Berwick Parish Council

Minutes of the Full Council Meeting of Berwick Parish Council
Held on Wednesday 24th September 2025 at 7pm
This meeting took place in Berwick Village Hall

Present: Councillors Winter (Chair), Barham, Carnie, Mills and Smith
There were no members of the public present
The Clerk was in attendance

41. Apologies for absence – Cllr Burrough and County Councillor Nick Bennett

42. Declarations of Interest – There were no Declarations of Interest or changes to the Register of Interests.

43. Confidential items on the Agenda

It was **RESOLVED** there were no confidential items on the agenda.

The meeting was suspended to allow the following:

44. To receive reports from County and District Councils

District Councillor Alison Wilson

- The Wealden Parish Conference will be held on 21st October 2025
- Information was provided regarding the Ward Councillor Budget Scheme; the scheme runs from 1st August 2025 to 31st March 2026. Community projects across the ward can apply, match funding is not required. Applications particularly from Community, Resilience and Well-being groups are welcomed. The applications must be from groups, individuals cannot apply.
  Councillors asked Cllr Wilson if an update could be provided regarding the planning application at Station Farm, Berwick. Cllr Wilson will send the information to the Clerk.

45. Public Questions

There were no members of the public in attendance.

The meeting was then re-opened.

46. Minutes of the previous meeting

Minutes of the meeting held on 23rd July 2025 were read, approved and signed by the Chair.

47. Clerk's Report on Matters Arising from those minutes

All Matters Arising were included on the agenda.

DRAFT

48. Planning

i. To consider planning applications received from Wealden District Council and SDNPA.
No applications have been received.

ii. To consider any planning application received between the date of the issue of the agenda and the date of the meeting.
No applications have been received.

iii. To note decisions made by Wealden District Council and SDNPA.
No decision notifications have been received.

49. Reports from outside bodies

a) East Sussex ALC Ltd – nothing to report
b) Wealden District Association of Local Councils – nothing to report
c) Tree warden – some low hanging willow branches on the Vanguard Way behind Princes Field have been noted and will be dealt with by the tree warden.
d) Village Hall Committee – the clerk reported that the proposed path to the rear of the village hall will not be progressed at this stage.
e) Cuckmere Flood Forum – nothing to report.
f) Cuckmere Community Buses – Cllr Smith reported that CCB has over 50 drivers but more are still needed, 2026 will be their 50th anniversary year.
g) SDNPA – nothing to report

50. Updates

a) Defibrillator risk assessment – all checks satisfactory.
b) Playground risk assessment – report received and no concerns noted.
c) Playground upgrade – this upgrade has been deferred until contact is made with Firle Estates regarding a new lease.

51. Parish Maintenance

a) Verges/Hedges – the hedge between Downsway and the garage has been cut back and debris removed
b) The Berwick Way – the Clerk has arranged for the hedge to be cut.
c) The Recreation Ground – no issues to report

52. Recreation Ground

a) Lease renewal
It was **RESOLVED** that the Clerk should contact Firle Estates regarding renewal of the lease.

b) Hire agreement and policy
Following discussion it was **RESOLVED** that the Clerk should provide a draft hire agreement and policy for consideration by Councillors.

DRAFT

53. Road Safety Issues

a) Traffic issues brought to the attention of the council
It was noted that vehicle speeds continue to be a concern to many in the Parish.

b) Highways issues brought to the attention of the council
The condition of the road surface in Common Lane has again been reported to East Sussex Highways, the clerk has been informed that the area reported does not meet the criteria for repair.

54. Improvements to the National Cycle Network

Following discussion Councillors agreed that, although the proposal is at an early stage and further information is required, improvements for cyclists travelling to Alfriston is to be welcomed.

55. Email Accounts, Data Compliance

The Clerk to provide details of the new email accounts to Councillors.

56. Parish Visit by James MacCleary MP

Following James MacCleary MP's visit on 13th August 2025, Cllr Smith reported that although only three members of the public attended the meeting had been successful and local issues were raised, particularly traffic and highway issues.

57. Wealden Town and Parish Conference 21st October 2025

It was **RESOLVED** that the Clerk would attend, Councillors to contact the Clerk if they would like to attend.

58. Finance

Councillors **RESOLVED** to **APPROVE** the following:

a) Payments to 24th September 2025

28	L Kemp	August Salary	£547.36
29	East Sussex Pension Fund	Pension	£166.99
30	Team4	Payroll	12.00
31	Team4	Payroll	12.00
32	Cuckmere Flood Forum	Grant (agreed 23.07.25)	80.00
33	Citizens Advice	Grant (agreed 23.07.25)	250.00
34	HMRC	Quarter 2	£477.30
35	East Sussex Pension Fund	Pension September	199.10
36	L Kemp	September Salary	646.63
37	Wealden District Council	Dog bins	180.00
38	L Kemp	Clerk exps (Postage & Printing)	65.15
			£2,636.53

b) Bank reconciliations for July and August 2025

c) Accounts to date

d) The budget monitoring report for Quarter 1 was noted.

e) Grant applications – no grant applications received.

DRAFT

59. Parish Councillor IT Equipment

Following discussion it was **RESOLVED** that the Clerk should obtain quotations for replacement of the Parish Council laptop which is no longer fit for purpose.

60. Questions from Parish Councillors

There were no questions from Parish Councillors.

61. Date of the next meeting

The next meeting will be held on 26th November 2025 at 7pm in Berwick Village Hall.

The meeting closed at 7.30pm

DRAFT