



# Sedlescombe Parish Council

**To: All Parish Councillors**

You are hereby summoned to attend the Meeting of the Parish Council on Tuesday 20<sup>th</sup> January 2026 at Sedlescombe Village Hall, CR2 at 18:30 when it is proposed to transact the following business.

Signed: *Jackie Scarff*  
Clerk to Sedlescombe Parish Council  
07531 065469 / [clerk@sedlescombe.org.uk](mailto:clerk@sedlescombe.org.uk)

**Public participation session re matters on the Agenda at the Chairman's discretion.**

**End of public participation.**

## Council Meeting Agenda

Item	Agenda Item (C25.)	
47	<ul style="list-style-type: none"> <li>i. To receive apologies &amp; reasons for absence (LGA 1972 s85 (1))</li> <li>ii. To consider accepting apologies &amp; reasons for absence</li> </ul>	
48	<p>Interests in accordance with the Localism Act 2011 and the Parish Council Code of Conduct.</p> <ul style="list-style-type: none"> <li>i To receive councillors' declarations of interest regarding matters on the agenda and consider any written requests for dispensation as a result. <ul style="list-style-type: none"> <li>Pecuniary Interests</li> <li>Other Interests (Non-Pecuniary)</li> </ul> </li> <li>ii To grant any requests for dispensation as appropriate.</li> </ul> <p>Reminder any changes to register of interests should be notified to the clerk immediately.</p>	
49	To receive questions from members on reports from the District and County Councillors.	
50	To consider the minutes of the full council meeting 16 <sup>th</sup> December 2025 for confirmation and signing as a true record. <a href="#">Full Council Minutes 16th December 2025</a>	
51	<p>If the committee wishes to exclude the public for a particular agenda item, the following resolution must be passed:</p> <p>‘That under the Public Bodies (Admission to Meetings) Act 1960 S1(2), the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.’</p>	
52	To receive an update on the Neighbourhood Plan review and agree any actions required.	GA
53	To hear an update on the traffic calming project and agree any actions required.	DC
54	To hear an update on the devolution of Sedlescombe toilet block and carpark agree any actions required.	clerk
55	To hear a proposal to engage a handyman to work on the schedule of works for the maintenance of assets as agreed at the Finance and General Purposes committee	clerk

	<b>meeting November 2025 minute item 46 and agree any actions required.</b>	
<b>56</b>	<b>To consider for adoption the following reviewed policies and procedures.</b> i. <b>The recording of Public Meetings Policy</b> ii. <b>The Document Retention and Disposal Policy.</b>	clerk
<b>57</b>	<b>To receive quotes for Stock fencing in Red Barn Field and agree any actions required.</b>	
<b>58</b>	<b>To approve the proposed change of meeting date for Full council from 17<sup>th</sup> March to 10<sup>th</sup> March 2026.</b>	
<b>59</b>	<b>To present the current outstanding resolutions and agree any actions required.</b>	
<b>60</b>	<b>To consider the quote from UK Power Networks to put electricity on The Green for the Pump.</b>	
<b>61</b>	<b>Finance and Audit</b> i) To receive the monthly statement of accounts to 31 <sup>st</sup> December 2025 for noting ii) To receive the bank reconciliations to 31 December 2025 i. Unity Trust Bank reconciliation to 31 <sup>st</sup> December 2025 for noting ii. CCLA reconciliation to 31 <sup>st</sup> December 2025 for noting iii) To receive a list of payments falling due to be approved. iv) To approve the proposed changes to the EMR's to allow the UK Power Networks quote to be accepted. v) To receive the draft budget as agreed by the Finance and General Purposes Executive Committee for discussion and agree any actions required. vi) To agree the precept for the forthcoming year.	
<b>62</b>	<b>To review the following planning applications and agree a response to RDC if required:</b> <b>i</b> <a href="#">RR/2025/2043/TPO</a> <b>13 Orchard Way, Sedlescombe</b> T1 – Oak – Remove excess epicormic growth back to strong growth point. <b>ii</b> <a href="#">RR/2026/0002/FN</a> Churchill Farm, The Street, Sedlescombe. TN33 0QP General purpose agricultural building.	
<b>63</b>	<b>To agree a quote to repair the stock fence at Red Barn Field.</b>	clerk
<b>64</b>	<b>To review outstanding resolutions and agree any actions required.</b>	clerk
<b>65</b>	<b>Reports, Correspondence, Questions and Future agenda items not requiring decisions.</b> i) Red Barn Field ii) Sedlescombe Jobs Network iii) Any other reports	
<b>65</b>	<b>Date of next meeting.</b> <b>To note the date of the next meeting is the Finance and General Purposes Committee on Tuesday 17<sup>th</sup> January 2025 at 6.30pm CR2</b>	

*In accordance with The Data Protection Act 2018 all attendees of the meeting are hereby notified that the meeting will be recorded as an aide memoire for the clerk when compiling the minutes. The recordings are held securely and are deleted after the resolution that the minutes are a true and correct record.*

*Members of the public should be aware that being present at a meeting of the Council or one of its committees or sub-committees will be deemed as the person having given consent to being recorded (photograph, film or audio recording) at the meeting, by any person present. A person or persons recording the parish meeting are reminded that the "Public Session" period may not be part of the formal meeting and that they should take legal advice for themselves as to their rights to make any recording during that period.*

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**Sedlecombe Parish Council**

**Bank - Cash and Investment Reconciliation as at 31 December 2025**

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**Confirmed Bank & Investment Balances**

Bank Statement Balances

31/10/2025	West Brom Savings Account	0.00
30/11/2025	Lloyds	0.00
31/12/2025	Unity Trust	38,911.93
31/12/2025	CCLA Deposit fund	151,028.58

**189,940.51**

Receipts not on Bank Statement

**0.00**

**Closing Balance**

**189,940.51**

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All Cash & Bank Accounts

1	Barclays Current Bank A/c	0.00
2	BarclaysActive Saver	0.00
3	West Bromich	0.00
5	Lloyds Bank	0.00
6	Unity Trust Bank	38,911.93
7	CCLA	151,028.58

Other Cash & Bank Balances 0.00

**Total Cash & Bank Balances** **189,940.51**

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# Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc  
PO Box 7193  
Planetary Road  
Willenhall  
WV1 9DG

Mrs Jackie Scarff  
Sedlescombe Parish Council  
The Red House  
Lower Street  
Battle  
TN33 9ED

**Date:** 31/12/2025

**Account Name:** Sedlescombe Parish Council

**Swift Code (BIC):** NWBKGB2L

**IBAN Number:** GB93NWBK60023571418024

**Sort Code:** 608301

**Account Number:** 20425872

Your arranged overdraft limit is £0.00

Go Paperless! Receive your statements online and we'll notify you by SMS or email when they're available to view. Simply log into Your Online Banking and update your statement preferences or give us a call on 0345 140 1000



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: **FSCS.org.uk** or refer to our FSCS Information Sheet and Exclusions List at **unity.co.uk/fscs**

## Contact Us

 Call us: **0345 140 1000**

 Email us: **us@unity.co.uk**

 Visit us: **unity.co.uk**

## Your Current T1 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
30/11/2025		Balance brought forward	£0.00	£0.00	£42,745.23
03/12/2025	Faster Payment Debit	B/P to: Steve Graddock	£300.00	£0.00	£42,445.23
03/12/2025	Credit	CLIENTS DEPOSIT	£0.00	£5.00	£42,450.23
04/12/2025	Direct Debit	Direct Debit (BRITISH GAS)	£32.09	£0.00	£42,418.14

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Statement number 083

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For Communities.  
For Good.**

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We invest in people Gold



Your Current T1 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
05/12/2025	Standing Order	S/O to: Castle Water	£35.00	£0.00	£42,383.14
08/12/2025	Direct Debit	Direct Debit (YU ENERGY RETAIL L)	£0.07	£0.00	£42,383.07
09/12/2025	Direct Debit	Direct Debit (NEST)	£91.11	£0.00	£42,291.96
15/12/2025	Direct Debit	Direct Debit (BEAMING LIMITED)	£46.80	£0.00	£42,245.16
18/12/2025	Transfer	B/P to: Sed V H	£88.00	£0.00	£42,157.16
18/12/2025	Faster Payment Debit	B/P to: East Sussex Doors	£1,720.00	£0.00	£40,437.16
18/12/2025	Faster Payment Debit	B/P to: Joanne Oliver	£55.00	£0.00	£40,382.16
18/12/2025	Faster Payment Debit	B/P to: Poppy Appeal	£28.50	£0.00	£40,353.66
18/12/2025	Faster Payment Debit	B/P to: Mrs J D Scarff	£197.56	£0.00	£40,156.10
22/12/2025	Standing Order	S/O to: Uniserve South Eas	£65.28	£0.00	£40,090.82
22/12/2025	Standing Order	S/O to: JACKIE SCARFF	£1,150.00	£0.00	£38,940.82
31/12/2025	Direct Debit	Direct Debit (KLARNA)	£22.89	£0.00	£38,917.93
31/12/2025	Fee	Service Charge	£6.00	£0.00	£38,911.93

## Sending or Receiving Currency

You may be asked for your SWIFTBIC (Bank Identification Code) and IBAN (International Bank Account Number). These can be found at the top of this statement and are required to ensure that international banks can find the correct account to credit or debit funds.

When receiving currency into your Unity account, you must inform us of the transaction. The SWIFTBIC number relates to a central Unity account. We use this account to receive international currency before allocating the payment to your account. Please call us on **0345 140 1000** for more information.

## Fraud Concerns

If you have any concerns regarding fraud on your account, then please call the freephone number **0808 196 8420**.

## What happens when something goes wrong?

If you have a problem with your Unity account or our service, please get in touch with us on **0345 140 1000**. We aim to resolve any issues as soon as possible.

## Accessibility

Unity offers a number of supporting services such as statements in braille or large print. Please contact us for more information.

### Additional information

A copy of our interest rates can be found on our website – [unity.co.uk/interest-rates](https://www.unity.co.uk/interest-rates)

A copy of our fees and charges can be found on our website – <https://www.unity.co.uk/terms-and-conditions/>

This information is also available by calling **0345 140 1000**.

**To help us improve our service and maintain security, we may monitor and/or record your telephone calls with us.**

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# Your pre-notification statement



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Unity Trust Bank plc  
PO Box 7193  
Planetary Road  
Willenhall  
WV1 9DG

Mrs Jackie Scarff  
Sedlescombe Parish Council  
The Red House  
Lower Street  
Battle  
United Kingdom  
TN33 9ED

**Date:** 31/12/2025

Page number 1 of 3

**Account Name:** Sedlescombe Parish Council

Statement number: 083

**Sort Code:** 608301

**Account Number:** 20425872

Dear Mrs Jackie Scarff,

This letter outlines charges relating to the transactions and debit interest on your account between 01/12/2025 and 31/12/2025.

You can find full details of our fees and charges within the Standard Service Tariff on our website <https://www.unity.co.uk/terms-and-conditions/>

## The charges for this billing period are:

<b>Total charges</b>	£6.00
<b>Total debit interest</b>	£0.00
<b>To be debited from your account on</b>	31/01/2026

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Pre-notification of account charges		
Type	Count	Charge
Automated Payments	9	£0.00
Faster Payments	5	£0.00
Manual	—	£0.00
Account Fee	—	£6.00

Additional information			
The combined account charge includes the following transaction types:			
<b>Automated Payments</b>	Bacs Credit (in)	Direct Debit (out)	Faster Payment Credit (in)
<b>Faster Payments</b>	Standing Orders (out)	Bill Payments (out)	
<b>Manual</b>	Cheques	Credits	
<b>Account Fee</b>	This is the standard charge for maintaining your account regardless of any transactions.		
<b>Total charge</b>	These charges do not include cash or cheques paid in through the Post Office, Bank Counter or via our Freepost service.		

## Interest and Charges

Our General Terms & Conditions state when we may apply charges or interest.

Further information about debit interest and other fees or charges can be found in our Standard Service Tariff.

**Credit interest** – AER stands for Annual Equivalent Rate and describes what the interest rate would be if interest was paid and compounded annually.

**Debit interest** – ABR stands for Above Base Rate and describes the rate charged annually above the Bank of England Base Rate.

## Overdrafts

**Arranged overdrafts** – We agree in advance to provide you with an overdraft that allows you to borrow money on your account up to an agreed overdraft limit. If approved by Unity you will be given an arranged overdraft limit along with an agreed interest rate. These are typically agreed for a period of 12 months and are linked to the Bank of England Base Rate.

**Unarranged overdrafts** – An overdrawn balance on your account which we have not agreed in advance. We will charge our unarranged overdraft rate on any unarranged balances.

If you have an arranged overdraft limit and exceed this limit, we will charge interest at the rate we have agreed with you on the balance of your arranged overdraft limit and will charge an unarranged overdraft rate on any balance over your arranged overdraft limit.

In either of these circumstances, debit interest will be applied on each working day that your account is overdrawn.

For details of our interest rates and charges, please visit <https://www.unity.co.uk/terms-and-conditions/>

## Fraud Concerns

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## What happens when something goes wrong?

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Thanks

## Your Unity Team

## Accessibility

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## Bank Reconciliation up to 31/12/2025 for Cashbook No 6 - Unity Trust Bank

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Clear</u>	<u>Payee Name or Description</u>
03/12/2025	BACS	300.00		300.00		R <input type="checkbox"/>	Mr Steve Graddock
03/12/2025			5.00	5.00		R <input type="checkbox"/>	Receipt(s) Banked
04/12/2025	DD	32.09		32.09		R <input type="checkbox"/>	British Gas
05/12/2025	SO	35.00		35.00		R <input type="checkbox"/>	Castle Water
08/12/2025	DD	0.07		0.07		R <input type="checkbox"/>	Yu Energy
09/12/2025	DD	91.11		91.11		R <input type="checkbox"/>	NEST Pensions
15/12/2025	DD	46.80		46.80		R <input type="checkbox"/>	Beaming Ltd
17/12/2025	BACS	1,720.00		1,720.00		R <input type="checkbox"/>	East Sussex Doors
17/12/2025	BACS	28.50		28.50		R <input type="checkbox"/>	Royal British Legion
17/12/2025	BACS	197.56		197.56		R <input type="checkbox"/>	Clerk
17/12/2025	BACS	88.00		88.00		R <input type="checkbox"/>	Sedlescombe Village Hall
18/12/2025	BACS	55.00		55.00		R <input type="checkbox"/>	Joanne Cosson Domestic
22/12/2025	SO	65.28		65.28		R <input type="checkbox"/>	Uniserve (South East) Ltd
22/12/2025	SO	1,150.00		1,150.00		R <input type="checkbox"/>	Clerk
31/12/2025	DD	22.89		22.89		R <input type="checkbox"/>	KLANA
31/12/2025	DDR	6.00		6.00		R <input type="checkbox"/>	Unity Trust Bank
		<u>3,838.30</u>	<u>5.00</u>				

**Signatory 1:**

Name .....Signed .....Date .....

**Signatory 2:**

Name .....Signed .....Date .....

**Bank Reconciliation Statement as at 31/12/2025  
for Cashbook 6 - Unity Trust Bank**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Unity Trust	31/12/2025		38,911.93
			<u>38,911.93</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			38,911.93
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			38,911.93
		<b>Balance per Cash Book is :-</b>	<b>38,911.93</b>
		<b>Difference is :-</b>	<b>0.00</b>

**Signatory 1:**

Name ..... Signed ..... Date .....

**Signatory 2:**

Name ..... Signed ..... Date .....

# Statement of Account

Mrs Jackie Scarff  
The Red House  
Lower Street Ninfield  
TN33 9ED

5 January 2026

Account name: **Sedlescombe Parish Council**  
Account number: **PS1008576-001**  
Statement period: **30/11/2025 to 31/12/2025**

## Account summary

Total valuation as at 31 December 2025 **£151,028.58**  
Total valuation as at last statement at 30 November 2025 **£150,536.20**

## Holdings as at 31 December 2025

Fund name	Unit/share holdings	Price per unit/share	Value
<b>Public Sector Deposit Fund SC4 - Public Sector</b> GB00B3LDFH01	151,028.5800	£1.00	£151,028.58
<b>Total value</b>			<b>£151,028.58</b>

## Transactions for the period from 30 November 2025 to 31 December 2025

### Public Sector Deposit Fund SC4 - Public Sector

Transaction date	Transaction type	Unit/shares	Price per unit/share	Amount (GBP)
02/12/2025	Income Reinvestment	492.3800	£1.0000	£492.38

Correspondence address: PO Box 12892, Dunmow, Essex CM6 9DL

[clientservices@ccla.co.uk](mailto:clientservices@ccla.co.uk)    Freephone 0800 022 3505    [www.ccla.co.uk](http://www.ccla.co.uk)

Fund documentation is available at [www.ccla.co.uk/investments](http://www.ccla.co.uk/investments), or may be requested from our Client Services team. Telephone calls are recorded.  
CCLA Investment Management Limited (registered in England & Wales, No. 2183088) is authorised and regulated by the Financial Conduct Authority.  
Registered address: One Angel Lane, London EC4R 3AB.

The average Fund yield for this period was 3.91% p.a.

Income for the period is as follows:

<b>Month</b>	<b>Date paid</b>	<b>Method</b>	<b>Amount (£)</b>	<b>Destination</b>
Dec 2025	05/01/2026	Reinvestment	£500.92	PS1008576-001

All CCLA forms are available on our website: [www.ccla.co.uk/resources/client-documentation](http://www.ccla.co.uk/resources/client-documentation). Please ensure that you download and use the latest available form to make any transaction or amendment. Using an old form will result in the instruction being rejected.

Before making any additional investments into CCLA funds, please read the most recent version of the relevant fund's key information document (KID). KIDs can help investors understand the nature, risks, costs, potential gains and potential losses of fund, and compare the fund with other products. The KIDs for our funds are available in the investments section of our website at, [www.ccla.co.uk](http://www.ccla.co.uk). Or, you can ask us to send you copies, free of charge, by emailing our Client Services team at [clientservices@ccla.co.uk](mailto:clientservices@ccla.co.uk).

Please keep all documents (including this statement) safe as you may need to refer to the information in the future.

If you would like to discuss any of the information on your statement please contact Client Services.

A glossary of terms used in this communication is available on [www.ccla.co.uk/glossary](http://www.ccla.co.uk/glossary). If you would like the information in an alternative format or have any queries, please call us on **0800 022 3505** or email us at [clientservices@ccla.co.uk](mailto:clientservices@ccla.co.uk).

**Bank Reconciliation Statement as at 31/12/2025  
for Cashbook 7 - CCLA**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
CCLA Deposit fund	31/12/2025		151,028.58
			<u>151,028.58</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			151,028.58
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			151,028.58
		<b>Balance per Cash Book is :-</b>	<b>151,028.58</b>
		<b>Difference is :-</b>	<b>0.00</b>

**Signatory 1:**

Name ..... Signed ..... Date .....

**Signatory 2:**

Name ..... Signed ..... Date .....

Bank Reconciliation up to 31/12/2025 for Cashbook No 7 - CCLA

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Clear</u>	<u>Payee Name or Description</u>
02/12/2025			492.38	492.38		R <input checked="" type="checkbox"/>	Receipt(s) Banked
		<u>0.00</u>	<u>492.38</u>				

**Signatory 1:**

Name .....Signed .....Date .....

**Signatory 2:**

Name .....Signed .....Date .....