



Council meeting – 21st May 2025

Minutes of the Council meeting of Isfield Parish Council as above, held at Isfield Village Hall, TN22 5XG at 19:30.

Present: Cllr G Sambrook (GS) (Chair), Cllr A Keys (AK) (Vice Chair), Cllr P Roundell (PR), Cllr Mitchell-Cobb (TM-C) and Cllr Cramond (SC).

Absent: None

In attendance: A Emery Clerk and RFO; Cllr Coleman (WDC); Cllr Galley (ESCC) and 1 members of the public.

1. Election of Chair

To **ELECT** the Chair of the Council for 2025/26 and to **RECEIVE** the declaration of acceptance of office.

- Cllr AK Proposed Cllr GS, seconded Cllr T M-C. Unanimously agreed. Cllr GS signed the declaration of acceptance of office for Chair.

2. Election of Vice Chair

To **ELECT** the Vice Chair of the Council for 2025/26 and to **RECEIVE** the declaration of acceptance of office.

- Cllr GS proposed Cllr AK, seconded by Cllr PR – unanimously agreed. Cllr AK signed the declaration of acceptance of office for Vice Chair.

3. Apologies for absence

To **RECEIVE** any apologies.

- None

4. Declarations of interest/Request for dispensations

To **RECEIVE** any declarations of interest. To **RESOLVE** to grant dispensations where appropriate.

- None

5. Public Participation

Members of the public are welcome to attend the meeting. Any member of the public, who so wishes, may speak at this point of the meeting on items within the remit of the Council. No previous notice need be given. The Council are happy to receive comments but responses will be made outside meetings should they be necessary. Time limit to speak with the discretion of the Chair.

6. District and County Councillors' reports

- Reports given as part of the APM.

7. Full Council meeting minutes: 26th March 2025

To **RESOLVE** that the minutes of the meeting as above having been previously circulated, be taken as read and approved.

- Unanimously approved

8. Matters arising from previous minutes

- Nothing to note

9. Clerks Report

- Clerk advised no report provided as anything to discuss is on the agenda.

10. Correspondence

To note/discuss correspondence received.

- Note – bridge repair of the deep steps had been actioned by Rights of Way – Clerk emailed the resident and asked to report back if any problems.

11. Appointment of representatives to outside bodies

To **APPOINT** Cllrs to the following:

- Wealden District Association of Local Councils – Clerk or Cllrs
- East Sussex Association of Local Councils - Clerk or and Cllrs
- Parish Cluster meetings - Cllr SC
- Strengthening Local Relationships/Highways (East Sussex County Council) – Agreed to email Highways when an issue arises
- Isfield Village Hall – Agreed to defer.
- Any other – Tree Preservation?

12. To adopt the following Governing Documents for 2025/2026

- Standing Orders
- Code of Conduct
- Finance Regulations
- General Risk Assessment
- Unanimously agreed – it was noted that there will be new Finance Regulations to approve at the July meeting as they are a complete re-write. **Clerk to action.**

13. Meeting calendar 2025/26

To note the meeting dates for remaining year.

- Noted

14. Planning Applications to discuss and also any further applications that arise after publication of the agenda.

- **WD/2025/0922/MEA**

LAND WEST OF UCKFIELD - OWLSBURY FARM, HORSTED GREEN, LITTLE HORSTED TN22 5TJ. Deadline for comments: 22nd June 2025

DEMOLITION OF POULTRY FARM AND ASSOCIATED DWELLING; ERECTION OF UP TO 1700 NEW DWELLINGS (INCLUDING 35% AFFORDABLE HOUSING AND 50 RESIDENTIAL CARE/LATE LIVING UNITS (C2)); MIXED-USE CENTRE WITH RETAIL, COMMERCIAL AND COMMUNITY USES; 2FE PRIMARY SCHOOL INCLUDING EARLY YEARS PROVISION; MULTI-PURPOSE SPORTS HUB; COMMUNITY ALLOTMENTS; NEW AND ENHANCED PEDESTRIAN/CYCLE LINKS; OPEN SPACE INCLUDING NEW SANG; SUSTAINABLE URBAN DRAINAGE FEATURES; CHILDREN'S PLAY AREAS; LANDSCAPING; AND CREATION OF TWO POINTS OF ACCESS ONTO A22.

- Cllr AK reported that there is a SABRE meeting on 30th May 6pm. Cllr PR declared that he is on SABRE committee.

Decision: In principle unanimously agreed to oppose – subject to further examination of the application paperwork. Cllr GS to produce a statement and distribute to members. Clerk to request an extension due to extensive paperwork involved with the application. Agreed to ask for a two week extension following 22nd June (6th July 2025). Clerk to action.

- **WD/2025/0286/LB and WD/2025/0287/FR - deadline for comments 16th May 2025 – extension granted to 22nd May 2025.**

BOATHOUSE FARM, LEWES ROAD, ISFIELD, TN22 5TY CONVERSION OF AGRICULTURAL BARN TO DWELLING, DEMOLITION OF EXISTING BARNS, ERECTION OF AGRICULTURAL BARN.

Decision: Support but IPC have some concern over the pedestrian aspect.

- **WD/2025/1075/F and WD/2025/1076/LB for THE MILL HOUSE, BUCKHAM HILL, ISFIELD, EAST SUSSEX, TN22 5XR. Deadline for comments 10th June 2025.**
CHANGE OF USE, CONVERSION TO A PAIR OF SEMI DETACHED DWELLINGS & RENOVATION OF THE EXISTING BARN, INCLUDING REMOVAL OF TWO 20TH CENTURY EXTENSIONS.

Decision: In principle IPC do not have a problem with the application but IPC require clarification of the actual purpose of the build as the design and access statement states recreation and leisure. Clerk to action.

- **To discuss**

The Oakleigh Development Project – Laughton

- Cllr GS reported the application has not been submitted yet but to note that it would be prudent for Council to comment if/when the application comes in.

To ratify the following applications

WD/2025/0930/P30

ISFIELD CAMP, ISFIELD MILL NORTH, STATION ROAD, ISFIELD, TN22 5XS. Deadline for comments: 15th May 2025
TEMPORARY RECREATIONAL CAMPSITE (in accordance with Part 4 of Schedule 2 (Class BC) of the Town and Country Planning (General Permitted Development) (England) Order 2015)

Decision: Unanimously agreed - No Comment

WD/2025/0721/FR – Full Retrospective – Deadline for comments: not stated

DORANDER/POND COTTAGE, BUCKHAM HILL, UCKFIELD, TN22 5XY PART RETROSPECTIVE APPLICATION FOR NEW DOORWAYS AT GROUND AND FIRST FLOOR TO CREATE SINGLE DWELLING; CREATION OF NEW SHOWER ROOM AT FIRST FLOOR; REINSTATEMENT OF WALL AND CEILING FINISHES; REPOINTING OF CHIMNEY STACK AND VERGE; REPLACEMENT OF ROOFLIGHT AND INSULATION; REINSTATEMENT OF DRIVE AND CROSSING; EXTENSION OF PARKING AREA TO NORTH SIDE; NEW GATES TO CAR PARK.

Decision: Unanimously agreed to - Support

- **Duly ratified.**

To note the following WDC decisions

WD/2025/0579/FA

OAK TREE BARN, THE STABLE, STATION ROAD, ISFIELD, TN22 5XG.

REMOVAL OF CONDITIONS 2, 3 AND 4 & VARIATION OF CONDITION 6 TO REPLACED APPROVED PLANS. ATTACHED TO WD/2014/0709/F (CHANGE OF USE FROM ANNEXE OCCUPIED BY FAMILY MEMBERS TO SELF-CATERING HOLIDAY LET)

Approved

WD/2025/0721/FR – Full Retrospective – Deadline for comments: not stated

DORANDER/POND COTTAGE, BUCKHAM HILL, UCKFIELD, TN22 5XY PART RETROSPECTIVE APPLICATION FOR NEW DOORWAYS AT GROUND AND FIRST FLOOR TO CREATE SINGLE DWELLING; CREATION OF NEW SHOWER ROOM AT FIRST FLOOR; REINSTATEMENT OF WALL AND CEILING FINISHES; REPOINTING OF CHIMNEY STACK AND VERGE; REPLACEMENT OF ROOFLIGHT AND INSULATION; REINSTATEMENT OF DRIVE AND CROSSING; EXTENSION OF PARKING AREA TO NORTH SIDE; NEW GATES TO CAR PARK.

APPROVED

15. Expenditure

To ratify April expenditure as itemised on the schedule – totalling £2158.26

To approve May expenditure as itemised on the schedule plus additional invoice received from Barcombe Landscapes for £404.40. Total expenditure - £1658.00

- Unanimously approved and ratified.

16. Bank reconciliation

To **RESOLVE** to approve the bank reconciliation and corresponding bank statements for IPC.

- Unanimously approved

17. Year to Date Accounts

To note the year to date accounts (budget v actual spend)

- Duly noted

18. Annual Governance and Accountability Return section one – Governance Statements

To **RESOLVE** to approve.

- Unanimously approved – Chair signed to that effect

19. Annual Governance and Accountability Return section two – Accounting Statements

To **RESOLVE** to approve.

- Unanimously approved – Chair signed to that effect

20. Internal Audit report

To **NOTE**.

- Duly noted. Also noted regarding the advisory comments which the Clerk has addressed. New finance regulations will be adopted at the July meeting. **Clerk to action.**

21. S106 and CIL Balances

To note the remaining balance and deadline of spend of S106 and note balance of CIL and expiry dates

- Duly noted. Clerk advised that WDC were happy to roll on some of the funds that had expired due to CV-19. Clerk allocated the oldest CIL funds to the roundabout repairs and the grant to the village hall.

22. Community Grant Application

To review grant applications received.

- It was agreed that the application be deferred until parish society and clubs had a chance to apply. Clerk to advertise to parish societies and clubs. **Clerk to action.**

23. Update: EV Charge Points

To **RECEIVE** as above from Cllr Cramond.

- Defer subject to item 24

24. Update: Recreation Land Registration

To receive the above from the Clerk

- In hand with Surrey Hill Solicitors – Clerk needs to find deeds in the handover box (if they are there) – otherwise SHS will apply direct to Land Registry, but could take longer to get the land registered. Duly noted. **Clerk to action.**

25. To Note: Playing Field Car Park

Damage to vehicle

- Duly noted.

26. To discuss:

Recent vandalism around the village

- Cllr GS reported that there has been two sheep attacks and one of the Lavender Line trains has been vandalised which has been reported to Rural Crime. Clerk to find out who Isfield's PCSO is for the area. **Clerk to action.**

27. Reports from Council representatives

To **NOTE** verbal reports from Councillors – e.g. Recreation Ground, Village Hall.

- Cllr SC reported approached by fete committee – provide a raffle prize – up to £50. Unanimously agreed. Fete is on 29th June 2025 12-6pm.
- Cllr SC mentioned Community Police Officers are doing an outreach and to be involved in community events. Hope to attend
- Cllr AK reported for Recreation Ground – another Cricket Club using the ground – Newick agreed on a date and £75. Football next season will be different – D Jenner still running the team with the age group being under 17. Stoolball enquiry from Newick – hasn't been taken any further. On the 18th July - Little Horsted School end of term day will be held at the playing field it was confirmed that they have their own insurance.
- It was also noted that there will be a nominal increase of 5% on the hire charges for this year.

28. Notification of meeting/Suggested items for next agenda

To **NOTE** any suggested items for the next meeting.

- Nothing to note

Closed: 20:44

Date of next meeting: 23rd July – 19:30 Village Hall