

# 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 September 2018 at 7.30p.m. in the Ashburnham Sports Pavilion

Signed *Brian Holdstock*

Date: 20th September 2018

Brian Holdstock, Clerk

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### A G E N D A

#### 1. Apologies for absence

#### 2. Disclosures of interest

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 25th July 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 on the roll out programme (Cllr Hoad).
- 6.2 Local Action Plan – to receive a draft plan prepared by Cllr Bishop (Chair) and Cllr French.
- 6.3 Former BT Payphone at The Pound – to receive a progress report on development of its future use (Cllr. French).

#### 7. RFO Report and Governance

- 7.1 RFO report
  - 7.1.1 To approve the schedule of receipts and payments for the months of July and August 2018.
  - 7.1.2 To receive the bank reconciliation and confirm any verification by a councillor.
  - 7.1.3 To receive an income and expenditure report against budget for the first half of FY2018/19.
  - 7.1.4 To authorise the following payments
    - 7.1.4.1 Nigel Turner - £26, pavilion window cleaning 4th September
    - 7.1.4.2 Castle Water - £41.01, pavilion water
    - 7.1.4.3 Church Buying Group - £104.50 plus vat, stacking chairs trolley (retrospective ccard)
    - 7.1.4.4 CSI Group, £129.30, 3-sided roll container (retrospective ccard)
    - 7.1.4.5 Jewson - £16.37 plus vat, flexible metal banding (retrospective ccard)
    - 7.1.4.6 Herington Solicitors - £1,350 plus vat, legal costs for field entrance widening license
  - 7.1.5 To set up a direct debit to Castle Water
  - 7.1.6 To review the banking arrangements with a view to moving to a different bank.

## 7.2 Governance

7.2.1.1 To review progress in filling the casual vacancy for a parish councillor.

## 8. Premises

### 8.1 New village hall

8.1.1 To resolve to apply to Ashburnham & Penhurst Community Centre (C.I.O.) for the right, as a qualifying user body, to appoint a charity trustee and to appoint Cllr Richard White to fill that role.

8.1.2 To review progress with obtaining permissions and lease variations requested via Strutt & Parker –

8.1.2.1 Entrance widening

8.1.2.2 Variations to the leases

8.1.3 To note fund raising progress.

### 8.2 Pavilion

8.2.1 To receive a report from the clerk relating to any current management issues.

### 8.3 Village Hall

8.3.1 To receive reports from the Village Hall Management Committee (Cllr Richard White to lead)

## 9. Planning

9.1 To note the current status (*in italics*) of the following applications on previous agendas of either the council or its planning committee -

9.1.1 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. Approved conditional

9.1.2 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. *The parish council offers no objection to the proposal judging that it will make little difference to the external appearance of the property. However, the council has noted the enormous enlargement of the property over a number of years and would oppose any future application to increase the footprint or height.*  
Approved conditional.

9.2 Applications on the agenda for the first time – to determine the council’s response.

9.2.1 RR/2018/1910/MA - The White Cottage, Brownbread Street, Ashburnham TN33 9NX - Minor amendment to RR/2017/2343/P to allow enlargement of 2no. windows in front elevation of extension. Formation of a porch on the side elevation.

9.2.2 RR/2018/2084/P - Lattendens Farm, Farthing Lane, Ashburnham TN33 9PB - Installation of free-standing greenhouse to south-west.

9.2.3 RR/2018/2169/P - Honeyland, Honey Lane, Ashburnham TN33 9PE - Hardstanding and landscaping. (Retrospective)

9.3 Breaches and Enforcement on previous agendas – to receive progress reports.

9.3.1 Buckwell Ghyll – alleged planning breach by virtue of residential occupation of motor home.

9.3.2 ENF/107/18/ASH – Oak Bank Farm, Farthing Lane, Ashburnham – Breach of condition of application RR/2012/1053/P.

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

9.4 Breaches and Enforcement – to note new planning enforcement complaints and status (*italics*).

9.4.1 ENF/155/18/ASH – Woodlands Farm, Ashburnham – Caravan used as residential

## 10. Highways and Byeways matters

### 10.1 Finger posts

10.1.1 To note progress with repairs to the finger post at Ponds Green.

10.1.2 To review communications with Finger Post Pamperers and the current vacancies.

- 10.2 SLR meeting – to review matters to raise at the second meeting on 6th November 2018.
- 10.3 Byeways – to receive a progress report from the clerk relating to the report made to the last council meeting about the gates denying access to the track which leads from the back of Ashburnham Place to The Forge.

## **11. Correspondence**

- 11.1 To formulate a response to the affordable housing proposals made by Laurence Keeley.

## **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:

28th November

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.