Discuss, review and adopt Rotherfield Parish Council Standing Orders.**

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

It was **RESOLVED** to adopt the Standing Orders effective 1<sup>st</sup> May 2026. **Clerk** to update website.

**vi. Discuss and agree further actions regarding possible lighting improvements at the slip road off the A267 by Pennies Nursey.**

It was **AGREED** that this item would be held over until the next Highways, Lighting & Transport Committee meeting. **Clerk** to add item to the 9<sup>th</sup> June 2026 Highways, Lighting & Transport Committee meeting agenda.

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**5. RECEIVE UPDATE ON THE ROTHERFIELD MEMORIAL INSTITUTE.**

The Clerk reported that everything was proceeding well at the Institute. An asbestos report is required before contractors can submit a tender document. The report has been received but the Management Committee have not received it yet

**6. RECEIVE UPDATE ON THE MARK CROSS COMMUNITY CENTRE.**

The Clerk reported that all was well at the Community Centre. Cllr Beverley Johnstone asked if we could arrange for the tables to be cleaned. **Clerk** to approach the contractor.

**7. RECEIVE UPDATE ON THE ROTHERFIELD SURGERY BUILDING.**

The Clerk reported that repairs to the surgery building were now underway, and the electricians would be finishing over the weekend. A cash settlement had been agreed with the insurers.

The new CCTV system will be installed over the weekend.

The Clerk reported that we had received the final quote for the supply and installation of an automated door at the surgery building.

The Clerk reported that Sussex Primary Care (SPC) had not yet implemented the new rent increase or agreed on back rent. **Clerk** to chase SPC.

**8. RECEIVE AN UPDATE ON THE ROTHERFIELD PRE-SCHOOL BUILDING.**

The Chair reported that the air blocks and grilles had been fitted in the undercroft, and it had dried out very well. The heating had been repaired and serviced by Metcalfe Plumbing and Heating.

**9. TO NOTE MINUTES OF COMMITTEES PUBLISHED SINCE THE PREVIOUS COUNCIL MEETING.**

Date	Meeting
7 <sup>th</sup> April 2026	Highways, Lighting & Transport Committee Meeting
16 <sup>th</sup> April 2026	Finance & General Purposes Committee Meeting

**10. TO RECEIVE OTHER REPORTS AND CONSIDER ACTIONS ARISING FROM THEM.**

**a) Meetings attended on behalf of the Parish Council.**

- The Clerk reported that he had attended the Village Hall Committee Meeting. The Chair said that he had received some representations regarding the hire fees of the Village Hall. The Clerk confirmed the committee were aware of these, and discussions/revisions were ongoing. The Clerk gave an update on the Raise the Roof Project.
- Cllr Robert Harris reported that he had met with Pete Ford regarding the forthcoming drainage works at the Recreation Ground. The Sport Club will be approaching the Council with a request for a contribution towards the cost of the project.
- Cllr Paul Snelling reported that he had been contacted by the Deer Warden about the increase in deer collisions on the A267 and other roads. It was **AGREED** that an article would feature in the next parish newsletter and the profile of collisions raised on social media.

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## b) Clerk's updates and issues.

The Clerk reported that all his updates had been covered in the meeting.

### 11. TO RECEIVE DETAILS OF INCOMING CORRESPONDENCE.

- The Clerk reported that he had received correspondence from the new Town Councillor with responsibility for Twinning in Saint-Chéron. It was **AGREED** that a meeting would be arranged with our colleagues on the Saint-Chéron Council. **Clerk** to arrange meeting and add an item to the 12<sup>th</sup> May 2026 Community & Events Committee agenda.
- The Clerk reported that he had received a copy of the Minutes of the Wealden District Council Association of Local Councils meeting held on the 8<sup>th</sup> April 2026. These had been circulated to Councillors and included information on the disposal of assets from Wealden District Council when devolution comes into effect.

### 12. TO RECEIVE INSPECTION REPORTS AND RECREATION & BURIAL UPDATES.

Date	Inspection Report	Comments
15 <sup>th</sup> April 2026	Parish Cemetery	Nothing to report
15 <sup>th</sup> April 2026	Old Burial Ground	The bench still needs to be installed. <b>Clerk</b> to arrange delivery of bench.
15 <sup>th</sup> April 2026	Court Meadow Green	Nothing to report.
15 <sup>th</sup> April 2026	Playground	Nothing to report.
15 <sup>th</sup> April 2026	Recreation Ground	The grass bins are full, and the ground conditions are probably dry enough for them to be emptied
15 <sup>th</sup> April 2026	REACT and Storage Container Box	Nothing to report.
15 <sup>th</sup> April 2026	Scout Hut and Pre-School Buildings	Nothing to report.
15 <sup>th</sup> April 2026	Village Hall and Car Park	One of the bollards protecting the pipes behind the Village Hall has been hit by a vehicle and needs resetting. <b>Clerk</b> to arrange for contractor to make repairs.

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**13. TO AGREE ON FIVE POINTS FOR THE COUNCIL MEETING SUMMARY DOCUMENT.**

1)	The Parish Council thanked Cllr Bob Standley for his many years as County Councillor representing part of the Parish.
2)	The Parish Council considered and approved the DRAFT accounts for the 2025/2026 financial year.
3)	A meeting had been held with the Deer Warden regarding the increasing number of Deer Collisions. Please can all residents be Deer Aware when travelling around the parish.
4)	The Parish Council were delighted to receive a letter from the newly elected council of Saint-Chéron who are keen to revitalise the twinning between their town and our parish. Further meetings will be held to explore this.
5)	The Parish Council are pleased to recognise the importance of the Kings Arms and Catts Inn to our community by beginning the process to formally list them as Assets of Community Value.

**14. TO RECEIVE DATES FOR FORTHCOMING MEETINGS.**

Date	Meeting	Venue
9 <sup>th</sup> May 2026	Annual Parish Assembly/Meeting	Rotherfield Village Hall <b>10:00am – 12:00pm</b>
12 <sup>th</sup> May 2026	Planning & Environment Committee	Rotherfield Village Hall
12 <sup>th</sup> May 2026	Community & Events Committee	Rotherfield Village Hall
28 <sup>th</sup> May 2026	Parish Council Meeting including the Annual Meeting of the Council.	Rotherfield Community Hub (Memorial Institute)
2 <sup>nd</sup> June 2026	Planning & Environment Committee	Mark Cross Community Centre <b>7:45pm</b>
9 <sup>th</sup> June 2026	Highways, Lighting & Transport Committee	Rotherfield Community Hub
23 <sup>rd</sup> June 2026	Planning & Environment Committee	Rotherfield Village Hall
25 <sup>th</sup> June 2026	Parish Council Meeting	Mark Cross Community Centre

*All meetings are at 7:30 pm unless otherwise stated.*

**15. REPORT DETAILS OF ITEMS AND ISSUES NOTIFIED TO THE CLERK IN ADVANCE OF THE MEETING FOR INVESTIGATION, FURTHER ACTION OR FOR FUTURE AGENDA.**

- Cllr Gosney asked if the council was aware that any remedial work on Sheriffs Lane or Yew Tree Lane was due to take place following its use as a shortcut during the A267 road closure. The Clerk replied that he had not been informed of any works, but he will follow this up. **Clerk** to contact SGN and East Sussex Highways for an update.
- Cllr Robert Harris reported that a bollard outside the Mark Cross Community Centre had been knocked over and ripped out of place. Clerk to arrange repairs.

Chair declared the meeting closed at: **9:05pm**

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

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