

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 November 2017 at 7.30p.m. in the Ashburnham Sports Pavilion

Signed *Brian Holdstock*

Date: 2 November 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. Additional agenda items

To consider such other items as the Chair decides are urgent and due notice of which has been given to the clerk by 12 noon on the day of the meeting.

4. Adoption of Minutes

- 4.1 To confirm the minutes of the ordinary meeting of the Council held on 13th September 2017 as a true and correct record.

5. Open Forum

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

6. Community matters

- 6.1 Local Action Plan – to review members’ contributions.
- 6.2 Rural broadband – to receive progress reports of the current BT programme.
- 6.3 Parish website – to receive reports of development.
- 6.4 Police Liaison – to request a presence at the Annual Assembly
- 6.5 BT Payphone Box – to receive reports on refurbishment.
- 6.6 ESCC libraries consultation – to consider implications of closing the mobile library.
- 6.7 Refuse collection – to note recycling service interruption at TN33 9PB and 9QN
- 6.8 Drones – to review concerns expressed about increased activity.

7. Finance and Governance

7.1 RFO report

- 7.1.1 To note The National Joint Council for Local Government Services (NJC) has reached agreement on the following:
New pay scales for 2016-2017 to be implemented immediately and backdated to 1 April 2016, and
New pay scales for 2017-2018 to be implemented from 1 April 2017.

- 7.1.2 To adopt the new pay scales in accordance with the clerk contract of employment which defines the salary as point 18 within the 18-19 range in scale LC1 as set out in the National Agreement.
 - 7.1.3 Bank reconciliation – to receive a report.
 - 7.1.4 Spend against Budget to 30 October 2017 – to receive a report.
 - 7.1.5 Budget for 2018/19 – to receive a first proposal from the RFO.
- 7.2 Receipts and payments
- 7.2.1 To receive the schedule of receipts and payments for the months of September and October.
 - 7.2.2 To approve the following payments:
 - 7.2.2.1 Meridian Marquees – Country Fair marquee - £700 plus vat
 - 7.2.2.2 Clerk expenses to end September - £28.46
 - 7.2.2.3 Clerk back pay in accordance with 6.1.2 above - £66.42
 - 7.2.2.4 Tim Wakeling, quarterly web maintenance June – Aug - £45 *retrospective*
 - 7.2.2.5 Tim Wakeling, quarterly web maintenance Sep – Nov - £45
 - 7.2.2.6 Support grants as budgeted:
 - 7.2.2.6.1. Rother CAB - £100
 - 7.2.2.6.2. Battle Area Community Transport - £100
 - 7.2.2.6.3. Parish Magazine - £300
 - 7.2.2.6.4. Chapel - £100
 - 7.2.2.6.5. Burial grounds – Penhurst PCC - £300
 - 7.2.2.6.6. Burial grounds – Ashburnham PCC _ £300
- 7.3 Governance
- 7.3.1 Standing Orders – to adopt the revision previewed at the previous meeting to allow additional agenda items subject to the published provisions.
 - 7.3.2 Data Protection – to note that ICO Self Assessment indicates that the parish council has no need to be registered with the ICO.
 - 7.3.3 Boundary commission – to note that proposals are that Etchingham and Ticehurst will leave our parliamentary constituency.
 - 7.3.4 Mapping licensing – Public Sector Mapping Agreement (PSMA) registered. New RALC group license added for Parish Online.

8. Planning

- 8.1 Applications on previous agendas - to note the current status
 - 8.1.1 RR/2017/1678/L - Manor House, Tower House Road, Penhurst TN33 9QP - Proposed revisions to internal layout of attic, first floor and ground floor.
 - 8.1.1.1 *Listed Building Consent granted.*
 - 8.1.2 RR/2017/1522/P - Oak Bank Farm, Farthing Lane, Ashburnham TN33 9PB - Temporary agricultural workers' dwelling. *Undecided status regained after earlier refusal 'improperly made'.*
- 8.2 Applications on the agenda for the first time – to note the council’s response as determined by the council’s Planning Committee) OR to determine the council’s response.
 - 8.2.1 RR/2017/1879/P - Naulakha, Lakehurst Lane, Ashburnham, TN33 9PE – Erection of holiday let and used of caravan as holiday let (Retrospective) *Undecided Note: RDC invited the application*
- 8.3 Breaches and Enforcement – to note updates and progress
 - 8.3.1 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*
- 8.4 Appeals – to note updates and progress

- 8.4.1 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: Appeal dismissed; enforcement upheld; 19 June '17; Prosecution process commenced 14 Aug '17; Prosecution successful and track reinstated October '17 – No Further Action*

9. Highways matters

- 9.1 Strengthening Local Relationships (SLR)
9.1.1 To consider requesting an inaugural meeting with East Sussex Highways
- 9.2 Finger posts
9.2.1 To note condition and make appropriate provision for future renovation.
- 9.3 Potholes (Cllr Hann) – to note progress with remedial works.
- 9.4 Bridleways
9.4.1 Honey Lane – to note reports that it is overgrown
- 9.5 Private Roads – to note the condition of the back track from the Pound to Ashburnham Place.

10. Premises

- 10.1 New village hall
10.1.1 To receive reports on design developments.
10.1.2 To receive a programme of fund raising events.
- 10.2 Pavilion
10.2.1 To review the planned maintenance and other developments to be included in the budget for 2018/19.
10.2.2 To resolve to publicise by means of one or more notice boards the existing Dog Fouling regulations.
10.2.3 To confirm continued support for the Coffee Stop by waiving the hire charge.
- 10.3 Village Hall
10.3.1 To receive reports from the Village Hall Management Committee (Cllr Richard White to report)

11. Correspondence

- 11.1 Judy Petty re notification of future pheasant shoots.
11.2 Battle Area Community Transport – request for funding 2018/19
11.3 Rother Rural Trust – request for funding.

12. Information for Councillors / Future Agenda items

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:
10th January
14th March
Annual Assembly Thursday 26th April
9th 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:
13th December
14th February
11th April

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