

Hamsey Parish Council

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Marie Owen, Clerk to Hamsey Parish Council
Beechwood Hall & Rural Park, Beechwood Lane, Cooksbridge, BN7 3QG
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Members of **HAMSEY PARISH COUNCIL** are summoned to attend the **Council meeting of Hamsey Parish Council** to be held on **Thursday 8th January 2026 at 7.15pm** at **Beechwood Hall & Rural Park.**

Up to fifteen minutes only, are available at the start of the meeting for members of the public to have their correspondence addressed relating to a specific item on the agenda. Should any member of the public wish to have the Council address any issue on the agenda then they may email the Parish Clerk directly on clerk@hamseyparish.gov.uk before 5pm on Monday 5th January 2026 or they may attend in person.

This meeting may be recorded for the purpose of minute taking.

1. Apologies for absence.

2. Questions from the public.

3. Declaration of interest from any Councillor regarding any item on the agenda.

4. Co-option of new Councillor.

5. Minutes from the meeting held on Thursday 13th November 2025 to be agreed and signed as a true record.

6. Update on any matters arising from last meeting – review and update actions - see action log at appendix 1 to this agenda.

7. Roles and responsibilities of Councillors.

8. Financial matters

a) To approve payment of invoices as detailed (including v.a.t).
Current Account

Transaction number	Payee	Amount £
V69	Barcombe Landscapes – Beechwood	336.00
V70	Marie Owen – Christmas Cards	17.98
V71	Greg Cockram – Malthouse Way Grass cutting	280.00
V72	Unity Trust – Bank Charges	6.00
V73	Minty Cadwallader – Planting	145.92
V74	Marie Owen – Salary	647.70
V75	HMRC	179.27
V76	Marie Owen – Printer Ink	13.49
V77	Wendy Darby – Xmas Trees	60.00
V78	Unity Trust – Bank Charges	6.00
V79	Marie Owen – Printer Ink	13.49

b) To note the Council's current financial situation

Detailed below is the expenditure and income for the period 1st April 2025 – 31st December 2025

Expenditure	£	Notes
Audit	655.00	
Capital Expenses	-	
Grants	1,305.00	
Grounds Maintenance	1,817.91	
Office Expenses/administration	8,554.94	Includes clerk's salary
Other Expenses	2,653.42	
Premises	7,325.06	
Subscriptions	904.68	
Total	23,216.01	

Income	£	Notes
Precept	21,000.00	
Lottery Grant		
VAT Reclaim		
CIL Payment	59,818.92	
Bank Interest	467.34	
Other Payments		
Total	81,286.26	

Balance per bank statement as at: 31st December 2025	£
Unity Trust - current account	30,646.03
Unity Trust - savings account	63,248.61
Total	93,894.64

9. Policies

10. Planning matters – to receive any report from the planning committee

a) Applications still awaiting decision/in progress (as at 31st December 2025)

LW/24/0823 – Resting Oak Hill Cottage, Resting Oak Hill, Cooksbridge

Dropped kerb with access over pavement.

LW/25/0339 – Land at Cooksbridge Road, Cooksbridge

The provision of 151 residential dwellings (class C3) including 40% affordable housing and commercial floorspace provision (class E), with public open space, soft and hard landscaping, play, space. Community orchard, vehicular access, car and cycle parking provision and associated infrastructure including SUDS provision.

SDNP/25/03056/LDE – 3 Pine Barn, Old Church Lane, Hamsey

Self-contained dwellinghouse.

SDNP/25/03057/LDE – The Woodshed, Old Church Lane, Hamsey

Self-contained dwellinghouse.

LW/25/0484 – Former Hamsey Brickworks, South Road.

Erection of 12 residential dwellings (Use Class C3) with associated access, landscaping, parking, and infrastructure works.

b) Applications determined/approved since last meeting.

SDNP/24/04718/HOUS – Holters Green, Beechwood Lane, Cooksbridge

Single storey side extension, alternation to pitch of existing extension roof and insertion of dormer window, alterations to external fenestration and various internal works – **Approved**.

c) New Applications

SDNP/25/04135 – Perseverance House, The Street, Offham

Erection of a new garden studio in place of partially demolished stable block.

SDNP/25/01301/HOUS – Coombe Lane, Mill Laine Farm. The Street, Offham

Demolishing of existing flat roof extension, erection of ground floor side and rear extension and two bay garage. Installation of external staircase and office in roof void.

SDNP/25/04064/FUL – Offham Farm, Mill Laine Farm. The Street, Offham

Conversion of existing holiday let cottages to two agricultural worker dwellings at Mill Lane Barns. Conversion of two existing temporary agricultural worker dwellings to offices at Offham, Farm and associated works.

d) Discussion on new developments and the implications for the Parish.

11. Grant Applications

To consider any grant applications received

12. Beechwood Hall Working Group – Cllrs Henry and McBrown

To receive any reports from Beechwood Hall working group

13. Environment

To discuss any Environmental issues affecting the Parish

14. Highway and Traffic issues – Cllr McBrown

To discuss any Highway and Traffic issues

15. To consider Rail and Bus issues – Cllr McBrown

To discuss any rail and bus issues

16. Police/ Neighbourhood Watch - Cllr McBrown

To discuss any Police & Neighbourhood watch issues

17. General improvements to Parish

To discuss general improvements to the Parish

18. Reports from meetings

To receive any additional reports from meetings attended by Councillors or Clerk

19. Events

28th March 2026 Easter Trail

28th August 2026 Community Day

20. Footpaths and rights way

To discuss footpaths and rights of way within the Parish

21. Neighbourhood Plan

22. Communication

23. Correspondence

To note correspondence received since the last meeting and any action required.

24. Future agenda items

To discuss and note future agenda items/reports

25. Date for next meeting

Thursday 12th March 2026. 7:15pm.

Signed

Dated

Marie Owen – Hamsey Parish Clerk/RFO

Notes

1. Agenda Item 23 relevant to any correspondence received – see monthly spreadsheet circulated previously. This spreadsheet includes various correspondence received weekly including newsletters from: NALC, Chief Executive Bulletin, Rural Bulletin, CPRE, Public Sector Executive and planning application details from LDC and SDNPA and meeting invitations and agendas.

2. Should any resident like to see a copy of the monthly correspondence log please contact the Parish Clerk on clerk@hamseyparish.gov.uk

Appendix 1 – Action Log

Number	Regarding	Responsibility	Action
1	Bike racks	LMcK	Racks received. Speak to Planning department.
2	Speak with Antler Homes re issues and opportunities & drawings.	MC	Meeting 20 th November.
3	Children crossing signs for Bevernbridge	MM	JS to chase MM
4	Rural Design Code & Neighbourhood Plan	MC	Arrange meeting for working group.
5	Ask PCSO if all accidents have been reported.	KMcB	KMcB to ask PC O'Connor
6	Mood board for village sign	MC	Ask resident about design.
7	Request notification on road closures and request hatchings at end of Beechwood Lane	KMcB	Waiting for Highways
8	Meeting with T d'Arienzo re cycleway	MC	Ongoing. And liaise with Ben from SDNP.
9	Report overhanging trees and barriers to Highways	KMcB	
10	Inform ESCC of Urban Grass Cutting	PC	Yes
11	Inform rural park sub-contractor to invoice Parish Council	PC	Yes
12	Inform River Ouse Society re accepting Charter	MC	Yes
13	Submit response to the Sussex Nature Recovery Consultation	MC	
14	Inform Highways to go ahead with dropped kerb	CH	
15	Chase Highways re speed indicator sign	KMcB	
16	Speak to school re parking	LMcK	
17	Contact Compass Buses re Brighton bus	KMcB	
18	Action repairs to playgrounds	PC	On going
19	Investigate cost and process of vehicle activated sign	CH	
20	Source info of Mayoral candidates	LMcK	
21	Investigate use of WhatsApp Communities	CH	
22	Add roles and responsibilities to January agenda.	PC	Yes

Appendix 2

Reports from Councillors

Cllr Carolyn Henry - Vice Chair

Community Events

Over the past two months, we have delivered a number of well-received community events. The theatre performance welcomed 58 attendees who enjoyed an engaging and interactive story-teller experience, funded through our youth club allocation.

The Christmas Light Trail continued to be a highlight of the festive season, attracting over 50 families. The trail once again created a magical environment for younger children, delivered with huge thanks to Circus Kinetica for their creativity and support.

Our Baby and Toddler group Meet Up With Minis also proved successful, offering a photography session with Claire and wonderfully messy play activities led by Rosie. These sessions provided families with joyful, inclusive opportunities to come together during the winter period.

Beechwood Hall

I have been working closely with Marie to reorganise and streamline the storage areas at Beechwood Hall. With the increase in events and the equipment required to support them, a full spring clean was essential. This work ensures the hall remains functional, safe, and ready for continued community use.

I continue to work closely with the fantastic Beechwood Hall team to ensure the smooth running of the hall. Marie the Hall Manager continues to receive fantastic feedback from renters in the level of service. Rachel the accountant and Ella the Cleaner have continued to deliver a high standard of service and it is a pleasure to be part of this lovely team.

Grants and Funding

Two grant applications have been submitted this period. The first seeks funding to continue the youth club's development into next year, building on the positive engagement we have already seen. The second application focuses on improvements to the phonebooks area, including the planting of bulbs to create a visual cue to drivers that they are entering a village environment.

Highways and Road Safety

I have been in ongoing communication with Highways regarding the installation of a dropped curb in Offham and the broken speed sign in Cooksbridge. Our intention is to replace the existing sign with an upgraded version that displays vehicle speeds, improving driver awareness.

In addition, I have been discussing with district councillors the need for accurate data capture on the A27. Reliable speed data will support future road-safety measures and help us advocate effectively for improvements.

Planning

Alongside the Clerk and Chair, I helped facilitate a meeting to gather community reactions to the district's emerging Local Plan. Following this, we have procured the services of a planning consultant to support the parish in preparing a robust objection to the inappropriate scale of housing proposed for our area. Ensuring residents' views are represented remains a priority.