

Ashburnham and Penhurst Parish Council

Clerk: Brian Holdstock

Little Midge, Ashburnham, Battle, TN33 9PB
Tel: 01323 832082 Email:clerk@ashburnham-penhurst.net

Parish Council Members are Summoned to the Annual Meeting of the Parish Council to be held on Wednesday 26th May 2021 at 7.30p.m. in the Ashburnham Village Hall

Signed *Brian Holdstock*

Date: 19 May 2021

Brian Holdstock, Clerk

A G E N D A

- 1) Election of Chairman
- 2) Election of Vice Chairman
- 3) Declarations of Acceptance of Office
- 4) Apologies for absence
- 5) Disclosures of interest
- 6) Additional agenda items
- 7) Adoption of Minutes
- 8) Open Forum
 - a) To receive verbal reports on any matters to which RDC and ESCC Councillors wish to speak.
 - b) To receive verbal representations on any items, whether or not they are on the agenda, to which members of the public wish to speak
- 9) Planning
 - a) On-going applications *Current position:*
 - RR/2019/1694/P - Brays Hill Farm House, Brays Hill, Ashburnham TN33 9NZ
 - RR/2020/1313/P - The Stable Block, Penhurst Lane, Penhurst TN33 9QP
 - RR/2020/1721/P - New Buildings Farm, Church Road, Ashburnham, TN33 9NU
 - RR/2020/1742/P – Court Lodge Farm, The Forge, Ashburnham, TN33 9PJ
 - RR/2020/1867/P - Forge Lane and Penhurst Lane
 - RR/2020/2198/P - Hill Farm, Penhurst Lane, Penhurst, TN33 9QS
 - RR/2020/1737/P and RR/2020/1738/L - Old Brew House, Brown Bread Street, Ashburnham TN33 9NX
 - RR/2021/52/P - Springside Farm, Herrings Road, Ashburnham, TN33 9FB
 - b) New applications
 - RR/2021/474/P - 1 Court Lodge Cottages, The Forge, Ashburnham TN33 9PJ
 - RR/2021/506/P - Old Sprays Barn, Penhurst Lane, Penhurst TN33 9QN
 - c) Breaches and Enforcement – to note updates and progress
 - i) (new) ENF/191/20/ASH - Buckwell Ghyll, Lakehurst Lane, Ashburnham .
 - ii) ENF/107/18/ASH – Oak Bank Farm, Farthing Lane, Ashburnham RR/2012/1053/P
 - iii) ENF/40/19/ASH Oak Bank Farm, Farthing Lane, Ashburnham
 - iv) ENF/332/20/ASH The White Cottage, Brownbread Street

- d) Appeals – none

10) Community - Village Action Plan & Lead Responsibilities

- a) Rural character preservation (Cllr O’Sullivan)
- b) Website and communications (Cllr O’Sullivan)
- c) Affordable Housing (Cllr French)
- d) Environment, Sustainability & Wellbeing (Cllr French)
- e) Highways (Cllr King)
- f) Rights of Way (Cllr Spicer)
- g) Premises Cllr White)
- h) Village events and facilities (Cllr Sinden)
- i) Rural connectivity (Cllr Hoad)
- j) Covid-19

11) Membership of Committees

- a) To confirm membership of the Planning Committee
- b) To confirm membership of the New Hall Steering Group

12) Standing Orders and Financial Regulations

- a) To note the date of the last review of Standing Orders (November 2017) and confirm re-adoption.
- b) To adopt the revisions to Financial Regulations tabled at the previous meeting including the new policy on payments in cash.

13) To approve the Asset Register of Council Property

14) To consider the appointment of members to serve on external bodies

15) To confirm the dates and times of future meetings

16) To confirm the date and time of the Annual Assembly in 2021 and 2022

17) Governance

- a) Annual Governance and Accountability Return (AGAR)
 - i) To receive a Risk Assessment
 - ii) To review Systems of internal controls
 - iii) To approve the Annual Governance Statement
 - iv) To approve the Accounting Statement forming part of the AGAR.
- b) Internal auditor
To re-appoint Keith Robertson as the internal auditor for the financial year 2021/22.

18) RFO Report

- a) Receipts and payments since previous meeting
- b) Bank reconciliation
- c) Income and expenditure
- d) Earmarked reserves
- e) Payments to authorise
- f) Precept stats and S.137 allowance.
- g) March - to authorise direct debits or standing orders for next FY.
- h) Banking - mobile banking app now in use.

19) Correspondence

20) Information for Councillors / Future Agenda items

21) Date of Next Ordinary Meeting of the Council