



Willingdon and Jevington Parish Council Meeting

The minutes of the Meeting of the **Parish Council** held on **Monday 23rd March 2026**
at the Trinity Church Community room, Coppice Avenue, Willingdon.

Present: Cllr John Pritchett BEM (Chair), Ben Clennell (BC), Howard Coote (Vice Chair), (HC), Helen Coote (HC), Sally Morris (SM), Ian Nisbet (IN), Christine Payne MBE (CP), Fran Pritchett (FP), Ruth Sheppard (RS), Stephen Shing (SS), Andy Watkins (AW), Ryan Weedon (RW).

In attendance: Nicola Williamson (NW) Assistant Clerk, Lauren Tilbury – Local PCSO.

Item	Subject	Action by
PC26/40	Apologies, to receive and accept apologies from Councillors who could not be present and accept notification of substitutes. There were apologies from: Cllr Martin Cooper who had a personal commitment. Cllr Dionne Daniel who had to work. Cllr Daniel Shing had a previous engagement. These were NOTED and AGREED.	
PC26/41	To accept the minutes from the Extraordinary Parish Council Meeting held on Monday 16th February 2026 as a true and accurate record of the meeting. RESOLVED to ACCEPT the minutes form the Extraordinary Parish Council meeting held on Monday 16th February 2026 as a true and accurate record of the meeting, Cllr John Pritchett (Chair) then signed the minutes.	
PC26/42	Declarations of interest: To receive notices of declaration, personal and prejudicial, in respect of items on this agenda. Cllr Fran Pritchett declared an interest in Wannock Hall.	
PC26/43	Public question time. This item shall last no more than 15 minutes or at the Chair's discretion, and no one contribution shall last more than 3 minutes. There were no members of the public in attendance. *7.04pm Standing orders were suspended* Cllr Pritchett invited PCSO Lauren Tilbury to give a brief update on any crime in Willingdon and Jevington. Lauren reported that the police are currently working with ESCC Highways to conduct a day of speeding action in Seven Sisters Road very shortly. There had also been no more	

	reports of crime from the Meadowburne area. Regarding the recent shoplifting incidents at Freshwater Square, Youths have been apprehended and identified. The police engaging with the school and parents. Cllr Pritchett thanked Lauren for her report and attending the meeting. <i>*7.08pm Standing orders were reinstated*</i>	
PC26/44	To receive and note the report from Parish Council Chair and questions from Council Members. Members NOTED the report from the Parish Council Chair and had no questions.	
PC26/45	To receive and note the report of Assistant Clerk and receive questions from Members. Members NOTED the report from the Assistant Clerk. NW gave a verbal report of the purchasing of the land at the Windmill, Park Croft. NW reported that she had confirmed to WDC that the PC want to purchase the land and have the funds available. NW had contacted the PC's solicitor to consult with WDC as advised by WDC.	NW
PC26/46	To receive and note the report from County and District Councillors and questions from Members. Members noted the reports that had been previously circulated to the Members. Members asked Cllr S Shing for an update on the Medical Centre, which Cllr Shing reported he did not have any new information at this time. NW reported there was a meeting on Friday with WDC and the Clerk at Polegate. <i>*7.15pm Cllr S Shing left the meeting*</i>	
PC26/47	Questions to Committee Chairs and minutes for adoption by Full Council. RESOLVED: Members AGREED the ADOPTION of the following minutes: i) Cemetery – Cllr J Pritchett, Minutes of 9th March 2026. ii) Events – Cllr J Pritchett Minutes of 2nd February 2026. iii) Finance and General Purposes - Cllr J Pritchett, Minutes of 9th February 2026. iv) Planning – Cllr F Pritchett, Minutes of 2nd February 2026, and 16th March 2026.	
PC26/48	To note the reports of Parish Council Representatives. i) WDALC. There was nothing to report as no meetings have been held. ii) Polegate Windmill Trust – (previously circulated) Members noted the written report received from Cllr Weedon. Cllr Weedon reported how hard the Windmill Members are working to raise extra funds through hosting events, this is much appreciated. iii) Willingdon Memorial Hall– (previously circulated) Members noted the written report from Cllr Payne, who was pleased to report the Hall Trustees had now produced a governing document to run alongside their constitution which would be regularly updated. Cllr Payne report that there had been multiple instances of unauthorised third parties using the Hall's private parking spaces, preventing legitimate users from parking. As a result, the Hall's Management Committee has decided to outsource the management of the parking facilities to a commercial provider and awarded the contract to a private Car	

	Park Company. They will install parking enforcement signage at the Memorial Hall. Legitimate Hall users should not be affected and have nothing to worry about. It has advised that their system can identify authorised users using advanced technology. <i>*7.29pm Cllr Ian Nisbet arrived*</i> iv) Wannock Hall. Cllr Fran Pritchett reported that a report would be circulated to the Members after the meeting. v)Jevington Village Hall & Sports Club. Cllr Clennell gave a verbal report to say all is going well with the hall and it is used frequently with regular groups. In the rec the grass needs its first cut and cricket will start again in May time. vi) Library Charity Group Report. Members noted the written report received from Cllr Nisbet. Cllr Nisbet reported all was going well. Saturday 28th March was the next coffee morning. vii) Tree Warden. There was no report for consideration. viii) Cuckmere Community Bus. Members noted the written report received from Cllr Weedon. Cllr Weedon reported that the buses were looking at the possibility of adding bus route for Meadowburne and Hindsland areas.	
PC26/49	Recommendations from Finance & General Purposes Committee 9th February 2026 i) Data Impact Assessment RESOLVED: Members unanimously AGREED to ADOPT the Data Impact Assessment after Cllr Payne asked if the PC had the necessary safeguards, which NW confirmed the PC had a safeguarding policy. ii) Business Plan – Removal of Neighbourhood Plan RESOLVED: Members AGREED to remove the reference to a neighbourhood plan from the Business Plan. It was Agreed that the Business Plan Sub-Committee should have a meeting to work through the Business Plan and update the plan for recommendation to F & GP.	
PC26/50	Meeting Schedule 2026-2027 amendments RESOLVED: Members AGREED the meeting schedule following the amendments.	
PC26/51	WDC Draft Local Plan – response. Members AGREED with items they wanted for a response to the Draft Local Plan. NW to compile a response and submit to WDC before the imminent closing date.	NW
PC26/52	Personnel Matters – update on any personnel issues.	

	NW gave a verbal report on the Clerk & RFO, vacant post and reported that the interviews would take place on Wednesday 8 th April 2026.	
PC26/53	Financial Matters i) Income and Expenditure to date Members NOTED the income and expenditure, with no questions. ii) To note and accept the Bank Reconciliations for December 2025 and January 2026. RESOLVED: Members AGREED to APPROVE the Bank Reconciliations for December 25 and January 2026. iii) To note and accept the Payment Lists for December 2025 and January 2026. RESOLVED: Members AGREED to APPROVE the Payment Lists for December 25 and January 2026. iv) To note and accept the CIL and Earmarked Reserves. Members NOTED the CIL and Earmarked Reserves. Members had questions about the CIL Allocation monies. NW to circulate the CIL allocation list and a list of all the CIL items that the money had been used for. Members asked for this to be placed on the next F & GP agenda. NW recommended that CIL Sub-Committee arranged a meeting to discuss the CIL allocations and any updating that might be needed.	NW
PC26/54	Risk management – to consider the effects (if any) arising from items on the agenda. There were no risk items to consider at this time.	
PC26/55	Urgent items – for noting or referral to next agenda for Full Council or appropriate committee/sub-committee. Cllr Sheppard reported that the meetings were not showing when accessing the website from mobile phones. NW would try and sort this glitch out but would make sure this is up and working on the new gov website once it goes live.	NW
PC26/56	Date of Next meeting – Tuesday 5th May 2026.	

Meeting ended at 7.42pm.

Signed: _____ **Date:** ____ - _____