

# 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 9th March 2016 at 7.30p.m. in the Ashburnham Sports Pavilion**

Signed *Brian Holdstock*

Date: 3 March 2016

Brian Holdstock, Clerk

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### 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 13th January 2016.

#### **4. Open Forum**

- 4.1. To invite RDC and ESCC Council representatives to speak to any matters they wish.
  - 4.1.1. To receive an RDC progress report on the refuse collection service failures at Ponds Green.
  - 4.1.2. To note the effect on ESCC of the transition from Revenue Support Grant to a Business Rates based funding regime.
- 4.2. To invite the RDC Monitoring Officer, John Collins, to address the meeting.
- 4.3. To invite members of the public to speak about any matters they wish, whether or not they are on the agenda.

#### **5. RFO Report and Governance**

- 5.1. To confirm the registration of an additional approval signatory for online banking with Unity Trust Bank.
- 5.2. To confirm the appointment of Keith Robertson, FCMA, as internal auditor for the period ending 31 March 2016. (letter of engagement and audit plan attached).
- 5.3. To approve the following payments -
- 5.4. To approve the following payments:
  - 5.4.1. Parish Magazine advertisement 1 year - £20
  - 5.4.2. AiRS new hall consultancy - £180
  - 5.4.3. South East Water (pavilion) - £27.96
- 5.5. To note following receipts:
  - 5.5.1. ESCC finger post subsidy - £996.90
- 5.6. Governance – to note the revised guidelines for the payment of parish councillor’s Basic Allowance
- 5.7. Governance – Annual Assembly 21st April 2016
  - 5.7.1. To review the arrangements for the business meeting.
  - 5.7.2. To review arrangements for the lighting of the beacon which is expected to follow.
- 5.8. Governance – Local Action Plan – to review

## **6. Planning**

- 6.1. Previous applications - to note outcomes or status
  - 6.1.1. RR/2015/998/P – Ashburnham recreation ground – proposed new village hall  
*Undecided*
- 6.2. New applications – none
- 6.3. Breaches and Enforcement updates – to note (no changes since last meeting)
  - 6.3.1. ENF/ASH/2011/293 - Brays Hill - holiday let rules breached - enforcement action.  
Holiday home used as permanent home. *Awaiting information*
  - 6.3.2. ENF/177/15/ASH - Naulakha, Lakehurst Lane, Ashburnham - Alterations to holiday let and possible permanent residential use.. *Visit being arranged.*
  - 6.3.3. ENF/193/15/ASH – Buckwell Ghyll, Lakehurst Lane, Ashburnham – caravan noted.
- 6.4. Appeals
  - 6.4.1. RR/2015/1480/P – 2356 Buckwell Ghyll, Olivers Hill Farm, Lakehurst Lane, TN33 9PE - Provision of integral residential accomodation within existing Care Farm Building – awaiting informal hearing

## **7. Highways matters**

- 7.1. Finger posts
  - 7.1.1. To note that the replacement of posts at The Pound and Penhurst church have been installed and the ESCC subsidy received.
  - 7.1.2. To consider the posts at Compass Lane and at Forge Lane as the next two to repair / replace with the benefit of 50% subsidy from ESCC.
- 7.2. Rights of Way
  - 7.2.1. Honey Lane (Warbleton Byway 82) – to note the state of disrepair and liaise with Warbleton from which the byway emerges into Slivericks.
- 7.3. Drainage
  - 7.3.1. Flooding in Farthing Lane below Peltham is caused by a blocked culvert. To note progress following reporting to Fix My Street.
- 7.4. Highways
  - 7.4.1. Potholes (Cllr Richard Hann to report)

## **8. Premises**

- 8.1. New village hall
  - 8.1.1. To receive reports from the Committee (New Hall Steering Group)
- 8.2. Village Hall
  - 8.2.1. To receive reports from the Village Hall Management Committee (Cllr Richard White to report.
- 8.3. Pavilion
  - 8.3.1. To note the commencement of landscaping works.

## **9. Community matters**

- 9.1. Refuse collection service to Ponto Green – Cllr Richard Hann to report.
- 9.2. Parish notice board for Penhurst – permission for siting requested.

## **10. Correspondence**

- 10.1. ESCC Consultation on Local Flood Risk Management Strategy (email in generic Consultations)

## **11. Information for Councillors / Future Agenda items**

## **12. Circulation folder**

- 12.1. Local Councils Direct

## **13. Dates of Next Meetings**

- 13.1. To note that the revised schedule of ordinary council meetings in 2016, on Wednesdays at 7.30pm in the Sports Pavilion, is as follows:

11th May  
13th July  
14th September  
9th November

- 13.2. To note that the revised schedule of meetings of the Planning Committee in 2016, on Wednesdays at 7.30pm in the Sports Pavilion, is as follows:

13th April  
8th June  
10th August  
12th October  
14th December

If there are no planning matters to consider the meeting will be cancelled.