

AHSBURNHAM AND PENHURST PARISH COUNCIL

MINUTES OF MEETING HELD ON TUESDAY 20TH JANUARY 2004

Councillors present.

Cllr Burfoot (Chairman), Cllr Finch, Cllr Harman, Cllr Wooding-Jones, Cllr Walker, Cllr Ratcliffe, Cllr Baker, County Cllr Field, District Cllr Kemp.

1. APOLOGIES

None

2. DISCLOSURE OF INTEREST

Sports pavilion-Keith Finch

3. MINUTES OF LAST MEETING

Read, approved and signed

4. MATTERS ARISING

Pavilion-A visit from the building inspector has revealed certain areas which require urgent completion before the pavilion is used again. The pavilion must not be used until these measures are in place. The requirements are that the roof area should be fire proofed by insulating and covering with plaster board. The NDF partitioning should also be fire proofed by either a fire retardant paint being applied or covered in plasterboard.

Andrew Strevens has been asked to quote for this work and his quote has been received for the sum of £3600, which is for labour only. This quote has been accepted. He is available for work in the very near future. The materials will be purchased directly by the Parish Council so that the VAT can be reclaimed. Parkers building supplies have been asked to quote, however a rough estimate of the cost of materials was £2000. This motion had the full backing of the Council, setting a limit of £5500 for the total cost of this phase of work. If, in the event the cost of the work should exceed this amount, approval would have to be gained from the council.

Councillors also approved the expenditure of £500 on light fittings, these to be bought direct by the Council to save VAT.

The fund available for the pavilion is £7672, but taking account of the works now approved, this is reduced to £1672. Cllr. Keith Finch is to look into the fitting of outside lighting to illuminate the car park. He is also to look into the possibility of making an electrical connection available for outside facilities, (marquees etc).

5. CORRESPONDENCE

A small amount of correspondence was put before the Council,

- a. From the Winged Fellowship asking for a donation, this was declined by the Council.
- b. East Sussex Fire Authority – Action Plan.

6. PLANNING

NEW

RR/2003/3463 Thorndale Farm- Continued use of barn for furniture storage-No comment

RR/2003/3527 Little Beech Farmhouse-Listed building application for barn conversion-No comment
(Previous Planning application recommended for approval.)

RR/2003/3543 Holly Cottage-Conservatory, extension and garage-Comments were made on the size of the extension, John Kemp said he would request a site visit from the Planning Committee at RDC

OLD

RR/2003/3348-Thornden-Change of use of building-This should have read 'restricted change of use' as already discussed at previous meeting.

7. FINANCE

Current Situation

£13,207 total funds.

Payments - £1,000 (interim payment) to Andy Strevens. £750 to the Clerk (annual salary).

£130 Village Hall rental, £13.09 Chairman's stationary expenses.

Total of £1,893.09 paid out leaving a balance of £11,304

The budget for the next year was deferred to the next meeting.

Precept for 2004 - £4500 (the same as last year), proposed by Andrew Wooding-Jones, Seconded by Keith Finch.

The following resolution has been resubmitted to the HSBC to facilitate the payment of interest gross:

RESOLVED:

- (i) That HSBC Bank plc the 'Bank') be requested to continue accounts in the name of the Council and the bank is authorized to:
 - a) pay all cheques and other instructions for payment signed on behalf of the Council by any two of the following:-

Councillor Roger K. Burfoot
Councillor Andrew Wooding Jones
Councillor Norman F. Harman
 - (the 'signatories') whether any account of the Council is in debit or credit;
 - b) deliver any item held on behalf of the Council by the Bank in safe keeping against the written receipt or instructions of any two of the above signatories; and
 - c) accept any two of the signatories as fully empowered to act on behalf of the Council in any other transaction with the bank.
- (ii) That the Council agrees that any debt incurred to the Bank under this authority shall in the absence of a written agreement with the Bank to the contrary be repayable on demand.
- (iii) That the Chairman (the 'Proper Officer') is authorised to supply the Bank as and when necessary with lists of persons authorised to sign, give receipts and act on behalf of the Council, and that the Bank may rely on such lists.
- (iv) That these resolutions be communicated to the bank and remain in force

until changed by a resolution of the Council and a copy, certified by the Chief Executive and the Proper Officer, is received by the Bank.

8 A.O.B - None

9. NEXT MEETING - 16.3.04

A handwritten signature in black ink, appearing to be 'R. S. L.' with a flourish at the end.

CHMN

16 March 2004

AHSBURNHAM AND PENHURST PARISH COUNCIL

MINUTES OF MEETING HELD ON TUESDAY 16th MARCH 2004

Councillors present.

Cllr Burfoot (Chairman), Cllr Finch, Cllr Harman, Cllr Wooding-Jones,
Cllr Baker, County Cllr Field, District Cllr Kemp.

1. APOLOGIES

Mrs Keeley (Clerk), Cllr Walker, Cllr Ratcliffe

2. DISCLOSURE OF INTEREST

Councillor Finch - Sports pavilion

3. MINUTES OF LAST MEETING

Approved with the addition of members present.

4. MATTERS ARISING

Pavilion- The Chairman reported that pavilion works to satisfy the Building Inspector were progressing well and should fall within the budgeted cost approved at the last meeting.

Approved costs for this phase are:

£2100 to roof in the changing rooms,

£5500 to insulate and plaster board ceiling and walls where necessary, and

£350 to paint. (Agreed since last meeting)

Total - £7950 which overspent the pavilion "Fund" by £352

It was decided not to make provision for ventilation of the shower rooms at this stage.

5. CORRESPONDENCE

From E. Sussex County Council:

- i) Fingerpost Maintenance – the Parish Council declined to carry out maintenance instead of ESCC.
- ii) Parish Maintenance Team – Councillors felt that the team could usefully be used to collect rubbish and maintain signposts.

From the Standards Board regarding making of complaints about Councillors.

From RALC – newsletter and minutes

6. PLANNING

NEW

RR/2004/397 Deer park Lodge – Swimming pool, No Comment

OLD

RR/2003/3057 Old Brew House – solar panels refused

RR/20033325,3527 Barn conversion approved

RR/2003/3463 Thorndale Farm- Continued use of barn for furniture storage approved

RR/2003/3543 Holly Cottage- extension approved

7. FINANCE

Current Situation

£9071 total funds.

Recent payments - £1,000 (interim payment) to Andy Strevens (pavilion works), £878 to Parkers

Building Supplies (pavilion materials), £168 Paint for pavilion, £117 Skip Hire.

£13.09 Clerk's stationary expenses.

Approximately £6300 is committed to pavilion works.

The budget for the year beginning 1st April 2004 was approved.

8 A.O.B – Councillor Finch noted that no action had been taken regarding the post box adjacent to the Ash Tree Inn.

9. NEXT MEETING – 18th May 2004

Rick Lee 18/5/04

**MINUTES OF ASHBURNHAM & PENHURST
PARISH COUNCIL A.G.M.
HELD ON TUESDAY 18TH MAY 2004**

Members Present-Councillors' Keith Finch, Norman Harman, Brian Walker, John Kemp, Andrew Wooding-Jones, Gill Ratcliffe. Roger Burfoot.

1. Election of Officers

Chairman Roger Burfoot (Proposed Cllr Harman, Seconded Cllr. Finch)

Vice Chairman Andrew Wooding-Jones (Proposed Cllr Burfoot. Seconded Cllr Finch)

2. Apologies- Councillors Colin Baker, Katherine Field.

3. Disclosure of Interest

Cllr Keith Finch	Pavilion (Non prejudicial)
Cllrs' Gill Ratcliffe & Keith Finch	Village Hall (Non prejudicial)
Cllr Brian Walker	Thornden (Non prejudicial)
Cllr John Kemp	Planning (Non prejudicial)

4. Minutes of last meeting approved and signed

5 Matters Arising

Electricity is almost ready for connection, when approval from Seeboard for installation is gained and meters installed. Keith Finch and Roger Burfoot to liase to bring this phase to a conclusion.

6 Planning-New

RR/2004/1067- Suttons, Brownbread Street, Ashburnham
Swimming Pool

Council have reservations - Listed Building-Out of Place
Close proximity to neighbours, might cause nuisance with noise.

RR/2004.1098-Corner House, Brownbread Street, Ashburnham
Formation of 2 ponds (retrospective). This development already subject of Enforcement Order and further Planning Application appears to be delaying tactic.
(John Kemp to keep an eye on this plan on behalf of the Council)

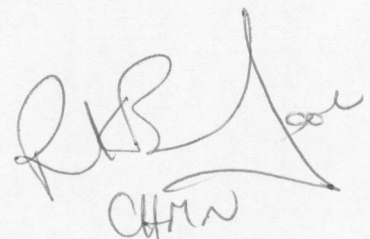
RR/2004/1133-Archers Farm, Penhurst
Greenhouse - Approved - No Comment

RR/2004/1161-Thorden, Ashburnham
Extension to workshop - Approved - No Comment

OLD

RR/2004/0397-Deer Park Lodge, Penhurst/Catsfield
Swimming Pool - (Granted)

RR/2003/3057-Old Brew House, Brownbread Street, Ashburnham
Solar Panels - refused now subject of appeal



Handwritten signature of Roger Burfoot, with the name 'R BURFOOT' written below it.

7. Finance

Approval of Accounts, Proposed Andrew Wooding-Jones, Seconded Keith Finch
The fact that the Chairman is also the Responsible Financial Officer is unusual, but due to the small size of the Council is not considered to be a risk.

Current Situation-The total sum held by the Parish Council is £4388

Budget & Insurance- The council are still within the budget, but expect to have to raise the precept next year by £1.500. The Chairman informed the council that the insurance of the pavilion has trebled since it was taken out and is £1102.40 for the next year.

Pavilion/Playing Field Rental

Cricket - £225 has been paid for this seasons rent A letter has been sent to the Cricket Club Treasurer requesting £300, which was the amount decided by the Parish Council at the meeting last November. The letter has not been acknowledged and the Chairman is to write again.

Stoolball

£10per session was the sum decided at the November PC meeting. The Clerk is to clarify this with Laurence Keeley, she is also to liase with Joanna Thompson as to the actual number of sessions when the field/pavilion is used.

8. Correspondence

Notification of footpath diversion, at Little Sprays, due to the installation of the Bewl-Hazards Green pipeline.

Finger post maintenance – The Clerk had been contacted by ESCC Highways with the proposal that the Parish Council be responsible for cleaning, painting and replacing lettering. This undertaking had been rejected by the Council at the March meeting.

Community safety-Speeding, no action taken.

Proposed removal of both BT phone boxes at the Pound and Ponds Green-Chairman to write objecting to this proposal.

9. A.O.B.

Village Hall

The Parish Council was reminded of the outcome of the meeting last week between the Village Hall Management Committee and James Bridgland, from Strutt and Parker regarding possible future developments for the hall.

It was felt by the Parish Council that the status quo should be maintained in the immediate future, until the actual cost of repairs to the village hall and the time scale over which they should be carried out had been assessed. Also due to the huge financial and time commitment a new hall would entail and the limited use it has at the moment, the expense and commitment required does not appear to be justified.

Next meeting 13.7.04

Minutes of Ashburnham and Penhurst Parish Council
Held on Tuesday 13th July 2004
At 7.30p.m Ashburnham Sports Pavilion

Present

Councillors: Roger Burfoot (chairman), Gill Ratcliffe, Keith Finch, Colin Baker, Norman Harman, John Kemp.

1. Apologies:- Councillor Katherine Field

2. Disclosure of Interest

Councillor Keith Finch-Cricket Pavilion

3. Minutes of Last two meetings 18th May 2004 and planning sub committee 29th June 2004, read and signed

4. Matters Arising

A Pavilion works

Push bars on the exit doors, fire exit signs and in order to comply with current rules and regulations in the disabled toilets, the hand basin and toilet need to be moved to gain larger area for moveability. All this needs to be done before building works are complete.

B. Pavilion Income

£75 received from stoolball club

£75 received from cricket club

C. Pavilion caretaker

Cleaning can now be done on a regular basis now that building work is complete, caretaker to be paid her annual wage of £300.

D. BT Phone boxes

Attention has not yet been given to the letter Cllr Burfoot wrote regarding impending removal of both phone boxes in the Ashburnham Parish, this is due to the volume of mail received by BT.

5. Planning

New

RR/2004/1859 Brigden Hill Farm,

Conversion of redundant farm buildings to dwellings

All councillors present supported an approval

Old

RR/2004/1067 Suttons

Swimming pool-granted

APP/U1430/C/04/1152297- Corner House

Appeal-creation of two ponds

RR/2004/1161-Thornden Timberyard

Concerns- Noise emission, hours of usage, disposal & pollution of burning waste materials. A need for these to be monitored.

6. Finance

£2000.00 in account of which £1000.00 is payable to Cllr Keith Finch for work done on pavilion, Cllr Finch offered to wait for payment till the beginning of the next financial year.


It has been suggested that the precept will most likely go up next year to fund the rising running cost of the pavilion

7.AOB

None

Next Meeting

21.9.04

 21/9/04

MINUTES OF ASHBURNHAM AND PENHURST PARISH COUNCIL
HELD ON TUESDAY 21st SEPTEMBER, 2004
IN ASHBURNHAM SPORTS PAVILION

1. APOLOGIES

Cllr Colin Baker, Cllr Gill Ratcliffe

2. DISCLOSURE OF INTEREST

Cllr Keith Finch - Pavilion

Cllr Andrew Wooding-Jones - Ashburnham Place.

3. MINUTES OF LAST MEETING

Read and Signed.

4. MATTERS ARISING

Pavilion - £1500 over budget, still push bars and attention to disabled requirements outstanding.

BT Phone boxes - The chairman, Cllr Roger Burfoot is still awaiting a reply.

5. CORRESPONDENCE

Brought to the attention of the Council.

6. PLANNING NEW RR/2004/2569 Ashburnham Place - alteration and extension to staff

dwelling.

RR/2004/2573 2 Peltham Cottages - rebuilding and extension

RR/2004/2323 Ashburnham Place - Entrance Signs

No comment to any of the above planning applications.

OLD — RR/2004/2035 Deer Park Lodge - Swimming pool wall - granted.

RR/2004/20 18 Brigden Hill- access drive - granted

RR.2004.1700 Redpale - arbour and bridge - refused.

7. FINANCE

£1350 has now been received from the sponsored horse ride, now in a position to pay £1000 interim payment (pending a final account) to Cllr Keith Finch regarding his account for electrical works at the sports pavilion.

8. VILLAGE HALL

An informal discussion was held with some members of the Village Hall Committee, to gauge their feelings on the future of the hall. They have no up to date figures for repairs which need to be done. It was stated in that if a lot of money needed to be spent on the old village hall then perhaps a new hall was needed instead. It was felt this would perhaps regenerate the village by taking more bookings and put us in the market for more popular village hall hire. The Chairman undertook to write to Strutt and Parker to formally clarify the position regarding the contribution of the Ashburnham Estate to a new hall. Richard White, Paul Evans and Clive O'Sullivan are to do a study on cost, design and feasibility of a new hall against keeping and repairing the old one.

9. AOB Nick Thompson is to be asked whether he would do some ground maintenance and pay special attention to the entrance to the pavilion.

Next meeting 16th November 2004 in Ashburnham Village Hall.

RWS
16/11/04

MINUTES OF ASHBURNHAM AND PENHURST PARISH COUNCIL
HELD ON TUESDAY 16th NOVEMBER 2004
AT ASHBURNHAM VILLAGE HALL

Councillors Present

Roger Burfoot(chairman), Gill Ratcliffe, Brian Walker, Norman Harman, Keith Finch, Andrew Wooding-Jones, Cohn Baker

Apologies

Cllr John Kemp

The meeting opened with the Parish Council welcoming two Community Support Officers, their objective was, a) to introduce themselves, b) to enquire if we had any concerns that we needed their help in dealing with, and c) assure us of their immediate assistance in the event of any problems.

Disclosure of Interest.

Cllr Andrew Wooding-Jones-Ashburnham Place

Cllr Keith Finch- Sports Pavilion

Cllr Gill Ratcliffe-Village Hall

Minutes of last meeting

Approved and signed

Matters Arising

Tidying up around the sports pavilion was done by Sam Ford, the members of the Parish Council were extremely pleased with the work done. Unfortunately the glass in the door of the pavilion was accidentally broken by a stone, thrown up whilst Sam was strimming. As there is an excess of £100 on both our insurance and Sam Ford's, the council decided that as it was an accident the liability should be split 50/50. Nigel White brought to the attention of the Council, that in his opinion the work done by Sam Ford should have been put out to tender. This comment was noted. Cllr Colin Baker was thanked for the donation of £1350 for the pavilion from the sponsored horse ride. The PCC have also donated the surplus (£130) from the harvest supper towards the pavilion.

No more work is to be undertaken in the immediate future to the pavilion apart from outstanding works to disabled toilet and push bars to side doors.

BT phone boxes - still no word.

Village Hall

Points raised by Clive O' Sullivan, Paul Evans, and Richard White were included in a letter sent by the Chairman to Strutt and Parker, concerning the future of the village hall. Dependant on the reply to this letter a public meeting will be arranged to discuss the future of the village hall.

Planning

New

RR2004/1700 Redpale- appeal against refusal

Old

RR2004/2323 Ashburnham Place - granted

RR 2004/1859 Brigden Hill-Oast, Barn, Granary conversion - granted, cowshed to be removed.

Finance

Cash in hand stands at £2984. Clerk's salary is due in January and it was agreed to raise this to £780 in line with national guidance. The Chairman presented a draft budget for 2005/6 and Councillors were asked to give some thought to the precept for the next financial year, bearing in mind that there is still work outstanding on the pavilion which needs to be done before a completion certificate can be issued by the building inspector.

AOB

Nigel White has enquired about the possibility of storing the TOW equipment in the pavilion, Cllr Gill Ratcliffe is to find out exactly what items Nigel needs to store.

It was noted that the bonfire night was well attended and went very well.

Next Meeting 18. 1. 05

Cancelled

Rob Cook

7/3/05