

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 25th July 2018 at 7.30p.m. in the Ashburnham Sports Pavilion

Signed *Brian Holdstock*

Date: 19 July 2018

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 9th May 2018 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 Rural broadband – to receive progress reports of the current BT programme. s
- 6.2 1066 Community and Information Service – to consider the council's response.

7. RFO Report and Governance

- 7.1 RFO report
 - 7.1.1 To approve the schedule of receipts and payments for the months of April – June 2018.
 - 7.1.2 To receive the bank reconciliation up to 30 June and record any verification by a councillor
 - 7.1.3 To receive an income and expenditure report against budget for Q1 ending 30 June 2018.
 - 7.1.4 To authorise the following payments
 - 7.1.4.1 EDF daily standing charge increase from 18.90 pence to 23.28p/day (£15.99 p.a.)
 - 7.1.4.2 SSP Direct Defibrillator cabinet at The Retreat £214.29 + £42.86 vat (retrospective)
 - 7.1.4.3 ESALC annual subs invoice £124.38 (retrospective)
 - 7.1.4.4 AiRS - CBAS subscription - £120 + £24 vat (retrospective)
 - 7.1.4.5 Carol Lovett, pavilion cleaning Jan-Apr 2018 - £146.25 (retrospective)
 - 7.1.4.6 BHIB insurance brokers – insurance renewal - £475.14 (retrospective)
 - 7.1.4.7 Keith Robertson, internal audit fee - £84.08 (retrospective)
 - 7.1.4.8 Paul Clark, materials for scale model - £87 (reimbursing V Hall) (retrospective)
 - 7.1.4.9 P.G.R.Hodges – painting and decorating pavilion - £480
 - 7.1.4.10 SJF Electrical – PAT testing in pavilion - £50 + £10 vat
 - 7.1.4.11 Tim Wakeling – web site hosting and maintenance quarterly fee - £45

- 7.1.4.12 Nigel Turner, pavilion window cleaning 5th June and 10th July - £52
- 7.1.4.13 Decorators Warehouse – painting and decorating materials - £125.62 + £25.12 (card payment)
- 7.1.4.14 XL displays, pop-up exhibition panels £132 + £26.40 vat (card payment)
- 7.1.4.15 Kit Print, Annual assembly road side banners - £54 (card payment)
- 7.1.4.16 Orbital Fasteners, barrier fencing and pins - £47.70 + £9.54 vat (card payment)
- 7.1.4.17 \Lidl UK, annual assembly refreshments - £24.87n + £4.97 vat (card payment)
- 7.1.4.18 Water Choice – final water bill pavilion - £25.94
- 7.2 Insurance
 - 7.2.1 To approve the increase in the value of buildings cover to £120,000
- 7.3 Governance
 - 7.3.1.1 To review the casual vacancy for a parish councillor.

8. Premises

- 8.1 New village hall
 - 8.1.1 To note that the Charity Commission has approved the registration of the CIO named Ashburnham and Penhurst Community Centre.
 - 8.1.2 To resolve to now apply to the landlord for a deed of variation of the lease to permit an under-lease to the CIO and a wider variety of permitted activities.
- 8.2 Pavilion and recreation ground
 - 8.2.1 To resolve to meet the legal costs of varying the lease regarding the approved improvements to the entrance from the highway.
 - 8.2.2 To note progress with maintenance issues:
 - 8.2.2.1 Painting and decorating
 - 8.2.2.2 PAT testing
- 8.3 Village Hall
 - 8.3.1 To receive reports from the Village Hall Management Committee (Cllr Richard White to report).
 - 8.3.2 To consider the implications of the village hall's financial position.

9. Planning

- 9.1 Applications on previous agendas - to note the current status (*in italics*)
 - 9.1.1 RR/2018/504/P - Hill Farm, Tower House Road, Penhurst, TN33 9QS – Repairs and changes to the use of outbuildings at Hill Farm including the renovation of Sussex Barn, the conversion of Oast to ancillary living accommodation, the replacement of dilapidated small barn with holiday let unit and removal of redundant modern barns.
Approved conditional.
 - 9.1.2 RR/2018/702/MA – The White Cottage, Brownbread Street, Ashburnham, TN33 9NX – Minor amendment to planning permission RR/2017/2343/P in respect of: 1) The new roof is to have a central valley with double pitched roofs either side. 2) Lower cill of corner window by 250mm, making a window height of 1350mm. – *Minor Amendments approved.* Cllr McConkey declared an interest as he is a neighbour and he took no part in the ensuing discussion.
 - 9.1.3 RR/2018/845/P - Ashburnham Recreation Ground, Church Road, Ashburnham TN33 9NU - Variation of Conditions 2 and 10 imposed on RR/2015/998/P To allow for some design changes to the approved building. *Approved conditional.*
 - 9.1.4 RR/2018/1020/O - Green Pastures, Ashburnham Place, Ashburnham TN33 9NE - Lawful Development Certificate for an existing conversion of residential annex building and use as a separate residential building. *Lawful DC approved.*
- 9.2 Applications on the agenda for the first time – to determine the council's response.
 - 9.2.1 RR/2018/1400/P – Brays Hill Farm House, Brays Hill, Ashburnham, TN33 9NZ - Extensions to dwelling, internal alterations and replacement of two modern windows as previously approved under RR/2014/2456/P and RR/2014/2457/L.
 - 9.2.2 RR/2018/1764/P – Glydes Farm, Farthing Lane, Ashburnham, TN33 9PB - Enlarging of ensuite and dressing room to master bedroom by increasing height of roof and adding dormer window. Plus adding two new rooflights to existing master bedroom.

9.3 Breaches and Enforcement on previous agendas.

9.3.1 Buckwell Ghyll – alleged planning breach by virtue of residential occupation. *No further information.*

9.4 Breaches and Enforcement – to note new planning enforcement complaints.

9.4.1 ENF/107/18/ASH – Oak Bank Farm, Farthing Lane, Ashburnham – Breach of condition.

9.4.2 ENF/112/18/ASH – Honey Lane, Slivericks Lane, Ashburnham – Laying of large hard standing on agricultural field.

10. Highways & Countryside matters

10.1 Finger posts – to authorise repairs to the post at the junction of Brownbread Street with the C18 at Ponto Green.

10.2 SLR meeting – to note progress with follow up actions.

10.3 Verges – to note complaints about reduced visibility caused by overhanging bracken.

10.4 Street naming – to consider consultation regarding Penhurst Lane vs Tower House Road.

10.5 Countryside access – to consider the recent closure by gates (at TQ688148 and TQ686159) of the private track from Ashburnham Place to The Forge.

11. Correspondence

None

12. Information for Councillors / Future Agenda items

13. Dates of Next Meetings

13.1 To note that ordinary council meetings are scheduled for the last 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:

2018: 26th September, 28th November

2019: 30th January, 27th March, Annual Assembly Thursday 26th April, 29th May (Annual Meeting)

13.2 To note that planning committee meetings are scheduled for the last Wednesday of alternate months when there is no parish council meeting. Meetings are at 7.30pm in the Sports Pavilion.

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