

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 13th September 2017 at 7.30p.m. in the Ashburnham Sports Pavilion

Signed *Brian Holdstock*

Date: 7 September 2017

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 12th July 2017 as a true and correct record.
- 3.2 To receive the minutes of the Planning Committee meeting of the Council held on 9th August 2017.

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 review the contributions of lead councillors (relates in part to 6.3.1).
- 5.2 Rural broadband – to receive progress reports of the current BT programme.
- 5.3 Parish website – to review updating of pages.
- 5.4 Thursday Club – to consider appropriate recognition for the organiser.

6. Finance and Governance

- 6.1 RFO report
 - 6.1.1 Pensions Regulator – Declaration of Compliance completed.
 - 6.1.2 Financial reports
 - 6.1.2.1 Bank reconciliation
 - 6.1.2.2 Budget report first 4 months 2017/18
- 6.2 Receipts and payments
 - 6.2.1 To receive the schedule of receipts and payments for the months of July and August.
 - 6.2.2 To approve the following payments
 - 6.2.2.1 RALC subscription £30 (hard copy needed)
 - 6.2.2.2 Clive O’Sullivan reimbursement line spray paint £18.08
 - 6.2.2.3 Nigel Turner pavilion window cleaning £26
 - 6.2.2.4 Carol Lovett – pavilion cleaning 5months to July ‘17 - £266.25

6.3 Governance

- 6.3.1 Councillors' responsibilities: to review the published list (statutory requirement)
- 6.3.2 Data Protection – review of NALC Legal Topic Note 04-17
- 6.3.3 Public Sector Mapping Agreement application

7. Planning

- 7.1 Applications on previous agendas – to note the current status
 - 7.1.1 RR/2017/1046/P – Naulakha, Lakehurst Lane, Ashburnham TN33 9PE - Use as dwelling house (currently holiday lets). *(PC Planning Committee met and resolved to oppose; RDC refused 13/7/17)*
- 7.2 Applications on the agenda for the first time. –to note the council's response as determined by the council's Planning Committee
 - 7.2.1 RR/2017/1678/L - Manor House, Tower House Road, Penhurst TN33 9QP - Proposed revisions to internal layout of attic, first floor and ground floor. *No position taken on Listed Building Consent; currently undecided)*
 - 7.2.2 RR/2017/1522/P - Oak Bank, Farthing Lane, Ashburnham TN33 9PB - Temporary agricultural workers' dwelling. *Supported with condition that an alternative location, less harmful to the AONB, be found; currently undecided.*
- 7.3 Breaches and Enforcement – to note updates and progress
 - 7.3.1 Burnt Barns Farm, Freckley Hollow - ENF/11/17/ASH – breach of condition 3 of RR/2013/829/P “the boat house . . . shall be used only for purposes incidental to the occupation and enjoyment of the occupants of Burnt Barns Farm . . . and not for any trade or business.” *No further updates*
- 7.4 Appeals – to note updates and progress
 - 7.4.1 To note the following 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: Appeal dismissed; enforcement upheld; 19 June '17; Prosecution process commenced 14 Aug '17*
 - 7.4.2 The Stables, Brays Hill, TN33 9NZ – Appeal against refusal of planning applications RR/2016/1570/P and RR/2016/1766/P. *(Appeals started 3 May, representations by 3 June '17; RDC ref no. 2459; Appeals allowed and Permission Granted 7 Aug '17)*

8. Highways matters

- 8.1 Finger posts condition – verbal reports
- 8.2 Potholes repairs – verbal reports
- 8.3 Overgrown hedges – verbal reports
 - 8.3.1 Farthing Lane

9. Premises

- 9.1 New village hall
 - 9.1.1 To note correspondence with HMRC regarding vat.
 - 9.1.2 To receive 2 items of correspondence from Strutt & Parker
 - 9.1.3 Widening of site access – progress report
 - 9.1.4 Other progress reports.
- 9.2 Pavilion
 - 9.2.1 To consider significant expenditure to be included in the budget for 2018/19
- 9.3 Village Hall
 - 9.3.1 To receive reports from the Village Hall Management Committee (Cllr Richard White to report)

10. Correspondence

- 10.1 W.I. request for support for Christmas tree decoration
- 10.2 Wealden re: road closure order, Remembrance Sunday
- 10.3 Invitation to Community Resilience Conference
- 10.4 Democracy For Bexhill – questionnaire from lobby group
- 10.5 Bexhill Community Governance Review
- 10.6 HMRC vat liability team – correspondence out
- 10.7 RDC – Annual canvass for electoral registration
- 10.8 East Sussex ALC AGM and autumn conference 6 Oct 2017

11. Information for Councillors / Future Agenda items

- 11.1 November meeting to include first draft of budget for 2018/19
- 11.2 Proposed amendment to SO to make agenda item 3 “ADDITIONAL AGENDA ITEMS - To consider such other items as the Chairman decides are urgent and due notice of which has been given to the Clerk by 12 Noon on the day preceding the meeting.”

12. Dates of Next Meetings

- 12.1 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:
 - 8th November
 - 10th January
 - 14th March
 - Annual Assembly Thursday 26th April
 - 9th May (Annual Meeting)
- 12.2 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:
 - 11th October
 - 13th December
 - 14th February
 - 11th April

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