



# BUXTED

## PARISH COUNCIL

Clerks: Beccy Macklen & Claudine Feltham  
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10<sup>th</sup> March 2026

### MINUTES

**Minutes of the meeting of the Council held in St Mary's Church Hall, Church Road, Buxted on Tuesday 10<sup>th</sup> March 2026 at 7.15p.m.**

**Present:** Cllrs. Blandford (Chairman), Duck, Furber, Humphrey, Marshall, Muddle, Rose, and Smith.  
Also present: ESCC Cllr. Galley, and Clerks Beccy Macklen and Claudine Feltham.

**Public :** 2  
A resident of Buxted commented that communication from the PC could be improved by regular updates as per Newick Parish Council. The clerk confirmed monthly updates for the Buxted Messenger would be restarted and this info can also be uploaded to the website.

**01/03/26 APOLOGIES FOR ABSENCE**  
Apologies received and accepted from Cllr Mallett & WDC Cllr Shaw

#### **02/03/26 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.

Cllr Smith & Furber declared a personal interest in any matters related to allotments due to being an 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.

**03/03/26 MINUTES OF PREVIOUS MEETING**  
The minutes of the meeting held on 10<sup>th</sup> February 2026 were signed by the Chairman as a correct record of the meeting.

#### **04/03/26 ESCC REPORT**

Cllr Galley confirmed the ESCC Road Safety Team has assessed the options for providing further signage for Buxted School. A site was identified on the A272 from Coopers Green but not from the other direction.

As will be mentioned later in the agenda, a site meeting to discuss VAS locations is

pending. Cllr Galley reported that the Road Safety team has had some issues lately in addition to restructuring within the team which has had an impact on service provision.

He has visited the pothole sites highlighted by the clerk in High Hurstwood specifically outside Maypole Cottages. These issues are now in the system, and a response is waited from Highways.

Framfield Road – the repair to the culvert is expect this year, but there are more issues in Framfield Road which he continues to push with Highways.

Cllr Rose referred to a statement from the deputy leader of WDC Rachel Millward who suggested ESCC should go back to a direct labour force, as money is being wasted by using contractors. Cllr Galley responded this is a Green Party theme at the moment. Initial costs to revert to a labour force would be huge as all staff/equipment would have to be procured. Contractors are there to provide a service and Balfour Beatty are fulfilling the contract in terms of the scope of their terms and conditions. If we had a totally 'inhouse' system, it would mean a huge capital cost and continued high revenue costs. The lack of long-term maintenance and the weather are the issues, not who is doing the job.

Members commented that repairs soon break up and reported blocked drains are deemed sufficient and not needing clearing. It is very frustrating. The parish council is simply asking for Highways to work 'with' the parish council and note that we do not report issues that do not need resolving.

Cllr Duck reported a footpath opposite the church driveway in High Hurstwood adjacent to new house which is impassable as it is so wet. A bank has been built up next to the house, so the water now drains down onto the footpath. No one is in the house, and building has stopped so the planning condition relating to the footpath is unenforceable. Cllr Galley commented that if WDC cannot resolve, the Rights of Way team could deal with the matter. Cllr Duck to report the issue to Cllr Galley to refer to RoW.

Cllr Furber mentioned the app called Stan – this is an app you run on your phone which collates information on the roads when driving. This information can then be fed direct back to the highway authority. This can be carried out by any member of the public.

Buxted together members and the parish council chairman thanked Roy for his hospitality at his Chairman's Tea Party.

#### 05/03/26 GOVERNANCE MATTERS IN PREPARATION FOR END OF YEAR AUDIT:

- Review of IT Policy
- Review of Financial Risk Assessment

In preparation for the 2025/26 annual audit, the clerk circulated the updated IT Policy and Financial Risk Assessment. In the process of updating the IT Policy the clerks reviewed the NALC template and considered it too 'much' and more appropriate for District or large Town Councils and so have decided to use the template provided within the SAPPP Practitioners Guide 2025 as more appropriate to our needs.

Both documents were reviewed and **adopted**.

It was also noted that all councillors have attended Breakthrough Communications GDPR training, recommended by NALC.

**06/03/26 OUTSTANDING MATTERS**

**Public footpaths:** Buxted Together continue to carry out great maintenance work to the footpaths in Buxted – thank you.

**Trees:** Nothing to report – see Property issues below.

**Road Safety:**

- **Speeding in Buxted – any update** – following a number of chasing emails, a response has been received from the ESCC Road Safety Officer, and it is hoped a site meeting will take place this week to assess locations for a VAS speed monitoring sign.

**Wealden Local Development Framework:** the clerk has submitted the parish council's response to the latest local plan consultation, rejecting it in its current form.

**Property issues:**

- **Buxted Pavilion – Fire and Safety report – update** – further improvement have been made to the building/surroundings, and all committee members have now undertaken and passed Five Safety training. The Health and Safety officer will return in six months. Thank you and well done to the Football Club committee.
- **Buxted Recreation Ground – drainage improvements – update** – the FA Pitch Power report which recommends drainage to the pitch has been received. The clerk is in the process of reapplying for a Sports Infrastructure Grant from WDC.
- **Buxted Recreation Ground – tree works update following site visit** – Following the previous meeting, Cllrs Blandford and Smith met with the tree surgeon on site. Cllr Blandford produced a report which has been circulated. A quote for the recommended work will be circulated once received.
- **Bus Shelter Five Ash Down – consideration of costs for tarmac ramp** – a quote has been received for a tarmac ramp costing £675 which was circulated to all. This agreement is therefore ratified at this meeting. Works to commence the following week.

**Communications Matters:** None

**07/03/26 CORRESPONDENCE**  
No priority correspondence

**08/03/26 COMMITTEE MEETINGS**  
None

**09/03/26 FINANCE**

- i) **Payments:** On the proposal of Cllr. Marshall seconded by Cllr Rose, the updated February 2026 payment list was approved.
- ii) **Payments:** On the proposal of Cllr. Marshall seconded by Cllr. Rose, payments totalling £13,089 covered by direct debit or BACS payments were approved.
- iii) **Bank reconciliations:** The clerk had circulated completed reconciliations for February which were signed
- iv) **Noted:** RBS reports: Ear marked reserves, Trial Balance, Receipts and Payments, Cash, and Investment Reconciliation

- v) for approval of two new signatories for parish council account – resolved Cllr Marshall and Cllr Muddle should be added to the bank mandate.
- vi) quote for the internal audit 2026/27 financial year – do not need to consider, the quote was sent in error, the parish council signed up for three years in 2025. The parish council remains happy to continue to engage Mulberry as internal auditor and is satisfied they provide the required service.
- vii) **Fraudulent Activity on Parish Council Account** - The councils RFO advised the parish council that fraudulent activity has been identified on the parish council account with two payments of £3,699.81 and £27 having been taken through Amex Payments. Natwest have investigated and refunded both amounts

10/03/26 **OTHER MEETINGS**  
No other meetings

11/03/26 **MEMBERS QUESTIONS**  
None

12/03/26 **ANNOUNCEMENTS**

Next meeting 14<sup>th</sup> April 2026 Five Ash Down Village Hall

The chairman announced she is stepping down from her role as Chairman from Annual Meeting in May – April will be last meeting as chair.

The meeting closed at 7.58p.m.

Copy to ESCC Cllr R Galley, WDC Cllr Shaw

Ongoing Highways Cases:

DATE RAISED	CASE NO	DESCRIPTION	OPEN/CLOSED RESOLUTION
November 2024	EA007FRAMFIELD	Culvert, Framfield Road, Buxted	ONGOING Collapsed drainage leading to culvert. Reported some time 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. 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. 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.
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 – <b>Raise again with Highways.</b>

			<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 works (as above EA007FRAMFIELD)</p>
20/10/25	HED005343	Verge/hedge opposite Howbourne Lane	<p><b>CLOSED</b></p> <p>20/10 – reported overgrown verge to Highways. It is a wildflower verge so cannot be cut. Also requested wildflower status is removed.</p> <p>27/10 – Highways advised no overgrown verges/hedges, just fallen leaves which is WDC responsibility. Clerk to ask Lengthsman to clear leaves. Highways consulting internally on wildflower status</p> <p>25/11 – Lengthsman cleared pathway. Still waiting for a response from Highways on classification as a wildflower verge. Further information from local resident passed to Highways.</p> <p>05/03 – Highways confirmed there will be no de-categorisation of the verge as it contains a number of species. Works to develop Saxon Court may have an effect on the verge which would mean re-locating the wildflowers.</p>
24/01/26	DGD007711	Blocked Drains Orchard Lane to Nan Tucks Lane	<p><b>ONGONG</b></p> <p>24/01 – Highways advised a Highway Steward would visit the site</p> <p>03/02 – clerk chased as no response received</p>

**Ionides Trust Update 10<sup>th</sup> March 2026:**

- 1. Apologies – Cllr Mallett.**
- 2. Declarations of Interest**
- 3. Consideration of quote for grass and hedge cutting – A quote from Ace Landscapes has been circulated. Cost of grass cutting per year - £1,464 (10 cuts), and hedge cutting once a year at £685.20 (one cut) – both **approved**.**
- 4. Village Hub – update – Cllrs Fuber and Smith reported they now have a list of architects which they are shortlisting then will meet to decide which is the best person for their project. There should be a further update at the next meeting.**

**Meeting Closed 8.02pm**