



BUXTED

PARISH COUNCIL

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12th May 2026

MINUTES

Minutes of the meeting of the Council held in St Mary's Church Hall, Church Road, Buxted on Tuesday 12th May 2026 at 7.15p.m.

Present: Cllrs. Smith (Chair), Blandford, Duck, Furber, Humphrey, Mallett, Marshall and Muddle.
Also present: Clerk Beccy Wadey.

Public : 1 – a resident of Five Ash Down wished to record his thanks to Cllr Blandford for her hard work as chairman for the last 14 years.

The new Chairman, Cllr Smith, echoed the sentiment of the member of the public thanking Cllr Blandford for her hard work and commitment to the council and is grateful she is remaining on the council.

01/05/26 ELECTION OF CHAIRMAN OF THE COUNCIL FOR THE FORTHCOMING YEAR
Proposed by Cllr. Muddle seconded by Cllr. Humphrey, Councillor Smith was unanimously voted as Chairman to Buxted Parish Council .

02/05/26 SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE BY THE NEW CHAIRMAN
In accordance with Local Elections (Declaration of Acceptance of Office) Order 2001. (SI 3941 of 2001) the Chairman signed the declaration of acceptance of office.

03/05/26 ELECTION OF VICE CHAIRMAN OF THE COUNCIL
Proposed by Cllr Marshall, seconded by Cllr Humphreys, Cllr Mallett was elected a Vice Chair to Buxted Parish Council.

04/05/26 TO RECEIVE ALL COUNCILLORS ACCEPTANCE OF OFFICE & DECLARATION OF INTEREST (IF AMENDED)
Members were reminded to complete the acceptance of office a declaration of interest forms if there have been any changes to circumstances.

05/05/26 APOLOGIES FOR ABSENCE
Apologies received and accepted from WDC Cllr Shaw. Following the ESCC the previous week, we do not yet have the new representative in attendance.

It was agreed to send Roy Galley an email to thank him for his hard work representing Buxted parish at ESCC for many years, and for his commitment to his attendance at monthly meetings.

06/05/26 DECLARATION OF MEMBERS INTERESTS

All councillors declared a personal interest in any matters relating to the Ionides Trust by virtue of the parish council being managing agents of the site.

Cllrs Smith & Furber declared a personal interest in any matters related to allotments due to being allotment holders.

Cllr Duck declared a personal interest in any matters relating to the High Hurstwood Village Hall Committee by virtue of being a member of the committee.

Cllr Humphrey declared a personal interest in any matters relating to the Five Ash Down Village Hall Committee by virtue of being the parish council representative on the committee.

07/05/26 MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 14th April 2026 were signed by the Chairman as a correct record of the meeting.

08/05/26 ESCC/WDC REPORT

In the absence of a representative from both WDC and ESCC, there were no updates.

09/05/26 APPOINTMENT OF MEMBERS TO COMMITTEES

Members discussed council positions and agreed to continue as per the previous year.

10/05/26 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN FOR FINANCIAL YEAR 2025-2026

10.1. To receive the internal audit report for financial year ending 31.3.26 from Mulberry Local Authority Services.

Resolved: as proposed by Cllr Marshall, seconded by Cllr Smith and reached unanimous approval, the internal audit report for financial year ending 31.3.26 from Mulberry Local Authority Services was received as no questions were raised.

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 31.3.26 from Mulberry Local Authority Services).

Members noted there were no recommendations or points to carry forward.

10.3 For members to receive the signed Annual Internal Audit Report 2025-2026 (page 3 of the Annual Governance and Accountability Return Form 3 for Local Councils) from Mulberry Local Authority Services.

Resolved: as proposed by Cllr Marshall, seconded by Cllr Smith and reached unanimous approval, the signed Annual Internal Audit Report 2025-2026 (page 3 of the Annual Governance and Accountability Return Form 3 for Local Councils) from Mulberry Local Authority Services was received as no questions were raised.

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

Resolved: To note the Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return was received.

10.5. Section 1 – Annual Governance Statement 2025-2026:

Resolved: Members acknowledged their responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. Members reviewed and approved the assertions (page 4 of the Annual Governance and Accountability Return) and agreed for the Chair and

Clerk to sign the form. Proposed by Cllr Marshall, seconded by Cllr Smith and reached unanimous approval.

10.6 Section 2 – Accounting Statements 2025-2026:

Proposed by Cllr. Marshall and seconded by Cllr Smith – **approved. Resolved:** Members received and approved the signed (income and expenditure) Accounting Statements from the Responsible Financial Officer and approved for the Chair to sign the form (page 5 of the Annual Governance and Accountability Return).

Action: RFO to submit all the required documentation to the external auditor PKF Littlejohn.

Action: Clerk to add all the required documentation to the parish council website by 1st June 2026.

11/05/26 OUTSTANDING MATTERS

Public footpaths: Nothing to report

Trees: Nothing to report, but further quotes have been received for revised work at the allotment, and work to the Nevill Road, Uckfield site which will be circulated to councillors.

Road Safety:

- **Speeding in Buxted – update on VAS and potential restart of Speedwatch Team:** the clerk has received contact from the new Sussex Police Speedwatch Coordinator Bob Kenward who advised that he has been contacted by a resident of Buxted who is interested in restarting the Speed Watch team. I explained the recent history and the efforts of the parish council to try and restart the scheme, without success due to a lack of volunteers. He advised we only need four to restart the scheme. He is currently in discussions with the clerk to pick up the SID equipment with a view to ensuring it can still be used; and to advertise the scheme locally to garner more support. He assured the clerk there is now more Police support for the teams both on site and following up on repeat offenders. He would be more than happy to attend a meeting if required.

Wealden Local Development Framework: Nothing to report

Property issues:

- **Buxted Recreation Ground – any update on WDC Sports Infrastructure Grant application:** After chasing WDC, it was confirmed the grant has passed the initial assessment process and has been given approval by a senior officer. The parish council has been asked to supply further information in relation to bank accounts and governance. It is hoped that once this information is received, the second part of the process of assessment will be quicker. The Football Club has been updated on the progress of the application. The clerk was asked to formally book the contractor.

Communications Matters: Nothing to report

12/05/26 CORRESPONDENCE
No priority correspondence

13/05/26 COMMITTEE MEETINGS
None

14/05/26 FINANCE
i) **Payments:** On the proposal of Cllr. Marshall seconded by Cllr. Muddle,

- payments totalling £14,741,28 plus monthly direct debits were approved.
- ii) **Noted:** RBS reports: End of year Ear marked reserves, Trial Balance, Receipts and Payments, Cash and Investment Reconciliation for 2025/26. **Noted the receipt of CIL funds of £69,669.74.**
 - iii) consideration of annual Parish Council insurance quote – **agreed to annual insurance cost of totalling £5,149.07 per annum. Proposed by Cllr Muddle, seconded by Cllr Smith, approved payment to be made in May prior to insurance starting in June.**

15/05/26 **OTHER MEETINGS**
No other meetings

16/05/26 **MEMBERS QUESTIONS**
None

17/05/26 **ANNOUNCEMENTS**

Date of next meeting – Next meeting 9 June 2026 Five Ash Down Village Hall

The meeting closed at 7.30p.m.

DATE RAISED	CASE NO	DESCRIPTION	OPEN/CLOSED RESOLUTION
November 2024	EA007FRAMFIELD	Culvert, Framfield Road, Buxted	<p>ONGOING</p> <p>Collapsed drainage leading to culvert. Reported some time ago. Highway advised works need planning and extensive repair.</p> <p>19/3 – Highways contacted PC to advise Structural Team will contact PC to arrange a site meeting likely to be in April.</p> <p>May – Cllr Furber attended meeting with ESCC/Balfour Beatty. Agreed work from culver to KSV would be carried out. Design for culvert currently being designed. Work to be carried out in next financial year.</p> <p>10/06 – clerk to ask Highway if any remedial works will take place to stop the road falling away while a design is being drawn up.</p> <p>16/04 – notification from Highways – work due to start at the end of June</p>
17/02/25	CCY000737	Broken away tarmac (50cm) in Framfield Road/Limes Lane outside KSV and bollard fallen over	<p>REOPENED</p> <p>20/02/25 – ESCC Highways do not consider work is necessary at this time but would continue to monitor – Raise again with Highways.</p> <p>17/3 – Highway Steward revisited. Road still does not meet criteria, but bollard will be replaced.</p> <p>May – work should be carried out in conjunction with culvert repair woks (as above EA007FRAMFIELD)</p>

Ionides Trust Update 12th May 2026:

1. Apologies

2. Declarations of Interest – none

3. **Village Hub Update** – there has been some activity over the last month with three architects being invited to meet with Peter and Simon on site to discuss ideas for a new community hub. Two showed an interest, but only one followed up following a site visit. Both highlighted a need for a lines and levels survey. A company from Uckfield has visited the site and is able to provide a survey of the site. This would be required for an architect to draw up a plan. Therefore, it was proposed to spend £2,500 to obtain the lines and levels drawing. Proposed by Cllr Humphrey and seconded by Cllr Muddle, unanimously **Agreed**.

The next step would be to engage an architect to draw up concept plans and carry out a public consultation before moving the project any further.

4. Urgent Business – Illegal Camper

It became apparent on the weekend of 4th May that a camper is back on the Ionides land in the same spot as previous years. The Police were contacted to make a welfare check but so far have been unable to speak to the occupant(s) as they have been absent at every visit. Councillors have also visited, but again the tent is always empty.

No camping signs were erected on site last year following the tent being abandoned, which are clearly not being complied with.

As the tent appears empty most of the time, it is suggested that a letter be attached to the tent to advise the occupant they are camping there illegally and the tent will be removed if not removed by the occupier.

Basil Ionides Memorial Trust AGM to be held on Tuesday 9th June following the Parish Council meeting

Meeting closed: 7.49pm