

**Members are summoned to an Ordinary Meeting of the Parish Council of
Ashburnham with Penhurst to be held on Wednesday 27th November 2024 at
7.30pm in the Ashburnham Sports Pavilion**

Brian Holdstock, Clerk
Signed *Brian Holdstock*

Date: 20 November 2024

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

To confirm the minutes of the ordinary meeting of the Council held on 25th September 2024 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 (*updates or decisions in italics*)

a) On-going applications *Current position*

- i) RR/2024/300/P - Church Farm, Penhurst Lane, Penhurst, TN33 9QP - Renovation of existing Grade II Listed barn. Removal of 2no. existing steel-framed barns, and erection of 2no. replacement steel-framed barns. Associated landscape works.
Council supported *Approved*
- ii) RR/2024/430/P - Oak Bank Farm, Ashburnham, Battle, TN33 9PB - Relocation of a building and use as a permanent agricultural workers dwelling, together with the demolition of a lawful residential dwelling (revised resubmission of application RR/2023/668/P).
Council supported *Remains undecided*
- iii) RR/2024/862/P - Brays Hill Cottage - enlargement of existing rear extension to be extended; new garage and front porch.
Council supported *Remains undecided*
- iv) RR/2024/890/P - Peans Farm, Penhurst - Construction of storage barn
Council has posted comments requesting an LBC application *Remains undecided*

- b) Applications new to a council meeting *To determine the Council's response*
i) RR/2024/605/P - Ashburnham Place, Ashburnham TN33 9NF - Installation of Solar Panels onto roofs of buildings within the complex.
Members supported this application after a site visit. Approved
- c) Breaches and Enforcement *None*
- d) Appeals *None*

7. RFO Report

- a) Receipts and payments since previous meeting – to receive the attached schedule for the period 19th September to 19th November 2024
- 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 19th November 2024.
- d) Earmarked reserves - to receive the attached report of movements in reserves.
- e) Payments to authorise – to resolve to authorise the following payments.

Details	Payee	Budget head	Total £
Finger post maintenance	Douglas Andrews	Reserve: Finger posts	276.00
Audio cable for Remem Sunday	CPC-Farnell	General administration: Office expenses	17.05

- f) To adopt the revised pay scale for Clerks in line with the national agreement.
- g) To receive the first draft of the budget for 2025/26 (previously circulated).
i) Revenue budget
ii) Reserves budget
- c) To set the guidelines for the precept in 2025/26.

8. Governance

- a) Councillors' Lead responsibilities - review
- b) Clerk succession plan - progress report

9. Community - Lead Responsibilities

- a) The human world and society
i) Communications - (Cllr Ashworth)
ii) Village events - (Cllr Sinden)
iii) Police liaison - (Cllr Williamson)
iv) Phone box
v) Public transport
vi) Public health: defibrillators - (Cllr Sinden)
vii) Public health: exercise facilities - (Cllr White)
- b) The natural world
(i) Verges - (Cllr Spicer)
(ii) Rights of Way- (Cllr Spicer)
(iii) Environment: Litter - (Cllr Ashworth)
- c) The built environment
i) Highways - (Cllr White)

- a. SLR agenda items
- ii) Premises: Village Hall - (Clerk)
 - a. To receive a report on progress with the works to improve the surface water drainage.
 - b. To comment on trustees' endeavours to involve the community, particularly those wanting to be involved in actively supporting the hall.
 - c. To note the appraisal by our solicitor of the hall charity governing document.
- iv) Premises: Pavilion - (Clerk)
 - i) To determine maintenance work needed on the war memorial.
 - ii) To review pavilion chairs replacement options.
 - iii) To review tasks recently completed and outstanding.

10. Correspondence

- a) None

11. Information for Councillors / Future Agenda items

Set precept and adopt budget for 2025/26.

12. Date of Next Meeting

The next ordinary meeting of the parish council will be on Wednesday 22nd January 2025

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Signed (Chair)

Date