

Telephone: 07548 528754
Email: clerk@hooe-pc.gov.uk
Website: www.hooe-pc.gov.uk
Date: 3rd March 2026

The Red House
Lower St
Ninfield
TN33 9ED

All Councillors: I hereby give notice that you are summoned to attend the Full Parish Council meeting on Monday 9th March 2026 at 7pm at the Village Hall when it is proposed to transact the business stated below.

Signed: J Scarff – Locum Clerk (Proper Officer/RFO) to Hooe Parish Council

Public attendance and questions in accordance with [Standing Orders](#)

Close of public participation.

Members of the public are welcome to stay and observe the meeting.

Business To Be Transacted

1. The Chairs welcome to the meeting.
2. To receive reports to note from:
 - i. Parish Councilor's
 - ii. County Councillor
 - iii. District Councillor
 - iv. Saint Oswalds Church
3. To receive apologies and reasons for absence in accordance with the Local Government Act 1972 S85 (1)
 - i. To consider accepting apologies
 - ii. Other absences to note.
4. Disclosure of Interests.

In accordance with the Localism Act 2011 and the Parish Council Code of Conduct to receive disclosures by members of personal interests in matters on agenda, the nature of the interest and whether the member regards the interest as prejudicial under the terms of the revised code of members conduct.

- i. Disclosable Pecuniary Interests
- ii. Other Interests (non-pecuniary)
- iii. To consider granting dispensations if requested.

Nb. Any changes to a member's register of interests should be notified to the clerk immediately.

5. To receive the minutes of the Full Council Meeting held on [9th February 2026](#) to be considered for approval as a true record and signed by the chair.
6. Public Exclusion: in accordance with section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, and as extended by Schedule 12A of the Local Government Act 1972, the public, including the press, be excluded from the meeting because of the confidential nature of the business to be transacted.
7. To consider a response to Wealden District Council for the following planning application:
 - a. [WD/2025/2586/LBR](#)
Court Lodge, Kiln Lane, Hooe, TN33 9HJ
Part retrospective application for works to update kitchen, bathrooms, bedroom, small reception room and hallway area in the 1930s extension attached to the historic house.

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8. To consider for approval the changes to the terms and conditions of booking the village hall.
9. To consider a response to the WDC Regulation 18 consultation of the proposed Local Plan, if required, and agree any actions required.
10. To consider a proposal to put the council owned field known as The Boggs forward as a designated Local Wildlife Site and to consider progression to a designation as a Local Nature Reserve.
 - a. If councillors would like to progress to a designation of a Local Nature Reserve to agree to commission a management plan for the area at a cost of approximately £700.
11. To review the Privacy Statement for the website and agree any actions required.
12. To review the council's asset register and agree any actions required.
13. To review the council's IT Policy
14. To consider the adoption of the following policies
 - a. The Internal Control Policy
 - b. The Investment Policy
 - c. The Financial Reserves Policy
 - d. Data Protection Policy
15. To consider the following financial matters.
 - i. To receive the statement of accounts to 28th February 2026 for noting
 - ii. The bank reconciliation and corresponding bank statement to 28th February 2026 for noting.
 - iii. To note the payments made during February 2026 and agree payments to be made for invoices received in February.
 - iv. To consider entering into a 3-year contract with the Internal Auditors.
16. To consider the use of Dunks Field and agree any actions required.
17. To consider a change of date for the April Meeting to 20th April 2026, 7pm at Hooe Village Hall.

Agenda circulation to all councillors.

In accordance with The Data Protection Act 2018 all attendees of the meeting are hereby notified that the meeting may 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.

Hooe Parish Council

Bank - Cash and Investment Reconciliation as at 28 February 2026

Confirmed Bank & Investment Balances

Bank Statement Balances

28/02/2026	Unity Trust Bank	59,371.55
28/02/2026	Unity Trust Bank Savings	54,438.18

113,809.73

Receipts not on Bank Statement

0.00

Closing Balance

113,809.73

All Cash & Bank Accounts

5	Unity Trust Bank Current	59,371.55
6	Unity Trust Savings	54,438.18
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	113,809.73

**Bank Reconciliation Statement as at 28/02/2026
for Cashbook 5 - Unity Trust Bank**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Trust Bank	28/02/2026		59,371.55
			<u>59,371.55</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			59,371.55
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			59,371.55
		Balance per Cash Book is :-	59,371.55
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation up to 28/02/2026 for Cashbook No 5 - 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>Cleared</u>	<u>Payee Name or Description</u>
13/01/2026	BACS	107.69		107.69		R <input type="checkbox"/>	Hannington Gilbert & co Ltd
09/02/2026	DD	3.00		3.00		R <input type="checkbox"/>	LLOYDS BANK
10/02/2026	BACS	1,125.00		1,125.00		R <input type="checkbox"/>	G. Pont
10/02/2026	BACS	1,471.50		1,471.50		R <input type="checkbox"/>	J.SCARFF CLERK
10/02/2026	BACS	10.00		10.00		R <input type="checkbox"/>	POWDER MILL TRUST
10/02/2026			80.00	80.00		R <input type="checkbox"/>	Receipt(s) Banked
12/02/2026	SO	65.52		65.52		R <input type="checkbox"/>	UNISERVE LTD
26/02/2026			52.97	52.97		R <input type="checkbox"/>	Receipt(s) Banked
27/02/2026	DD	126.70		126.70		R <input type="checkbox"/>	EVERFLOW
27/02/2026			52.97	52.97		R <input type="checkbox"/>	Receipt(s) Banked
27/02/2026			29.97	29.97		R <input type="checkbox"/>	Receipt(s) Banked
28/02/2026	DDR	7.20		7.20		R <input type="checkbox"/>	UNITY TRUST BANK
		<u>2,916.61</u>	<u>215.91</u>				

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

**Bank Reconciliation Statement as at 28/02/2026
for Cashbook 6 - Unity Trust Savings**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Trust Bank Savings	28/02/2026		54,438.18
			<u>54,438.18</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			54,438.18
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			54,438.18
		Balance per Cash Book is :-	54,438.18
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate