



BUXTED

PARISH COUNCIL

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7th May 2025

The Chairman and Members of the Council,

NOTICE OF MEETING

You are summoned to attend the meeting of Buxted Parish Council to be held on Tuesday 13th May 2025 in St Mary's Church Hall, Church Road, Buxted directly following the planning committee meeting.

The public have a right and are welcome to attend and at the discretion of the Chairman, members of the public may ask questions prior to the commencement of the business proper. Any Police update will be given at this point.

AGENDA

- 1 Election of Chairman of the Council for the forthcoming year**
- 2 Signing of Declaration of Acceptance of Office by the new Chairman**
- 3 Election of Vice Chairman of the Council**
- 4 To receive all Councillors Acceptance of Office & Declaration of Interest (if amended)**
- 5 Apologies for absence**
- 6 Declarations of members' interests in respect of items on this agenda**
- 7 Minutes of the 8th April 2025 meeting (previously circulated) to be confirmed and signed**
- 8 ESCC/WDC report**
Clearance of drains on A272 from Buxted through to Coopers Green
- 9 Appointment of Members to Committees**
- 10 Annual Governance and Accountability Return for financial year 2024-2025.**
 - 10.1. To receive the internal audit report for financial year ending 31.3.25 from Mulberry Local Authority Services.**
 - 10.2 For members to note that there were no recommendations or points to carry forward from the internal audit examination/report (for financial year ending 31.3.25 from Mulberry Local Authority Services).**
 - 10.3 For members to receive the signed Annual Internal Audit Report 2024-2025 (page 3 of the Annual Governance and Accountability Return Form 3 for Local Councils) from Mulberry Local**

Authority Services.

10.4 For members to receive: Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return.

10.5. Section 1 – Annual Governance Statement 2024-2025: for members to acknowledge their responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. To review and approve the assertions (page 4 of the Annual Governance and Accountability Return) and agree for the Chair and Clerk to sign the form.

10.6 Section 2 – Accounting Statements 2024-2025: to receive and approve the signed (income and expenditure) Accounting Statements from the Responsible Financial Officer and approve for the Chair to sign the form (page 5 of the Annual Governance and Accountability Return).

11 Review and Adoption of amended NALC Standing Orders

12 Outstanding matters – For Information Only unless otherwise stated:

- Mobile Phone Coverage
- Public footpaths
- Trees
- Road Safety
- Wealden Local Development Framework – Local Plan – Update
- Property issues
 - **Buxted Recreation Ground** – Cllr Humphrey update following meeting with drainage engineer
 - **High Hurstwood Recreation Ground** – extend groundsman duties to cover High Hurstwood Recreation Ground on a fortnightly basis
 - **High Hurstwood Recreation Ground** – permission by nursery to erect a permanent low fence to the rear of the hall
- Communications Matters: Website

13 Correspondence – as listed and subsequently updated and circulated at the meeting

14 Committee meetings

15 Finance: (i) To approve the payment list for May 2025 ii) To receive the bank reconciliations for April 2025 iii) To receive RBS finance reports April 2025 iv) consideration of annual Parish Council insurance quote v) To note the continued subscription for 2025-2026 to ESALC, NALC and SLCC

16 Reports on other meetings attended by members

17 Members questions

18 Announcements – a) Chairman of the Council; b) Clerk to the Council

Date of next meeting – Next meeting 10 June 2025 Five Ash Down Village Hall



R Macklen, Clerk to the Council

Copy to ESCC Cllr R Galley, WDC Cllr Shaw

DATE RAISED	CASE NO	DESCRIPTION	OPEN/CLOSED RESOLUTION
2003	HED000607	Overgrown hedge at Heatherwode Farm	Ongoing since 2023. Highways Enforcement have sent out notices which expired in December 2024. A further notice is to be issued week beginning 20 th January. 13/2/25 – clerk chased – was notice issued? Has it lapsed? 25/02/25 – Highways confirm hedge has still not been cut . Referred to relevant team for further action. 03/04/25 – Confirmation from Highways, hedge will be cut in 28 working days.
November 2024	EA007FRAMFIELD	Culvert, Framfield Road, Buxted	ONGOING Collapsed drainage leading to culvert. Reported sometime ago. Highway advised works need planning and extensive repair. 19/3 – Highways contacted PC to advise Structural Team will contact PC to arrange a site meeting likely to be in April.
04/02/25	THF003389	Width of footpath between Limes Lane and Pound Green Lane – request to cut back and uncover footpath	ONGOING 10/02/25 – Highway Steward has inspected and does not consider works are needed at this time but would keep an eye on it. 14/02/25 – Raised with Cllr Galley at meeting. He is raising this issue again with Highways. March 25 - Issue now CLOSED after work carried out by Cllr Furber 01/04/25 – Highways confirmed job is now scheduled!
17/02/25	CCY000737	Broken away tarmac (50cm) in Framfield Road/Limes Lane outside KSV and bollard fallen over	REOPENED 20/02/25 – ESCC Highways do not consider work is necessary at this time but would continue to monitor – Raise again with Highways. 17/3 – Highway Steward revisited. Road still does not meet criteria, but bollard will be replaced.
01/04/25	SIG001838 SIG001838	Outside of 4 Cherry Garden Cottages, Royal Oak Lane, High Hurstwood	CLOSED 30mph signs One fallen into the hedge One twisted 29/04/25 – confirmation from Highways this work has now been completed.
10/04/25	GEN013743	7 Millwood Lane - sewerage leak coming from a domestic	CLOSED 10/04/25 – Highways commented the

		sewerage plant believed to be contaminating ditch and highway	sewerage is the responsibility of Southern Water 14/05/25 – PC disputed this as Under section 163 of the Highways Act 1980. They can and should take action on someone allowing water to be discharged on to the public highway 16/05/25 - Highway Steward has attended site and raised for ditch culverts to be unblocked; the works are scheduled to take place the following day.
24/05/25	SLO000572	Blocked drains on Buxted High Street	ONGOING 29/04/25 - Highway Steward has identified the blockages and has scheduled a job to remove water and any excess debris. Additionally, we will conduct a CCTV inspection to check for any breaks or blockages in the pipelines and will use jetting if necessary.
25/04/25	DGD005639	Drains on the A272 between the end of the houses (from Buxted) and Buxted Primary School on the A272 Parish Council has walked this stretch and has noted 4 drains in a row that appear to be blocked	CLOSED 28/4/25 – Highway Steward inspected No works required
28/05/25	DGD005645	This blocked gully pot is 60m west of Coopers Green traffic lights on A272.	CLOSED 30/04/25 – Highway Steward inspected. No works required. Later informed this is due to be cleared!
02/05/25	HED004155	Overgrown hedge, Middlefield House, Gordon Rd, Buxted	Highway Steward inspecting

Ionides Trust Update 13th May 2024 following Ionides AGM:

- 1. Apologies**
- 2. Declarations of Interest**
- 3. Scout Hut:**
 - pathway from Scout Hut to car park
 - landscaping
 - possible CCTV for Scout Hut?
- 4. Illegal Campers**