

Ashburnham and Penhurst Parish Council

Clerk: Brian Holdstock

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Parish Council Members are Summoned to the Ordinary Meeting of the Parish Council to be held on Wednesday 23rd September 2015 at 7.30p.m. in the Ashburnham Sports Pavilion

Signed *Brian Holdstock*

Date: 16 September 2015

Brian Holdstock, Clerk

A G E N D A

1. **Apologies for absence**
2. **Disclosures of interest**
 - 2.1. To receive any disclosure by Members of personal and disclosable pecuniary interests in matters on the agenda, the nature of any interest and whether the Member regards the personal interest as prejudicial under the terms of the Code of Conduct.
3. **Adoption of Minutes**
 - 3.1. To adopt the minutes of the Ordinary Council Meeting held on 29th July 2015.
4. **Open Forum**
 - 4.1. To invite RDC and ESCC Council representatives to speak to any matters they wish.
 - 4.2. To invite members of the public to speak about any matters they wish, whether or not they are on the agenda.
5. **Finance and RFO Report**
 - 5.1. Payments approval
 - 5.1.1. FMS maintenance – pavilion plumbing £60 (retrospective)
 - 5.1.2. Clerk salary Oct, Nov, Dec 2014 £184.14 per month
 - 5.1.3. Pavilion consumables £64.98 (claim inspected by Chair)
 - 5.1.4. Clerk expenses 24/7/14-31/3/15 £126.04 (claim approved by Chair)
 - 5.1.5. Meridian Marquees £840 (approved in advance 12Nov 10) a) and 23Mar 10) b))
 - 5.1.6. NALC publication, “Local Councils Explained” £54.99 (retrospective)
 - 5.1.7. South East Water – pavilion £35.83 (retrospective)
 - 5.2. Receipts to note
 - 5.2.1. £250 Bickersteth’s donation to marquee (received)
 - 5.2.2. £250 Strutt & Parker donation to marquee
 - 5.3. Financial position and bank reconciliation at end of first quarter (*2 attachments*)
 - 5.4. RFO report
 - 5.4.1. To review the change to the banking arrangements and signatories.
6. **Planning**
 - 6.1. To receive the minutes of the Planning Committee held on 9th September and in so doing –
 - 6.1.1. to affirm that members had no pecuniary or other interests to declare;

- 6.1.2. to approve the response to Rother District Council in respect of RR/2015/1963/P - Clear View Farm, Brays Hill, Ashburnham - New building and tarmac drive.
 - 6.1.3. to approve the response to Rother District Council in respect of RR/2015/1952/L - Little Acre, Brays Hill, Ashburnham - Works To Listed Building (New Flue And Weatherboarding On Gable End).
- 6.2. Previous applications - to note outcomes
- 6.2.1. RR/2015/998/P - Ashburnham Recreation Ground, Church Road, Ashburnham, TN33 9NU - Proposed new Ashburnham & Penhurst Village Hall. *Undecided*
 - 6.2.2. RR/2015/1480/P - Buckwell Ghyll, Olivers Hill Farm, Lakehurst Lane, TN33 9PE - Provision of integral residential accomodation within existing Care Farm Building. *Refused.*
 - 6.2.3. RR/2015/1719/P - Keeleys Yard, Red Barn,Ponts Green, TN33 9PE - Proposed new office space and staff facilities. *Approved Conditional.*
- 6.3. New applications – to formulate the Council’s response in respect of:
- 6.3.1. RR/2015/2071/P - Archers Farm, Penhurst TN33 9QN - Removal of existing building and build new tractor shed and workshop.
 - 6.3.2. RR/2015/2078/P - Penhurst Field, Penhurst, TN33 9QN - Demolish existing office/ summerhouse and replace with studio/ office constructed in Sussex sandstone and brick base with feather edge cladding; glass doors and panels with a new clay peg tiles on the roof.
 - 6.3.3. RR/2015/2241/P - Burnt Barns Farm, Freckley Hollow, Ashburnham - Proposed manege for private, non-commerical equestrian use.
- 6.4. Enforcement Update - to note
- 6.4.1. ENF/ASH/2013/231 - Anderson Wood, Ashburnham - Importation of MoT type 1 onto bridle path – No Further Action, Enforcement Notice complied with.

7. Governance

- 7.1. Standing Orders
 - 7.1.1. To receive and, if approved, to adopt a revised set of Standing Orders.
- 7.2. Transparency Code for Smaller Authorities
 - 7.2.1. To note that compliance requirements regarding meeting notifications online are now being complied with.
 - 7.2.2. To note that other requirements such as a list of councillors and quarterly financial statements are also now met.
 - 7.2.3. To note that there remains one requirement to meet – namely the posting of all items of expenditure over £100 by July following the year end. The following information must be published:
 - 7.2.3.1. date the expenditure was incurred,
 - 7.2.3.2. summary of the purpose of the expenditure,
 - 7.2.3.3. amount, and
 - 7.2.3.4. Value Added Tax that cannot be recovered.
- 7.3. To note that the Council is now fully compliant with requirements regarding preparation of responses to planning applications.

8. Highways matters

- 8.1. Finger posts
 - 8.1.1. To review quotations received for finger post replacement.
- 8.2. Verge cutting
 - 8.2.1. To note that the urban cut (opposite Old Post Office) is according to schedule; the rural cut is due by end of September.

8.3. Other highways matters (Cllr Hann)

9. Sports Pavilion

- 9.1. To note the following maintenance matters
 - 9.1.1. Paper towel dispensers fitted in both kitchens
 - 9.1.2. Plumber visit to seal kitchen sink mixer and adjust one w.c. flush
 - 9.1.3. Fitted floor covering damaged in east changing room

10. Village Hall

- 10.1. New Hall Steering Group
 - 10.1.1. To receive any reports of fund raising
 - 10.1.1.1. Donation £40 from Ashtree Inn quiz winners
 - 10.1.1.2. Donation £350 from Flower Show tea sales courtesy of Jay Ashworth
 - 10.1.1.3. Donation £166 from Flower Show honey stall courtesy of Alex Wilson
 - 10.1.1.4. Donation £297 from Flower Show BBQ courtesy of fund raising team
- 10.2. Planning Permission for new hall
 - 10.2.1. To review progress of the current planning application
 - 10.2.2. Enquire of Cllr Gary Curtis how to access funding £50k from RDC

11. Community matters

- 11.1. To approve joining CPRE – annual subscription £36
- 11.2. To receive a progress report on the new web site.
- 11.3. To note that the Remembrance service on Sunday 8th Nov will commence at 10.50am, that the Rev Paul McVeigh has confirmed that he will lead it and that road closures notices have been actioned by RDC.

12. Correspondence

- 12.1. Wealden notification of Ashdown Forest change of strategy

13. Trainings and Conferences

- 13.1. To note the following SSALC events of potential interest to members:
 - 13.1.1. Chairs Networking Day - 30 September 2015 (daytime)
 - 13.1.2. East Sussex Planning Event – Tues 6 October 2015 (evening)
 - 13.1.3. Surrey Planning Event – Wed 7 October 2015 (evening)
 - 13.1.4. West Sussex Planning Event – Thurs 8 October 2015 (evening)
 - 13.1.5. HR Services Partnership/Chairmanship Training - 13 October 2015 (timing TBA)
 - 13.1.6. Legal & Finance Day - 20 October 2015 (daytime)

14. Information for Councillors / Future Agenda items

- 14.1. Penhurst notice board – request that members consider replacement

15. Dates of Next Meetings

- 15.1. The next ordinary council meeting will be on Wednesday 2nd December at 7.30pm in the Sports Pavilion.
- 15.2. The next meeting of the Planning Committee will be held on Wednesday 21st October at 7.30pm in the Sports Pavilion. If there are no planning matters to consider the meeting will be cancelled.