



Hamsey Parish Council www.hamseyparish.gov.uk

Marie Owen, Clerk to Hamsey Parish Council

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**Draft Minutes of the meeting of HAMSEY PARISH COUNCIL
held at Beechwood Hall & Rural Park on Tuesday 19th May 2026, 7.35pm**

Present:

Cllr M Cadwallader

Cllr D Bush

Cllr L McKenzie

Cllr C Henry

Cllr T Gaydon

Cllr N Osborne

Apologies:

Cllr K McBrown

In Attendance:

Marie Owen (Parish Clerk) Minutes

County Cllr Charlotte Keenan

The meeting started at 7.35pm

19.05.01 Election of Chair and Vice Chair

Cllr Cadwallader was proposed as Chair by Cllr McKenzie. This was seconded by Cllr Henry. Cllr Henry was proposed as Vice Chair by Cllr Cadwallader. This was seconded by Cllr Bush.

19.05.02 Apologies for absence

Cllr McBrown's apologies were accepted.

19.05.03 Questions from the Public

There were none.

19.05.04 Declarations of interest from any Councillor regarding items on the agenda.

No declarations of interest were made.

19.05.05 The minutes of the meeting held on the 12th March 2026 were agreed and signed.

19.05.06 Update on any matters arising from the last meeting.

All actions on the action log are in progress or completed.

19.05.07 Financial Matters

a) To approve the Invoice payments made since the last meeting (including VAT).

All payments were approved. **Proposed: Cllr Henry. Seconded: Cllr Osborne**

b) To note the Council's current financial position

The current financial position was noted and agreed. Bank balances as at 30th April 2026 for the current account was £32,416.19 and the balance on the savings account was £6925.17.

c) To note and agree the AGAR return for financial year ending 31 March 2026.

The Council are requested to read and note any issues for the Internal Auditor. There were no issues noted from the Internal Auditor, Steve Brentnall. **Proposed: Cllr Henry. Seconded: Cllr Osborne**

Section 1 of the AGAR – Review and approve. **Proposed: Cllr Cadwallader. Seconded: Cllr Gaydon**

Section 2 of the AGAR – Review and approve. **Proposed: Cllr Bush. Seconded: Cllr Osborne**

Notice of elector’s rights – To confirm dates. **Proposed: Cllr Henry. Seconded: Cllr McKenzie**

d) To approve on going subscriptions:

ESALC £283.42 per annum

SLCC £200.00 per annum

CPRE £40.00 per annum

Ouse River Trust £20.00 per annum

LDALC £20.00 per annum

Proposed: Cllr Cadwallader. Seconded: Cllr Gaydon

e) To consider and approve salary increase.

Proposed: Cllr Henry. Seconded: Cllr McKenzie

f) To appoint a new internal auditor for 2026/2027.

The Clerk informed the Council that the current internal auditor is due to retire. She recommended Mulberry, a specialist auditing firm for Parish Councils, with whom she has prior experience. Mulberry have quoted a rate of £80 per hour, which would be fixed for the duration of a three-year engagement.

Proposed: Cllr Bush. Seconded: Cllr Osborne

Action: PC to appoint Mulberry Local Authority Services Ltd.

g) To compare budget to actual spending for 2025/2026

The Parish Clerk presented an overview of the overspend against last year's budget, confirming that all expenditure was justified. She committed to providing an actuals-to-budget report at each future meeting.

19.05.08 Policies

- a) Reapprove the Standing Orders – no changes
- b) Reapprove the Financial Regulations – no changes
- c) Reapprove the Financial Risk Assessment – no changes

Proposed: Cllr Cadwallader. Seconded: Cllr Gaydon.

19.05.09 Planning matters

All planning applications in progress, refused and determined since the last meeting were noted.

New Developments.

Cllr McKenzie raised the matter of a new development in Barcombe, proposing that Hamsey Parish Council submit a response taking into account the potential impact on local traffic.

Action: Cllr McKenzie to prepare response.

To instruct a solicitor to write to Antler Homes regarding the community building freehold.

Proposed: Cllr Cadwallader. Seconded: Cllr Bush

Action: Cllr McKenzie to instruct solicitor.

The Parish Clerk advised that any maintenance charges would need to be considered should the acquisition of the Bevernbridge unit proceed. It was agreed that a clause explicitly excluding such charges would be incorporated into the agreement.

19.05.10 Grant Applications

- a) Application of £55 from the Railway Group Proposed: **Cllr Henry. Seconded: Cllr Osborne**
- b) Application of £300 from Offham Monday Club Proposed: **Cllr Cadwallader. Seconded: Cllr Bush**

Action: PC to pay grants.

19.05.11 Beechwood Hall working group – update.

Cllr Henry confirmed that Little City has been booked for Hamsey School's new starters on 17th July, with all other events also now booked and organised. Cllr Cadwallader proposed holding a raffle at the theatre.

The Council also wished to record its sincere thanks to Tamsyn d'Arienzo for her generous donation of £500 to Beechwood Hall, made through her employer Amex.

Cllr Henry advised that the role of Marketing Officer is no longer required, and proposed that consultancy fees be honoured until the end of June 2026.

Proposed: Cllr Henry. Seconded: Cllr McKenzie.

19.05.12 Environment

Cllrs McKenzie and Gaydon reported ongoing sewage issues in Chandlers Mead, with drainage pipes requiring clearance on several evenings. They noted that this indicates the existing sewage system is already at capacity and unable to accommodate further residential development.

19.05.13 Highway and traffic issues

Cllr McKenzie reported that the response received from East Sussex Highways to the Council's complaint letter had been disappointing, failing to address the issues raised. He confirmed that he would be submitting a further response.

Action: Cllr McKenzie to compile a response.

<https://live.eastsussexhighways.com/report-problem> - to report highways issues.

19.05.14 Rail and bus issues.

Cllr Henry requested that Cllrs serving on the rail committee raise the matter of bins on railway platforms, and explore whether these could be reinstated.

Action: Cllr Bush & Cllr Osborne to ask Rail Committee.

Cllr Cadwallader raised the withdrawal of Sunday bus services. County Cllr Keenan undertook to look into the matter.

19.05.15 Police/Neighbourhood watch issues

Please report any issues of fly tipping using the address below:

<https://lovecleanstreets.info>

19.05.16 General Improvements to the Parish

Cllr Cadwallader confirmed that the flowers in the planters near the school had been replaced. It was also noted that the speed camera remains incorrectly positioned.

Action: Cllr Cadwallader to ask the Monday Club to repair the Meridian Sign.

Action: Cllr Cadwallader to investigate the grass cutting in the phone books area.

19.05.17 Reports from meetings attended

Nothing to report.

19.05.18 Events

17th July New Starters meet up.

5th September Community Day

15th November 2026 Theatre

Weekend 4th -6th December 2026 Christmas Events

19.05.19 Footpaths and rights of way

Nothing to add.

19.05.20 Neighbourhood Plan and Rural Design Code

Nothing to add.

19.05.21 Communication

To agree to use AI and a set prompt to improve the standard of email communications to external stakeholders.

Cllr Gaydon spoke about the potential of Claude AI and its capability to assist with drafting and written communications.

Proposed: Cllr Cadwallader. Seconded: Cllr Henry.

Action: Cllr Gaydon to investigate using Claude AI skills.

19.05.22 Correspondence

Nothing to add.

19.05.23 Future agenda items

19.05.24 Date for next meeting

Thursday 9th July 2026. 7:15pm.

The Chair thanked all for attending and the meeting ended at 9:41pm

SignedChair

Date.....

Minutes taken and prepared by Marie Owen, Parish Clerk/RFO

Appendix 1 – Action Log

Number	Regarding	Responsibility	Action
1	Bike racks	LMcK	Awaiting to hear from LDC planning. Ongoing
2	Speak with Antler Homes re issues and opportunities & drawings.	LMcK	Instruct solicitors
3	Children crossing signs for Bevernbridge	CH	To find out price for sign from Highways. Awaiting. Send to Cllr Keenan
4	Rural Design Code & Neighbourhood Plan	MC	Meeting with LMcK, TG & DB
5	Mood board for village sign	MC/TG	Ongoing
6	Request hatchings at end of Beechwood Lane.	KMcB	Looking into Beechwood Lane.
7	Cycleway	MC	Ben from SDNP to liaise with landowners. LMcK to ask Ben for map of landowners.
8	Report overhanging trees and barriers to Highways	KMcB	Ongoing.
9	Inform Highways to go ahead with dropped kerb	CH	Balfour Beatty saying that there is a problem with location. Awaiting more details. Email Cllr Keenan
10	Investigate cost and process of vehicle activated sign	CH	Awaiting info. Email Cllr Keenan
11	Look into TPO's	LMcK	Ongoing.
12	Look into tree legacy	MC	Problem as not owners. Caroline Croft to help.
13	Collate all outstanding highways issues	KMcB	Ongoing.
14	Prepare speech for Cala Homes application to committee	LMcK	Ongoing.
15	Prepare formal complaint to East Sussex Highways Department	LMcK	Prepare response.
16	Appoint Mulberry as internal auditors for 2026/2027	PC	Done
17	Planning response to Barcombe new development	LMcK	
18	Instruct solicitor regarding Bevernbridge	LMcK	
19	Pay grants	PC	Done
20	Ask rail committee re bins	DB/NO	
21	Ask Monday Club to repair Meridan Sign	MC	
22	Enquire re grass cutting by phone books	MC	
23	Investigate the use of Claude AI skills	TG	