

COLDWALTHAM PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD

ON TUESDAY 14TH JULY 2026 7.30PM

SANDHAM HALL, LONDON ROAD, COLDWALTHAM

Those Present:

**Cllr G Nelson
Cllr J Evans
Cllr O Dudman
Cllr C Dennis
Cllr I Dreger
Cllr A Davies
Cllr J Stevens**

**Chairman
Vice-Chairman**

C Cllr T Crofts

County Councillor

Mrs LD Sherlock-Fuidge

Clerk

Parishioners

**Mr & Mrs Berry
Mr & Mrs Mellersh
plus, four other residents**

**Mr & Mrs Hughes
Mrs Walder-Smith**

not listed on the sign-in sheet.

Cllr Nelson welcomed parishioners and Cllr Crofts to the meeting.

C Cllr Tom Crofts introduced himself to members of the council and parishioners as their newly elected county councillor.

Mr Berry addressed council regarding the Post Office highlighting that the Post Office depends on three things, somewhere to operate from (provided by the Village Hall), money to support it (the Friends of Coldwaltham Post Office (FoCPO) providing fundraising) and an organisation able to pay the Postmistress and keep transparent accounts (currently provided by the Parish Council).

Mrs Berry, speaking on behalf of the FoCPO, wished to explain the role of FoCPO, which was formed to undertake community fundraising in support of the continuation of the village Post Office. It acts as an independent, unincorporated voluntary group. Mrs Berry requested of the councillors, that the council should continue to provide this financial role in support of the Post Office.

26 / 10.00

TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted Cllr Coughtrey and D Cllr Campbell.

26 / 11.00

TO RECEIVE ANY DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS FROM MEMBERS, AND ANY CHANGES SINCE THEIR LAST DECLARATION OF INTERESTS

No new declarations were received.

26 / 12.00

TO APPROVE AND SIGN MINUTES

Minutes for the Parish Council meeting held on 12th May 2026 was accepted and signed by the Chairman.

Cllr Dreger asked if his amendment had been included. Following the inclusion of this amendment the Minutes would be re-printed for signing.

26 / 13.00

FINANCE

- 26 / 13.01 Account Summary:** The Clerk distributed the accounts for Parish Council and Alban Head Playing Fields Committee to members prior to the meeting. These are attached as Appendix A & B respectively.
- 26 / 13.02 Standing Orders Changes:**
- Clerk Salary: The Clerk advised that the clerk's salary has had two changes in both June and July salaries following a tax code change by the HMRC, the final revised amount is £456.03.
- Alban Head Standing Orders: The Clerk asked that the standing order for £150 paid to the Alban Head and the standing order for £250 to the Alban Head Manager are cancelled. As all the salaries will, in future, be paid by the Parish Council on a VAT invoice. Therefore, the monthly amount paid to the Alban Head Playing Field and the Manager's Salary can be cancelled.
- RESOLVED:** **Members agreed that the two Alban Head Standing Orders are cancelled.**
- 26 / 13.03 Payments:** payments were authorised for:
- | | | |
|-------------------------------|-----------------------------|-----------|
| Sandham Memorial Village Hall | Annual Parish Meeting Fee | £31.00 |
| Cosentino Outreach | Post Office Salaries (May) | £276.00 |
| PCG / 1:1 FPC | Alban Head Salaries (June) | £512.96 |
| Chichester Farm Machinery | Tractor Service | £1,275.84 |
| Cosentino Outreach | Post Office Salaries (June) | £276.00 |
| St James Primary School | Meeting Fee (July) | £25.00 |
| IONOS | IONOS Invoices Mar to July | £36.00 |
- 26 / 14.00 CIL FUNDING**
- 26 / 14.01 Alban Head Playing Field**
- Cllr Nelson requested £2,010 from the CIL Funds for the Alban Head to purchase rubber mulch for the Children's Play Area. This amount would be for 6 x 500kg bags with delivery. It is understood that this would be sufficient for 2 years of improvement.
- RESOLVED:** **Members agreed to the request for £2010 for the purchase of rubber mulch for the Alban Head children's Play Area.**
- 26 / 14.02 Village Gates**
- Cllr Dreger requested £6318.70 ex VAT, which includes a 10% contingency, for the purchase of village gateways to be installed at the approaches to Coldwaltham (travelling south), to Watersfield (travelling north), and to Hardham (travelling south) as detailed in previous minutes. With this agreement the purchase can be made in time, so that the gates are available to be installed by WSCC Highways (at no cost to the Parish Council) as part of the planned community highways improvements – now scheduled for January 2027.
- Cllr Dennis queried whether the 40mph speed limit between Pulborough and Coldwaltham had been agreed by WSCC Highways. Cllr Dreger confirmed this.
- Cllr Dreger asked C Cllr Croft to complete the sign off on the Traffic Regulation Order (TRO) requested by the Highways officer, to enable the scheme to proceed. C Cllr Croft informed he would do so.
- Cllr Dennis queried the inclusion of community planting in the CIL request, Cllr Dreger advised that he would be happy to lead this in the future.
- RESOLVED:** **Members agreed to the request for £6318.70 (which includes a 10% contingency) for the purchase of three pairs of village gateways.**
- 26 / 14.03 Brookland Way Play Area**
- Cllr Nelson advised that the Brookland Way Play Area had not received any further volunteers to help take on the area, Cllr Lane had contacted his previous neighbours to encourage further support.
- Cllr Nelson asked members to consider future funding for the Brookland Way Play Area, should the play area be transferred to the parish, as it would be an excellent candidate to receive CIL funding.

26 / 15.00

PLANNING UPDATES

26 / 15.01

Cllr Dennis was very upset by the conduct of a member of the public, who had confronted her around the village regarding this issue.

Cllr Dennis updated members:

- Kings Lane Site: This started as a planning application in November 2025, which the parish responded to, responding again in February and June this year. In the meantime, the SDNPA included the site to their recent Draft Local Plan which was under Regulation 19 review. Which after much work, councillors were circulated with an initial draft. Following the comments received, a final draft response was circulated. As the response to the Draft Local Plan had to be split up, this took numerous additional hours. Cllr Dennis expressed her thanks to the clerk for the additional time.

This was strongly supported by all members.

Cllr Dreger acknowledged the effort made, however asked why the initial email from SDNPA was not shared with the wider Parish Council? The period of the reply was from May to June. Why was this also not shared with the community? Cllr Dreger only found this out by accident when responding to the latest application amendment. Cllr Nelson responded to his comment saying that any delay was his fault and the notification was an attachment as one of many emails and our response could not have been in more detail.

- Oakfield House, Watersfield – change of an outbuilding to form a residential ancillary annexe.
- 16 Silverdale – Erection of a rear extension. Note was made that adjacent properties already have such extensions.
- Malt House – Listed Building Consent for roof alterations and external alterations.

26 / 15.01

The Clerk updated Council regarding recent applications decisions:

- SDNP/26/00410/HOUS, Rother House, London Road, Hardham, Permitted

26 / 16.00

ITEMS FROM MEMBERS OF THE COUNCIL / PARISH CLERK

26 / 16.01

Cllr Evans noted that the recent events in the village had highlighted challenges of communication within the village. He advised that FOCUS group involved with the Kings Lane Site now has over 90 contacts. He suggested that the clerk would receive summary information from the FOCUS group; information which might be considered for circulation to either councillors or members of the public.

26 / 16.02

Cllr Davies noted that there was an incident of Tagging in Hardham, Cllr Crofts asked for the details to be passed on to him as he would contact the correct department to have it removed.

26 / 16.03

Cllr Dreger updated that the start date for the planned community highways scheme improvements is January 2027. There is still the public consultation period for the TRO, he understood that should more than five public objections be received the scheme would need further review. To counter this possibility there needs to be comments in support of the scheme. He advised that he had shared details with Bury PC and Greg Brown, the new chair of Bury's speed group. Also, he asked Cllr Evans to circulate details to the community via Facebook and the Link.

26 / 16.04

Cllr Dreger highlighted that excessive speeds along Waltham Park Road (WPR) had caused accidents to pets, suggesting that the PC should investigate speed reductions along the WPR. He had already received support from Champs Hill and the Director of the company, Briarsgate, developing Forest Edge. He noted that the un-paved road is often used by dog walkers. Cllr Dudman advised that there are horse riders using it too.

26 / 16.05

Cllr Nelson advised that the Alban Head is in good condition, however it is very dry! He noted that if there should be a hosepipe ban, playing fields are exempt from such a ban.

26 / 17.00

DATE OF NEXT MEETING.

Next meeting of Council is on Tuesday 22nd September 2026, at 7.30pm, the venue to be confirmed.

26 / 18.00

EXCLUSION OF THE PRESS AND PUBLIC

Cllr Nelson asked members to consider and if appropriate to agree to the exclusion of the public in relation to Item 10 on this agenda:

Cllr Dreger read a Point of Order regarding the lack of a resolution on the agenda to agree whether the public and press should be excluded from discussions in Item 10. He noted that under the standing orders council would need to vote on any decision to remove the public. Cllr Dreger's comment is attached in Appendix C.

Members voted on this item – six in favour – Cllr Dreger in opposition.

RESOLVED: Members agreed the exclusion of the public

Members of the public left the meeting.

Meeting closed at 9.05 pm.

Chairman:..... Date:.....

Distributed to those present and Cllr Coughtrey, and D Cllrs Clarke, Campbell and Ellis Brown.

These minutes are DRAFT minutes which are not confirmed until the next Full Council Meeting