

ASHBURNHAM AND PENHURST

PARISH COUNCIL

MINUTES OF MEETING HELD ON

TUESDAY 7th JANUARY 2003

IN ASHBURHAM VILLAGE HALL

PRESENT

Councillors Fred Akehurst, Colin Baker, Andrew Wooding-Jones, Norman Harman, Jane Andrew, Roger Burfoot(chairman), Katherine Field, Wendy Miers.

1.APOLOGIES

Cllr. Roy White.

2.DISCLOSURE OF INTEREST

None

3.MINUTES OF LAST MEETING

Read and signed

4.MATTERS ARISING

Pavilion-electricity supply-£4166.65 paid to Seeboard, for the connection of electricity. Wayleave currently being negotiated with Strutt and Parker. Two contractors have been contacted, to give estimates for ditching, ducting, then making good, they were Hailsham Roadway Construction, and Mr Parris, Mr Parris has submitted a quote for £485, at the time of the meeting Hailsham Roadway had yet to give a quote. After some discussion it was decided to offer the job to Mr Parris as his had been the only quote received.

The internal electrics were put out to three tenders, only two quoted, it was decided by the Council at this meeting to take up the quote of Mr Keith Finch.

Pavilion-finance and future works-the Sports and Arts Foundation have made a grant of a total of £4000, £3500 which is an interim payment with a further £500 to follow.

A sum of £9000 is still left for future internal improvements.
Freedom of Information Act-has been accepted.

5.CORRESPONDENCE

Rother Planning Strategy-was outlined
Diversion of footpath at Redbarn-this has now been diverted
Speed Cameras-on the Kitchenham Road were suggested, no action taken at present.

6.PLANNING

New-The White House-the Clerk is to follow this up as no plans have yet been received.

Old-The old Post Office-the reason their conservatory was allowed and not that of Redpale, was due only to the size. The drains meet with the approval of The Environmental Agency. The residential caravan must be kept an eye on, as far as time limits are concerned.

Redpale-enlarged curtilage -original boundaries to be redefined
Brays Hill Studio-is still under review.

7.FINANCE

The current situation is a total of £13600 of which £9000 is to go towards pavilion improvements.

The clerks wages were paid.

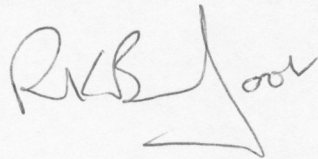
Precept for 2003-to be increased to £4500 this will leave us with a reduction in the bank balance of £750 at the end of the next financial year.

Bank details are now to be sent to the Clerk.

8.A.O.B

Next meeting 4.3.03

Signed

A handwritten signature in black ink, appearing to read 'RKB' followed by a stylized flourish.

Date

4/3/03

ASHBURNHAM AND PENHURST PARISH COUNCIL

MINUTES OF MEETING HELD ON TUESDAY 4TH MARCH 2003

AT ASHBURNHAM VILLAGE HALL

Present, Councillors:- Jane Andrew, Andrew Wooding-Jones, Fred Akehurst, Norman Harman, Roger Burfoot (Chairman)

1. Apologies

Cllr. R White.

2. Disclosure of Interest.

None

3. Minutes of last Meeting

Read and signed

4. Matters Arising

Pavilion (electricity supply)

Internal electrics about to start, by Keith Finch.

Wayleave agreement has been sent to Strutt and Parker by SEEBOARD.

Pavilion (Finance)

A sum of £9,000.00 is still in the account for the pavilion, this includes a sum of £3,000 towards the pavilion from the Parish funds.

Pavilion (General)

The roof space is to be insulated and left open.

The floor is to be painted green.

The clerk is to write to Richard Keeley to thank him for the gate and gate posts which he gave to the Parish. Colin Baker raised the question of a shed for the cricket club tractor, in an effort to stop vandalism, it was felt preferable to ask Joe Norris if he had a redundant farm building which could be used for this purpose.

5. Correspondence

A request has been made by St Michaels Hospice for a donation, the Parish Council felt a donation of £100 would be suitable, the clerk to send a cheque.

6. Planning (New)

None

Old

Cllr Wendy Miers informed the meeting that Redpale had three months in which to pull back their curledge

7 Finance

The two current accounts held by the Council have a balance of £268.60 and £15,733 £9,000 of this account is earmarked for the pavilion.

8 A.O.B


Village Hall car park, Strutt and Parker have asked the Council if they were willing to contribute to the repair, once they notify the Council of their intention, the Council would perhaps offer a contribution.

The Clerk is to follow up the following requests:-

Repairs to Henley Bridge lane.

Bridle Way at Honey Lane

Request South East Water to remove broken manhole surround by the stile in Brown Bread Street.

 24/6/03

MINUTES OF THE
ASHBURNHAM AND PENHURST
ANNUAL PARISH COUNCIL MEETING
HELD ON TUESDAY 24th JUNE 2003
AT 7.30p.m. IN ASHBURHAM VILLAGE HALL

Present-Cllrs Burfoot, Harman, Walker, Finch, Ratcliffe, Wooding-Jones, Kemp

1. Apologies

Cllr Colin Baker

1a. Election of Chairman and Vice Chairman

Chairman Cllr Roger Burfoot, proposed Cllr. Norman Harman, seconded Cllr Jill Ratcliffe.

Vice Chairman Cllr Andrew Wooding-Jones, proposed Cllr Norman Harman, seconded Cllr Keith Finch

2. Disclosure of interest

Cllr Keith Finch-Sports pavilion

Cllr Norman Harman-Darwell Transfer

3. Minutes of last meeting

Read and signed

4. Matters Arising

A) Pavilion-electricity supply, cable has been laid, connection yet to be made.

B) Pavilion finance and future works-£9.500 still available to be spent on the pavilion, the floor has been painted and a cupboard built to house the meters.

The question of the pavilion ceiling is to be discussed at a site meeting at the pavilion with the members of the Parish Council, date to be arranged. This is to be held after a meeting with the Village Hall Management Committee, the purpose of this meeting is to discuss the viability of the continuation of the running of the village hall.

C) Cricket Club Tractor-The cricket club have asked permission to build a shed in which to house their tractor, this has been given, but as yet there is no sign of it.

D) Village Hall Car Park-It has been agreed that on completion of the resurfacing of the car park the Parish Council would give the sum of £100 towards the cost.

5. Code of Conduct

The form of undertaking, the members register of interests, have all been submitted to R.D.C. and been approved. It is up to individual members to submit their own declaration of election expenses.

6. Correspondence

Public enquiry-incinerator on going, members encouraged to write and support.

Outline for strategy for emergency planning

Training day for councillors 1.11.03

R.A.S.L.C.-opening for a Councillor to be our representative.

The Chairman drew to Councillors attention the fact that now planning procedure can be found on the Internet, but plans can be requested.

S.A.L.C-Audit book purchased by the Chairman at a cost of £16.

7.Planning

New-RR/2003/1573-Holley Cottage-support an approval.

RR/2003/1603-Darwell Transfer Scheme-approval subject to temporary diversion of footpaths.

.Old-Burnt Barns-opposed.

Rocks-Tennis Court opposed.

'Rother District draft plan Brighton and Hove' to be purchased at a cost of £30 approved.

8. Finance

The whole Council approved internal audit by John Cumming.

Currently £14.473 on deposit, of which £9.500 is earmarked for the pavilion.

VAT income is all up to date.

Two election expenses total £340.

Pavilion caretaker expenses due at the agreed cost of £300.

Cable laying cost £556.

Bank mandate-switch to HSBC, for ease of the Chairman, who can then use on-line banking, not available with the Councils current bank Barclays. Signatories to be

Cllrs.Baker, Burfoot, Wooding-Jones, Harman.

RFO is to handed back to Cllr Burfoot, approved by all the council.

9. Village Hall

Meeting to be arranged towards the end of July.


10. A.O.B.

Status of Sub Committee, Chairman and two councillors for planning, all other matters full Council meeting

11. Future Meetings

16th September

18th November


21/7/03

ASHBURNHAM & PENHURST
PARISH COUNCIL
MINUTES OF MEETING HELD
ON MONDAY 21ST JULY 2003
AT 7.30pm AT ASHBURNHAM VILLAGE HALL

1. Apologies - None-All members present.
2. Disclosure of Interest -
Andrew Wooding-Jones - Plans for Ashburnham Place (Director of Ashburnham Place)
Keith Finch - Pavilion (Contract Electrician)
3. Minutes of Last Meeting
Read and Signed
4. Matters Arising -
Electricity in the pavilion is due to be connected on Thursday 24th June. There is a sum of £9.200 earmarked for the pavilion in the Parish Council Funds, £1.000 of this sum is set aside for electrical work.
Covering for the floor was discussed, it has been decided to lay coir matting over the entire floor in the main area, to save damage made by cricket boots. An estimate has been received for £1000, if this is confirmed as correct, the whole Council were unanimous this work should go ahead. As regards the kitchen area some other suitable flooring has to be sought.
The ceiling is to be covered in between the rafters with insulation. Over the changing rooms a ceiling is to be built, this would act as a place for storage. A false ceiling is to be constructed approximately halfway between the beams and apex to which lights can then be fixed.
5. Correspondence
None
6. Planning-New
RR/2003/1783 Ashburnham Place Ag. Building
RR.2003/1853 Ashburnham Place Staff accommodation
RR/2003/1859 Ashburnham Place Staff accommodation
RR/2003/1926 Redpale Farm Conservatory
RR/2003/1903 Redpale Farm Conservatory
Recommend an approval on all the above plans.
7. Finance
 - i) It was agreed by all the members to move the accounts from Barclays to HSBC.
 - ii) The following motion was proposed by Colin Baker and seconded by Andrew Wooding Jones:
That the Parish Council(PC) open bank accounts with HSBC Bank plc (the 'Bank') and the Bank is authorised to:
 - a) pay all cheques and other instructions for payment signed on behalf of the PC by any two of the following signatories:
Roger Burfoot, Andrew Wooding Jones and Norman Harman.
whether any account of the PC is in debit or credit.
 - b) deliver any item held on behalf of the PC by the Bank in safe keeping against the written receipt of the signatories; and
 - c) accept the signatories as fully empowered to act on behalf of the PC in any other transactions with the Bank.

- d) That any debt incurred to the Bank under this mandate shall, in the absence of written agreement by the Bank to the contrary, be repayable on demand.
- e) That the Clerk/Chairman is authorised to supply the Bank as and when necessary with lists of persons who are authorised to sign, give receipts and act on behalf of the PC, and that the Bank may rely upon such lists.
- f) That these resolutions remain in force until cancelled by notice in writing to the Bank signed by the Chairman or Clerk acting or claiming to act on behalf of the PC and the Bank shall be entitled to act on such notice whether the resolutions have been validly cancelled or not.

The motion was carried unanimously.

- iii) Audit Statement of Assurance has been adopted and approved.
- iv) There is a sum of £14.000 in the High Interest Account, £2.000 in the Current Account.(approx)

8. A.O.B. ~~None~~ It was reported that Akefida outfit was causing problems again. The Chairman agreed to follow up

9. Future Meetings-16th September 18th November

R.B. [Signature]
16/9/03

ASHBURNHAM AND PENHURST
PARISH COUNCIL
MINUTES OF MEETING HELD
ON TUESDAY 16TH SEPTEMBER, 2003

Councillors present.

Cllr Finch, Cllr Harman, Cllr Wooding-Jones, Cllr Burfoot.

1. Apologies

Cllr Field, Cllr Walker, Cllr Ratcliffe, Cllr Baker

2. Disclosure of interest.

Cllr Finch, contract electrician for the pavilion

3. Minutes of last meeting.

A.O.B was amended to include Akehurst Field sewage outfall

4. Matters Arising

a. Pavilion-Sports & Arts grant for electricity received for £500

b. Pavilion-Floor covering- The Council approved the award of the contract to Battle Interiors, who were particularly helpful in their guidance for the preparation of the floor prior to the fitting of coir matting. The approved cost is £1,440.

c. Pavilion-future works- It was decided to have a ceiling over the two changing rooms, these would serve a dual purpose, first create extra storage, second, conceal electricity cables. Jobs still outstanding;- install water heaters in the kitchen area and the toilets, and erect lighting. The balance of funds available for the completion of phase 1 is around £7,700.

5. Correspondence

The local police are willing to supply an officer to talk to a future meeting on any issue which might be a worry to the inhabitants of our two villages, Andrew Wooding-Jones is to contact them re the problem of joy riding, to see if they think it is enough of an issue for them to attend a meeting.

DEFRA

SALC-reference in the case of complaint

Action in rural Sussex-a list of seminars

ESCC-emergency action group

Audit- RDC Audit commission

CPRE-traffic restrictions in villages

RDC-parish conferences

Valuation office-pavilion rateable value

East Sussex Fire Brigade-Annual report

Army recruitment-at Battle Abbey

6. Planning :- New

RR/2003/2190- Land at Little Standard Hill (brickworks) no interest

R/20R03/17182- Thornden cottages-garage & garden store

Must be tied to existing house, not used as separate living accommodation

6. Planning:- New cont:

RR/2003/1603-Water pipeline-amended plans

It was noted that the footpath we were concerned about has been temporarily redirected.

RR/2003/2483- Burnt Barns

Replacement implement shed-no comment

Planning:- Old

RR/2003/1573 Holley Cottage, Burnt Barns

Application refused as site stands in AONB.

7. Finance

a. Current situation

Account has now been transferred to HSBC.

Total funds amount to just over £15.000

b. Audit

The auditors have commented that it was unusual for a ~~chairman~~ to be the Responsible Financial Officer, however they have not indicated that it is an unacceptable situation.

8. Website

To be discussed at a future date

9. A.O.B.

Stoolball rent £8 per game, to be reviewed at a later date, also to be reviewed is the cricket club rent, with a view to their excessive use of the water.

10. Next Meeting 18.11.03

Russell

18/11/2003

ASHBURNHAM AND PENHURST PARISH COUNCIL
PLANNING SUB-COMMITTEE
HELD ON MONDAY 6th OCTOBER 2003
AT ASHBURNHAM VILLAGE HALL

PRESENT

Cllrs;- Gill Ratcliffe, Keith Finch, Norman Harman, Roger Burfoot(chairman)

APOLOGIES

Cllrs;- Andrew Wooding-Jones, Brian Walker, Colin Baker.

1. Disclosure of Interest

None

2. PLANNING

a) RR/2003/2738

Little Midge, Brigden Hill (extension)

Recommended for approval, approved on a vote of three to one

b)RR/2003/2531

Burnt Barns, Frickley (extension)

No Comment

c)RR/2003/2503

Burnt Barns, Frickley (Containers)

The council recommended another year's temporary use, not acceptable to be permanent

3.A.O.B.

Remembrance Memorial Wreath-Roger to enquire at Battle House of Flowers.

R.B. Burfoot
18/10/03

ASHBURNHAM AND PENHURST
PARISH COUNCIL

MINUTES OF MEETING HELD IN ASHBURNHAM VILLAGE HALL
ON TUESDAY 18TH NOVEMBER, 2003

1. Apologies - None

2. Disclosure of interest
Keith-Sports pavilion

3. Minutes of last meeting
Read and signed.

4. Matters Arising

a) Pavilion – future works

Two estimates have been received for internal works Mr John French, total estimate, £2895.05 and Mr Strevens total estimate £2150.00, the latter was accepted the clerk to write to this effect.

When this work is completed the electrical work can be completed.

b) Joy riding

Cllr Andrew Wooding-Jones reported that the police were to up their presence in the wake of joy riding newsense.

5. Correspondence

Correspondence was read out, letters left with the clerk if councillors wish to pursue further.

6. Planning-New

None

RR/2003/171/8 2 Thornden Cottages
Permission Granted

7 Finance

a) Current account £212.48

High interest account £13.357.25

b) Audit the cost of this external audit was £411. In the external audit the need for a risk assessment was highlighted, the however agreed unanimously that this was not a necessity

It was brought to the attention of the clerk that her wages could be liable to tax deduction, And that she must make more of an effort to claim her expenses.

8. Website

This matter was discussed by the council and decided it was not applicable at the moment.

9. A.O.B

Councillors generally are not likely to gain expenses, the chairman is the only councillor likely, and claims when necessary.

Rent for next year has mainly been deferred for discussion till next year, when electricity has been installed.

It was agreed that it would be wise to look into the cost of a meter for water heaters which are to be installed, this would be on top of rent paid.

Rent for 2004

T.O.W £2 per session

Stoolball £10 per session

Cricket £300 per season

Three above clubs to be notified to this effect.

Residents' private functions £25 per session

Non-residents private function £50 per session.

£100 returnable deposit on the two above.

Cllr Katherine Field brought to our attention the fact that the final outcome of the Mountfield incinerator is currently being awaited.

Cllr Finch requested the clerk to investigate if it is at all possible to replace the post box at the Ash Tree Inn with one with a larger opening

Next Meeting 20th January, 2004.

RKB
20/1/04