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 27TH AUGUST 2026 AT 7:30PM
AT ERIDGE VILLAGE HALL

PRESENT

Cllr Robert Harris (Chair)
Cllr Bevereley Johnstone (Vice-Chair)
Cllr Janice Richardson
Cllr Paul Beach
Cllr Georgina Frowde
Cllr Douglas Johnstone

COUNCILLORS ABSENT

None

ALSO PRESENT

Christian Mills	*Associate Member*
Adam J Hardy	*Parish Clerk & Responsible Finance Officer*
Cllr Georgia Taylor	*East Sussex County Councillor*
Members of the Public	**16**

1. TO RECEIVE THE FOLLOWING: -

a) Introduction of Councillors & Officers.

The Councillors and Officers introduced themselves.

b) Public forum.

Members of the public raised the following issues:

- Crossing the A26 to access the 29 Bus.
- Conditions of the Bus Shelters along the A26, including suitable lighting.
- Speed of traffic along the A26
- Pavements from Forstal to Bunny Lane.
- Pedestrian signage promised by East Sussex Highways never appeared on the A26.
- Lack of signage for Groombridge Lane and Eridge Station.
- A feeling of isolation from local government for the people of Eridge.

It was **AGREED** that the Clerk would prepare an information pack for Eridge Residents on which stakeholders to raise issues with regarding the A26. The council will also follow up on issues raised. **Clerk** to raise reports regarding the above with various stakeholders.

Members of the public also raised the idea of a Community Governance Review to examine Parish boundaries. Cllr Robert Harris replied that the Council will assist with preparation if approached by residents.

Cllr Robert Harris thanked the residents for attending the meeting, and it was great to see so many residents present.

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Parish Council Website: www.rotherfieldparishcouncil.gov.uk **and on Facebook**

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

Apologies for absence were received from Cllr Paul Turner, Cllr Paul Snelling, Cllr Peter Kember, Cllr David Hiles, Cllr Lucy Buck, and Cllr Benj Cheeseman.

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

Apologies had also been received from Cllr Michael Lunn (Wealden District Council & East Sussex County Council) and Cllr Jessika Hulbert (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.

e) District and County Councillor reports.

Cllr Michael Lunn (East Sussex County Council and Wealden District Council) had sent a report to Councillors ahead of the meeting.

Cllr Georgia Taylor (East Sussex County Council)

- Cllr Georgia Taylor reported that the new administration at East Sussex County Council was starting to make changes.
- Cllr Georgia Taylor wanted to hear residents' views on the A26 Corridor, which is coming up later in the meeting.

f) Minutes of the Parish Council meeting held on Thursday, 23rd July 2026, for approval as a true record.

The Clerk reported that this item had been placed on the agenda in error.

g) Minutes of the Extraordinary Parish Council meeting held on Tuesday. 4th August 202, for approval as a true record.

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

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

- The Clerk reported that the website had been updated following the co-option and Wealden District Council had been notified of Cllr Georgina Frowde's appointment.
- The Clerk reported that he had drafted a press release regarding the changes to the NPPF and Wealden District Council's role as the determining authority.
- The Clerk confirmed that he had arranged for a meeting of the new Rotherfield St Martin Service Level Agreement Working Group. They will meet on Tuesday, 1st September 2026.
- The Clerk confirmed that payment of the Bus Support Grant to Wealdlink is included in the pay run for this meeting.
- The Clerk confirmed that he had sent the agreed response regarding the Definitive Map Modification Order for Public Footpath 88. Subsequently, East Sussex Highways has received objections from residents; therefore, the modification will be decided by the Secretary of State.
- The Clerk reported that he had notified the Bonfire Society of their successful grant application to renew their insurance.
- The Clerk confirmed that he had contacted East Sussex Fire & Rescue for some media information to promote their Home Safety Visits.

2. TO RECEIVE AND APPROVE BANK RECONCILIATION AS AT THE END OF JULY 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 **31st July 2026** was presented for all of the Council's bank accounts.

The Council **NOTED** the budget report.

Ii Approval of payments.

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

Invoice/payer details	Ledger code	Cost centre code	Ledger entry description - Max 30 characters	Amount - VAT included where applicable
Rotherfield Sports Club	4340	302	Grounds Maintenance	£388.75
Trooli	4409	302	Broadband	£55.00
Cloudy Group Ltd	4110	101	Rialtas Hosting	£76.56
Veolia	4391	303	Village Hall Bins	£247.27
Phil Ireland	4364	302	Litter Picking	£252.27
Phil Ireland	4252	203	Street Sweeping	£504.53
Rotherfield Memorial Institute	4125	101	RMI Hire	£44.00
F Wilson	4117	101	Clerk's Admin Assistant	£815.87
Tollwood Garden Services	4258	203	Planters (1)	£30.00
Tollwood Garden Services	4389	302	Court Meadow (1)	£37.50
Tollwood Garden Services	4341	302	Village Hall & Rec (1)	£49.50
Tollwood Garden Services	4389	302	Court Meadow (2)	£10.00
Tollwood Garden Services	4258	203	Eridge Station (1)	£90.00
Tollwood Garden Services	4255	203	Highways (1)	£237.00
Tollwood Garden Services	4389	302	Court Meadow (3)	£37.50
Tollwood Garden Services	4341	302	Village Hall & Rec (2)	£199.75
Tollwood Garden Services	4341	302	Village Hall & Rec (3)	£80.00
Tollwood Garden Services	4258	203	Planters (2)	£30.00
Tollwood Garden Services	4381	303	Hornshust Burial Ground (1)	£70.50
Tollwood Garden Services	4250	203	Footpaths (1)	£250.00
Tollwood Garden Services	4380	303	Old Burial Ground (1)	£50.00
Tollwood Garden Services	4389	302	Court Meadow (4)	£37.50
Tollwood Garden Services	4341	302	Village Hall & Rec (4)	£49.00
Tollwood Garden Services	4258	203	Planters (3)	£30.00
Tollwood Garden Services	4360	302	Allotments (1)	£70.00
Tollwood Garden Services	4380	303	Old Burial Ground (2)	£470.50
Tollwood Garden Services	4255	203	Highways (2)	£304.25
Tollwood Garden Services	4255	203	Highways (3)	£5.00
Tollwood Garden Services	4255	203	Highways (4)	£49.50
Tollwood Garden Services	4389	302	Court Meadow (5)	£37.50
Tollwood Garden Services	4381	303	Hornshust Burial Ground (2)	£70.50
			Total	**£4,679.75**
			Other Payments	
Newman Business Solutions Ltd	4110	101	Paper	£276.00
betteridge & milsom ltd.	4113	101	RMI Project Fees	£900.00
Rotherfield & Mark Cross Bonfire Society	4156	102	R&MC Bonfire Society Insurance	£1,162.83

Paul Turner	4321	301	Basket Ball Hoop Expenses	£35.44
Geoxphere Ltd	4110	101	Parish Online Annual Sub	£159.60
Agrifactors (Southern) Ltd	4343	302	Rotherfield Pitch gravel bands	£15,408.00
Robert Shreeve Associates	4113	101	RMI Project Fees	£686.40
PV Environmental Surveys Ltd	4113	101	RMI Asbestos Removal	£2,580.00
Wealdlink	4394	203	Bus Service Support Grant	£1,750.00
Wealden District Council	4256	203	Dog Bins April 26 - June 26	£549.00
Wealden District Council	4363	302	Dog Bins April 26 - June 26	£183.00
M&A Brown & Sons LTD	4343	302	Sports Club Tractor	£5,299.00
Janice Richardson	4110	101	Meeting Refreshments	£36.15
			Total	**£29,025.42**

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
Tollwood Garden Services	4405	305	Surgery Grounds Maintenance	£60.00
				£704.08
Staff Costs - includes Tax, NI, pension and expenses			Total figure reported separately	**£4,927.17**
			Total Unity Payments:	**£38,632.34**

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

None.

3. RECEIVE REPORTS, UPDATES & RECOMMENDATIONS REGARDING PERSONNEL

Cllr Janice Richardson reported that she and the Clerk had met to discuss his appraisal, and new targets for next year were now being drafted for approval. A further update will follow at the October Parish Council Meeting.

The Clerk reported that the NALC Pay Award for 2026 (effective April 2026) had now been approved, and backdated pay and the new hourly rate will be processed at the September Parish Council Meeting.

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

i. Receive a presentation following a Stakeholder Engagement with the Department for Transport regarding the A26 corridor from Lewes to Tunbridge Wells.

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

The Clerk gave a presentation on the recent Stakeholder Engagement meeting. The draft feasibility study had identified four areas in the Eridge part of the A26.

1) Groombridge Lane
2) Sham Farm Lane
3) Estate Yard
4) Bunny Lane /Broadwater Forest Lane

The following suggestions have been put forward as potential options:

1) A26 / Groombridge Lane speed and junction awareness - Road markings / surface treatments to indicate the presence of the junction and address issues with excessive vehicle speeds.
2) A26 / Groombridge Lane speed limit reduction - Reduce speed limit along the section in the vicinity of the junction to improve safety
3) A26 / Estate Yard bend and access awareness, coupled with speed limit extension - Extend the existing 40mph speed limit north to include the access to Estate Yard and the pair of bends just beyond. Install vehicle activated signage and new / revised / refreshed signs and markings in the southbound direction to encourage lower speeds and increase awareness of the bend in road and the access to Estate Yard, reducing the potential for conflicts.
4) A26 / Bunny Lane / Broadwater Forest Lane speed and junction awareness - Road markings / surface treatments to indicate the presence of the junction and address issues with excessive vehicle speeds.

Cllr Robert Harris reassured residents that the Parish Council will be lobbying for all of these locations and measures to be included in the improvement scheme. Cllr Georgia Taylor supported this. Cllr Robert Harris added that when the time came it would also seek the support of residents to lobby for these measures.

ii. Discuss and resolve Parish Council support for a petition from New Road Residents to East Sussex County Council regarding the New Road/South Street junction in Rotherfield Village

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

It was **RESOLVED** to support the petition from New Road Residents to East Sussex County Council. **Clerk** to notify petition organisers.

The Clerk reported that he had received correspondence to say that unfortunately, Brian Smith of Warren Drives had passed away. The company is still trading and the meeting to quote for the installation of the bollards will go ahead. It was **AGREED** that a card of condolence would be sent to Brian's family.

iii. Receive an update and agree further actions with regard to the Rotherfield Village Pump Track project and Land adjacent to Rotherfield Village Recreation Ground.

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

The Chair reported that it was hoped the fencing of the gifted land would be completed shortly and that it was planned to hedge the boundary in October/November this year. Cllr Beverley Johnstone asked if we had investigated any grant opportunities for the hedging. The Clerk agreed to investigate funding opportunities for native species hedging. **Clerk** ton investigate and report back to Councillors.

The Clerk updated the Council on the progress of the planning application. Preliminary advice from Wealden District Council had indicated that an Ecological Study would be required. The Planning Agent should be providing options for pursuing this. **Clerk** to chase planning agent.

5. RECEIVE AN UPDATE ON THE ROTHERFIELD MEMORIAL INSTITUTE.

Cllr Beverley Johnstone reported that the Council had submitted the documentation required for the funding bid by the deadline. We are now waiting on a response from Wealden, who have acknowledged our request.

Cllr Beverley Johnstone confirmed that she had written to the Rotherfield Trust to update them on the project and the Wealden District Council funding bid.

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

The Clerk reported that the Smoke Detector at the Community Centre has been going off, indicating a low backup battery. The Clerk has arranged for this to be replaced, but a scaffolding tower was required due to its height.

7. RECEIVE AN UPDATE ON THE ROTHERFIELD SURGERY BUILDING.

The Clerk reported that he had received notification that Sussex Primary Care would be paying the back rent and new monthly amount from September 2026.

The Clerk advised the Council that correspondence had been received requesting the Council's consent to use the Rotherfield Surgery building at weekends for an IV clinic in the community. It was **AGREED** that this was an excellent use of the building during the weekend. The Clerk advised that we would need to inform residents who currently park in the Surgery Car Park during the day at weekends that space would no longer be available. Sunday morning parking for church can still be supported. **Clerk** to prepare a notice for residents regarding weekend parking at the Surgery. **Clerk** to confirm with Sussex Primary Care the start date of the IV clinics.

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

The Clerk reported that he had received correspondence from the pre-school requesting permission to install a keypad lock on the internal door for additional safeguarding. It was **AGREED** that the lock could be installed.

9. RECEIVE AN UPDATE ON EMERGENCY PLANNING.

Nothing to report.

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

- 18th August 2026 – Highways, Recreation & Cemeteries Committee Meeting.
- 25th August 2026 – Planning & Environment Committee Meeting

11. TO RECEIVE OTHER REPORTS AND CONSIDER ACTIONS ARISING FROM THEM.

a) Meetings attended on behalf of the Parish Council.

- Cllr Georgina Frowde and Associate Member Christian Mills held a meeting with Rotherfield St Martin.

b) Clerk's updates and issues.

- The Clerk reported that he had shared correspondence regarding the 2027 Town/Parish Council elections. The Wealden District Council proposes that the next Council term last for five years rather than four.
- The Clerk informed Councillors that he was still drafting the media release regarding the National Planning Policy Framework (NPPF) changes. A draft has been circulated to councillors concerned for initial review.

12. TO RECEIVE DETAILS OF INCOMING CORRESPONDENCE.

- The Clerk reported that he had received correspondence from Rotherfield Sports Club regarding vehicles on the Recreation Ground and requesting the Parish Council review its position on this matter. **Clerk** to add an item to the 17th September Parish Council meeting agenda.
- The Clerk informed Councillors that he had received correspondence from a resident of South Street objecting to the Parish Council's plans to install bollards on the junction of South Street and New Road.

13. TO RECEIVE INSPECTION REPORTS AND RECREATION & BURIAL UPDATES.

Date	Inspection Report	Comments
20th August 2026	**Parish Cemetery**	Grave decorations continue to be scattered by wildlife. For environmental and wildlife protection should we consider prohibiting plastic flowers and decorations? The bin contractors fail to put the bin back in the bin store.
20th August 2026	**Old Burial Ground**	Fence post broken in bottom right hand corner on boundary with neighbouring property off Church Road. It will be difficult to put a spur in as it is between a grave edging and a retaining wall.
20th August 2026	**Court Meadow Green**	Nothing to report.
20th August 2026	**Playground**	Previously reported - the bolt holding the rope needs replacing. Cllr Douglas Johnstone reported that we need to get a repair from Wickstead. **Clerk** to arrange a replacement.
20th August 2026	**Recreation Ground**	Nothing to report.
20th August 2026	**REACT and Storage Container Box**	Nothing to report.
20th August 2026	**Scout Hut and Pre-School Buildings**	Security light permanently on above the door to the Scout Hut.
20th August 2026	**Village Hall and Car Park**	The previously reported pothole still needs repairing
20th August 2026	**Pump Track Field**	Nothing to report.

N/A	**Allotments**	*No report provided this month.*

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

1)	The Council was pleased to share a presentation on an early stage feasibility A26 Improvement Scheme that has been prepared by the Department for Transport and East Sussex County Council.
2)	The Parish Council would like to thank all residents who attended today's meeting especially those from Eridge who came to share their concerns and ideas.
3)	The installation of solar lighting in the bus shelters at the Forstal in Eridge will be begin shortly.
4)	The Parish Council is pleased to support Eridge residents by providing a pack of information and contacts for reporting issues with the A26 to East Sussex County Council and Highways.
5)	The Parish Council voted to formally support a petition to East Sussex County Council from Rotherfield residents regarding parking on the junction of New Road & South Street in Rotherfield Village.

15. TO RECEIVE DATES FOR FORTHCOMING MEETINGS.

Date	**Meeting**	***Venue***
15th September 2026	Planning & Environment Committee	*Rotherfield Village Hall*
17th September 2026	Parish Council Meeting	*Rotherfield Community Hub (Memorial Institute)*
6th October 2026	Planning & Environment Committee	*Rotherfield Village Hall*
13th October 2026	Highways, Recreation & Cemeteries Committee	*Rotherfield Community Hub (Memorial Institute)*
27th October 2026	Planning & Environment Committee	*Rotherfield Village Hall*
29th October 2026	Parish Council Meeting	*Eridge Village Hall*

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

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

- Cllr Robert Harris asked if anything had been received from the Bonfire Society regarding their plans for the Recreation Ground on Carnival Day. The Clerk reported that nothing had been received so far. **Clerk** to contact Bonfire Society for an update.
- Cllr Paul Beach asked if we had heard any more from East Sussex Highways regarding the trees on the junction of Bletchinglye Lane. **Clerk** to chase East Sussex Highways.
- Associate Member Christian Mills asked if we had received a response from South East Water regarding the new pipeline to Bewl Reservoir. The Clerk reported that he had received an update from South East Water that he would share with Councillors.
- Cllr Georgina Frowde raised the issue of abandoned vehicles around Eridge Station. The Clerk asked for photographs to be shared with him, and he will report to the authorities.
- Cllr Janice Richardson asked if we could get the planter filled so that it can be planted up. It was **AGREED** that the planter should have some spoil placed in the base, followed by soil placed on top. **Cllr Robert Harris & The Clerk** to arrange filling of the planter ready for planting.

Chair declared the meeting closed at: **9:17pm.**

…… Chair…… Date

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