

# 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 8th March 2017 at 7.30p.m. in the Ashburnham Sports Pavilion**

Signed *Brian Holdstock*

Date: 2 March 2017

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 confirm the minutes of the ordinary meeting of the Council held on 11th January 2017 as a true and correct record.

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

- 4.1 To receive verbal reports from RDC and ESCC Councillors.
- 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 from members first drafts of their section of the report to be made to the Annual Assembly on 27th April 2017.
- 5.2 Rural broadband – to receive progress reports of the current rollout programme.
- 5.3 Parish website – to note progress of approved upgrades.
- 5.4 Remembrance Sunday 12th November 2017
  - 5.4.1 To determine who is to be invited to lead the service of remembrance at 11am.
- 5.5 Friendly Neighbours – to review the assistance the parish council may, within its powers, choose to give.

#### **6. RFO Report and Governance**

- 6.1 RFO report
  - 6.1.1 To receive the projected end of year financial reports.
- 6.2 Receipts and payments
  - 6.2.1 To receive the receipts and payments schedule
  - 6.2.2 To receive a note of the bank balances
  - 6.2.3 To approve the following payments
    - 6.2.3.1 Town & Country Planning (previously approved prior to invoice) £2,425 + £485 vat
    - 6.2.3.2 IoN Safety £45 (retrospective) – fire extinguisher check, Pavilion
    - 6.2.3.3 Community Buildings Advisory Service £180 – renewal of subscription

### 6.3 Budget for 2017/18

6.3.1 To review the approved draft budget, resolve on any amendments and to confirm adoption.

### 6.4 Governance

6.4.1 Annual Assembly – to consider the arrangements and timing on 27th April

## 7. Planning

7.1 Applications on previous agendas – to note the current status:

7.1.1 RR/2015/998/P – Ashburnham recreation ground – proposed new village hall  
*Approved conditional*

7.1.2 RR/2016/3036/P and /3098/L - Agmerhurst House, Kitchenham Road, Ashburnham/Catsfield TN33 9NB - Two storey rear extension with alterations to the ground floor courtyard. *(Approved conditional)*

7.1.3 RR/2016/3092/P & /3093/L - Ashburnham Place, Ashburnham, TN33 9NF - Conversion of redundant traditional 'bothy' style sheds into four artisan workshops. *Remains undecided.*

7.2 Applications on the agenda for the first time – to determine the council's response:

7.2.1 RR/2017/54/P & RR/2017/55/L – 4 Brays Hill, Ashburnham TN33 9NZ - Two storey rear/side extension, alterations to fenestration & decking. *Approved conditional*

7.2.2 RR/2017/111/P - Gardeners Farm, Brays Hill, Ashburnham TN33 9NZ - Demolition of existing ground floor side extension. Construction of new two storey side extension. *Approved conditional.*

7.3 Breaches and Enforcement – members noted the following breaches or enforcements -

7.3.1 ENF/244/16/ASH – Land at Ponds Green adjacent to The Bungalow – siting and residential use of caravan. *RDC awaiting information from the landowner.*

7.3.2 Telegraph point – The deadline for the termination of the existing residential use is 17 Jul 2018.

7.3.3 ENF/14/15/ASH - Little Acre (Clear View Farm), Brays Hill, Ashburnham - New building and tarmac drive - *Enforcement with requirement to remove unapproved drive and reinstate to agricultural use appealed. (see below)*

7.4 Appeals

7.4.1 To note the following undetermined appeal against the enforcement notice ENF/14/15/ASH above. 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, decision awaited.*

7.4.2 The Stables, Brays Hill, TN33 9NZ – Appeal against refusal of planning applications RR/2016/1570/P and RR/2016/1766/P accepted by Inspectorate. Waiting start date and appeal reference number.

## 8. Highways matters

8.1 Cllr Hann to report on any developments.

## 9. Premises

9.1 New village hall

9.1.1 To note that planning permission has been received and consider the conditions.

9.1.2 To review the new governance arrangements needing to be made.

9.1.3 To consider the nature of a presentation to the Annual Assembly on 27th April 2017.

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 To note that the new floor covering will be installed as soon as possible after 31st March.
- 9.3.2 To note that the remainder of the boundary fencing project will be completed as soon as ground conditions permit.
- 9.3.3 To note that the completion of the landscaping around the concrete slab will be commenced after 31st March.
- 9.3.4 To note the cost of repairs to the hot water system.

### 10. Correspondence

- 10.1 Phil Tarrant – tree felling at Brays Hill
- 10.2 ESCC Cllr Laurence Keeley – briefing paper on Community Land Trusts

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

### 12. Dates of Next Meetings

- 1.1 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:
  - Annual Assembly 27th April 2017
  - 10th May 2017 (Annual Council Meeting)
- 1.2 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:
  - 12th April 2017If there are no planning matters to consider the meeting will not be called.