

Ashburnham with 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 28th July 2021 at 7.30p.m. in the Ashburnham Sports Pavilion

Signed *Brian Holdstock*

Date: 21 July 2021

Brian Holdstock, Clerk

A G E N D A

1) Apologies for absence

2) Disclosures of interest

- a) 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

- a) To confirm the minutes of the annual meeting of the Council held on 26th May 2021 as a true and correct record.

5) 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.

6) Planning

- a) On-going applications *Current position:*

RR/2019/1694/P - Brays Hill Farm House, Brays Hill, Ashburnham TN33 9NZ - Two storey extension to rear of property and first floor side extension. Internal re modelling of kitchen and bedroom. Construction of detached double garage with storage space above. Alternative to RR/2018/1400/P. *Remains undecided after protracted delays.*

RR/2020/1721/P - New Buildings Farm, Church Road, Ashburnham, TN33 9NU - Change of use of buildings from agricultural to bespoke Class B8 storage of light equipment and timber materials. *Approved.*

RR//2020/1742/P – Court Lodge Farm, The Forge, Ashburnham, TN33 9PJ - Proposed flat roofed link between farmhouse and Oast and conversion to provide further accommodation. *Members commented but remained neutral. Remains undecided.*

RR/2020/1867/P - Forge Lane and Penhurst Lane - Land to the south of, - installation of new field access and gate. *Approved*

RR/2021/52/P - Springside Farm, Herrings Road, Ashburnham, TN33 9FB - Widening of existing access and gate, increased permeable hard standing, Agricultural Diversification and erection of a container store. (Retrospective) *Refused. Pending restoration of the site to its previous condition.*

RR/2021/474/P - 1 Court Lodge Cottages, The Forge, Ashburnham TN33 9PJ - Construction

of pitched roof in place of flat roof to existing single storey extension and conversion of existing loft space including two rooflights and side window. *Approved*
RR/2021/506/P - Old Sprays Barn, Penhurst Lane, Penhurst TN33 9QN - Construction of three bay garage with adjacent utility room attached to existing shed. *Members raised no specific concerns but noted that on earlier applications for development at this property, the need for a garage was stated to be non-existent. Online parish comments posted to portal.*

b) New applications

RR/2021/1209/P - Sprays Oast Farm, Penhurst Lane, Penhurst TN33 9QN - Construction of garden room within existing garden shelter and new greenhouse.

RR/2021/1048/P and **1049/L** - Proposed erection of single storey extension, removal of rear porch and demolition of modern garden shed (alternative to approvals RR/2020/2198/P and RR/2020/2199/L). *Remains undecided*

c) Breaches and Enforcement – to note updates and progress

i) (new) **ENF/191/20/ASH** - Buckwell Ghyll, Lakehurst Lane, Ashburnham - Breach of Appeal - using property for residential.

Planning Contravention Notice served in March 2021. No further developments.

ii) **ENF/107/18/ASH** – Oak Bank Farm, Farthing Lane, Ashburnham RR/2012/1053/P – Breach of Condition Notices A and B served 28 Nov 2018. Notice A: “. . .storage of business use and agricultural items on the hardstanding surface without permission . . not within Oak Bank Farm” ; Notice B: “. . the hardstanding is being used for the storage of business use and agricultural items.” (permitted use is for domestic storage and parking, not for any business use.)

2-day trial at Hastings Magistrates Court on 27th and 28th May 2021.

iii) **ENF/40/19/ASH** Oak Bank Farm, Farthing Lane, Ashburnham – Unlawful extension of lawful development. *Enforcement report 30 May 2019*

iv) **ENF/332/20/ASH** The White Cottage, Brownbread Street - Landscaping works and construction of concrete slab . *Information awaited at 24 Jan 2021*

v) Penhurst Estate - commercial shooting operations review

d) Appeals – none

7) **RFO Report**

a) Receipts and payments since previous meeting – to receive the attached schedule for the period 19th May to 20th July 2021.

b) Bank reconciliation – to receive the attached reconciliation and note any verification by a councillor.

c) Income and expenditure – to receive the attached report against budget to 20th July 2020.

d) Payments to authorise – to resolve to authorise the payments on the list attached.

e) Payments of charitable donations - to confirm the recipients and amounts for this financial year.

f) Internal Audit Report - to receive the auditor’s report and address the following issues

i) The auditor is retiring and a new auditor needs to be appointed for next year.

ii) Salary payments - to resolve how to strengthen the audit trail.

iii) Reserves - to receive a revised layout showing movements,

iv) Reserves - to develop a 2 to 3 year view of future reserves,

v) Asset register - to consider listing the war memorial,

vi) Risk register - to review the financial risks arising from both the aborting of the new village hall project and the project proceeding.

g) Financial Regulations - to consider updates to reflect current practise and reduce need for printing.

h) Internet banking - to confirm the councillors who are empowered to submit and authorise.

8) Governance

9) 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)
 - i) Rother Local Plan
 - ii) Housing needs assessment
- d) Environment, Sustainability & Wellbeing (Cllr French)
 - i) Public transport
 - ii) Refuse collection & waste management
 - iii) Payphone box museum
- e) Highways (Cllr King)
 - i) Roads and ditches maintenance
 - ii) SLR meetings with East Sussex Highways
 - iii) Finger post maintenance
 - iv) Roadside hedge owners liaison
- f) Rights of Way (Cllr Spicer)
 - i) ESCC Rights of Way team liaison
 - ii) Landowners liaison
 - iii) Cycling and walking infrastructure
- g) Premises (Cllr White)
 - i) Pavilion
 - ii) Village hall
 - iii) New village hall
- h) Village events and facilities (Cllr Sinden)
 - i) Public Access Defibrillators
 - ii) Annual Assembly programme
 - iii) Community events
- i) Rural connectivity (Cllr Hoad)
 - i) Universal Super Fast Broadband
 - ii) 4G and 5G coverage
- j) Covid-19

10) Correspondence

- a) None

11) Information for Councillors / Future Agenda items

12) Dates of Next Meetings

To note that the next ordinary meeting of the council is on Wednesday 29th September 2021.