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Minutes of the Parish Council meeting held at Mannings Heath Village Hall on Wednesday 19th November 2025 at 7.30 pm.

Present: Cllrs D Cotton (Chairman), Cllr C Kenny (Vice Chairman), Cllr V Court, Cllr Wayne Bayley, Cllr S Newell.

Also Present: County Councillor Nigel Jupp, District Councillor Dennis Livingstone.

Apologies: Cllr S Catterall.

Clerk: Lisa Wilcock.

There were 5 members of public.

Meeting commenced 1930hrs

0065 – 25/26 Attendance and Apologies for Absence

Apologies were received and approved from Cllr [Name] and Cllr [Name].

0066 – 25/26 Declarations of Interest

No declarations of interest were made and no requests for dispensations were received.

0067 – 25/26 Chairman's Announcements

The Chairman provided updates for information only. No decisions were required or made.

0068 – 25/26 Public Session

Two members of the public addressed the Council regarding concerns relating to traffic speeds and a query about a current planning application. No further public comments were received.

0069 – 25/26 Minutes of the Previous Meeting

The minutes of the meeting held on 15th October 2025 were approved as a true and accurate record and signed by the Chairman.

0070 – 25/26 Co-option of New Councillors

- a) The Council considered the applications for co-option to fill two casual vacancies.
- b) It was RESOLVED to co-opt [Name] and [Name] to the Parish Council. Both signed their declarations of acceptance of office.

0071 – 25/26 Finance

- a) The bank reconciliation for October 2025 was approved.
- b) The bank transactions for October 2025 were approved.
- c) The Budget Statement (Year-to-Date) was noted.
- d) The schedule of payments for November 2025 (as circulated) was approved.
- e) The Council discussed the draft Budget for FY26/27 and agreed to continue reviewing options with the intention to set the Precept at the January meeting in advance of the 26 January 2026 deadline.

0072 – 25/26 Assertion 10 – Adoption of Updated Policies

Following the Clerk's review of governance documents, the Council RESOLVED to adopt the following updated and/or new policies:

- a) IT Policy (NALC model)
- b) Data Protection Policy (NALC model)
- c) Accessibility Statement (NALC model)
- d) ICO Publication Scheme (ICO model)
- e) Data Protection and Information Security Training Policy (NALC model)

0073 – 25/26 Reports from Other Authorities

- a) County Councillor Nigel Jupp – A written report was received and noted.

b) District Councillor Dennis Livingstone – A verbal report was provided, covering planning matters and district initiatives.

0074 – 25/26 Speed Watch

The Council discussed ongoing concerns regarding speeding through Copsale, Sedgwick and Maplehurst. Options for reviving or expanding the Community Speed Watch scheme will be explored. The Clerk will investigate training availability and equipment requirements.

0075 – 25/26 Open Spaces Committee

a) Emergency and Resilience Audit (OS0031-25/26)

It was agreed that [Name] and [Name] will prepare and edit the audit template for Council consideration in January 2026.

b) Bus Service (OS045-25/26)

The Council noted the meeting with AiRS regarding the Bus Survey and reviewed the options presented. The quotation from AiRS was acknowledged and will be considered further at the next Open Spaces Committee meeting.

0076 – 25/26 Planning Applications

The Council considered the following applications:

a) DC/25/1660 – Hazelmere, Sedgwick Lane

The Council raised no objection, subject to appropriate materials and minimal impact on neighbouring amenity.

b) DC/25/1775 – Sedgwick Castle House, Broadwater Lane

The Council raised no objection, requesting a condition to prevent the first-floor space becoming independent residential accommodation.

c) DC/25/1811 – Joles Farm, Maplehurst Road

The Council supported the application and encouraged good practice in managing traffic, noise and lighting, along with appropriate landscaping.

d) DC/25/1832 – Roosthole, Hammerpond Road

The Council raised no objection, requesting that the garage studio remain for incidental residential use only.

e) DC/25/1837 – Mannings Heath Golf & Wine Estate, Mill Farm

The Council supported the prior notification for the agricultural barn, noting its suitability for viticultural operations.

f) Appeal: DC/25/1096 – Ghyll House Farm, Recadera Stud

The Council noted the appeal. As no new information had arisen, no further submission would be made.

0077 – 25/26 Playground Report

a) The Playground Inspection Report was accepted.

b) Quotations for fencing improvements will be carried forward to the January 2026 meeting.

0078 – 25/26 Website

The Council approved the new Parish Council website in accordance with the Public Sector Bodies (Websites and Mobile Applications) Accessibility Regulations and WCAG guidelines.

0079 – 25/26 Items for the Next Agenda

Members proposed the following for inclusion at the next meeting:

- Budget Precept setting for FY26/27
- Fence improvement quotations
- Speed Watch update
- Emergency and Resilience Audit draft

0080 – 25/26 Date of the Next Meeting

The next Parish Council meeting will be held on Wednesday 21st January 2026. The Council noted that there is no December meeting and confirmed the revised meeting dates through April 2026.

Members noted that **no meeting will be held in December.**

Meeting closed at 20.58hrs

Signed: **Date:**.....