

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 November 2016 at 7.30p.m. in the Ashburnham Sports Pavilion

Signed *Brian Holdstock*

Date: 3 November 2016

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 confirm the minutes of the ordinary meeting of the Council held on 14th September 2016 as a true and correct record.

4. Open Forum

- 4.1 To receive verbal reports on any matters to which RDC and ESCC Councillors wish to speak.
- 4.2 To receive verbal representations on any items, whether or not they are on the agenda, to which members of the public wish to speak.

5. Community matters

- 5.1 Local Action Plan – to receive an update from lead members

6. RFO Report and Governance

6.1 RFO report

- 6.1.1 To receive the income and expenditure report for the period ending 31st October 2016 (7 months)
 - 6.1.2 To review draft budget proposals for 2017/18 and confirm the broad principles.
 - 6.1.3 To note the Business Rates review and the continuance of 100% relief on Sports Ground and pavilion rates.
- 6.2 To receive the schedule of receipts and payments since the last meeting (September and October)
 - 6.2.1 To approve the following payments
 - 6.2.1.1 Eastbourne Repairs – Vacuum cleaner pavilion £100 or so (retrospective)
 - 6.2.1.2 Zurich Insurance - £96 supplementary for bonfire and fireworks (retrospective)
 - 6.2.1.3 Battle Area Community Transport – grant £100
 - 6.2.1.4 PKF Littlejohn – External auditor - £120
 - 6.2.1.5 CATS – accidental damage insurance excess £100 – damage to TV monitor
 - 6.2.1.6 Vesa mount – mount TV monitor on skelting - £60 (provision)

6.3 Governance

6.3.1 RDC review of polling places (village hall)

7. Planning

7.1 Applications previously considered - outcomes or status noted -

- 7.1.1 RR/2016/1838/P and /1840/L - Old Barn, Lakehurst Lane, Ashburnham - Demolition of modern extension and erection of two storey extension and internal alterations - amendment to RR/2014/1463/P - 500mm extension (*Supported. Listed BC-Granted; Permission-Approved conditional*)
- 7.1.2 RR/2016/1901/P - Ashburnham Place, The Kitchen Garden, Ashburnham TN33 9NE - Retention of existing church hall on a permanent basis. (*Supported. Approved conditional*)
- 7.1.3 RR/2016/2000/L - Little Acre, Brays Hill, Ashburnham TN33 9NZ - Wood burner with stainless steel flue and 2no. roof lights. (Retrospective) (*Listed BC-Granted*)
- 7.1.4 RR/2016/1792/L - Ashburnham Place, TN33 9NF - To extend existing chimney flue that has been redundant since the 1960's. (*Undecided*)
- 7.1.5 RR/2016/2172/PN3 - Thornden Farm Offices, Thornden Lane, Ashburnham TN33 9PE - Change of use of offices (Use Class B1a) to a three bedroom dwelling (Use Class C3.) (*Prior app not required*)

7.2 New applications – to determine the council's response to the following:

- 7.2.1 RR/2016/2442/CM - Ashburnham Place, Ashburnham TN33 9NF - Installation of an underground cess pool tank and disposal of excavated soils. *Decided: No objection conditions*
- 7.2.2 RR/2016/2571/P - Burnt Barns Farm, Freckley Hollow, Ashburnham, TN33 9LZ - Proposed games room over existing garages.

7.3 Breaches and Enforcement – to note updates and progress

- 7.3.1 ENF/14/15/ASH - Little Acre (Clear View Farm), Brays Hill, Ashburnham - New building and tarmac drive - *Enforcement effective 18/8/16 with 2mths to comply with requirement to remove unapproved drive and reinstate to agricultural use. Now appealed – see New Appeal below.*

7.4 New Appeal – to determine if the council wishes to make representation:

- 7.4.1 APP/U1430/C/16/3156685 –(RDC portal ref 2408) - Little Acre (Clear View Farm), Brays Hill, Ashburnham - Appeal against Enforcement Notice RR/2016/2630/ENF requiring land to be reinstated to former use. *Status: current*

8. Highways matters

- 8.1 New highways maintenance contract – to receive a verbal report from the clerk.
- 8.2 Finger posts
 - 8.2.1 To receive an update from Cllr Hann regarding care and maintenance.
- 8.3 Potholes
 - 8.3.1 To receive a verbal report from Cllr Hann on highways liaison.
- 8.4 Verge cutting
 - 8.4.1 To receive a verbal report from the clerk regarding the second rural cut.

9. Premises

- 9.1 New village hall
 - 9.1.1 To receive updates on the planning permission application
- 9.2 Village Hall
 - 9.2.1 To receive reports from the Village Hall Management Committee (Cllr Richard White to report)

9.3 Pavilion

- 9.3.1 Project 1 – Road boundary completion
- 9.3.2 Project 2 – Concrete slab integration into landscaping
- 9.3.3 Project 3 – Replacement of carpet

10. Correspondence

- 10.1 From Tim and Julia Shaw re aircraft noise
- 10.2 From Gilly Pawson re Brays Hill

11. Information for Councillors / Future Agenda items

12. Circulation folder

- 12.1 Councils Direct magazine

13. Dates of Next Meetings

- 13.1 To note that ordinary council meetings are scheduled for the second Wednesday of alternate months at 7.30pm in the Sports Pavilion and that the dates of meetings for the remainder of the council year are as follows:

2017

11th January

8th March

27th April - Annual Assembly

10th May – Annual Meeting

- 13.2 To note that planning committee meetings are scheduled for the second Wednesday of alternate months at 7.30pm in the Sports Pavilion and that the dates of meetings for the remainder of the council year are as follows:

14th December

2017

8th February

12th April

If there are no planning matters to consider the meeting will not be called.