

**MINUTES OF THE MEETING OF
ASHBURNHAM AND PENHURST PARISH COUNCIL
HELD ON TUESDAY 16th JANUARY 2007
AT ASHBURNHAM VILLAGE HALL**

Present: Cllrs K Finch, B Walker, C Baker, ~~N Harman~~, R Burfoot (Chairman), J Kemp, K Field, A. Wooding Jones

Apologies: Cllr G Ratcliffe and L Keeley (Clerk)

1. Disclosure of interest:

K Finch – Burglar alarms Sprays Oast Farm
A Wooding Jones - Ashburnham Place

2. Clerk: It was reported that Mrs Keeley has withdrawn her resignation and will continue as Clerk to the Council.

3. Minutes of the meeting held on the 8th November were amended (Ashburnham Place was a *new* application) and then signed as a correct record of the meeting

4. Matters Arising:

a. Village Hall. Public meeting to be held on the 2nd March with an opportunity for all villagers to vote to express their wish on either restoration or replacing of the village hall.

b. Pavilion. Disabled facility work still awaiting a quotation

5. Planning

a. New.

Oak Bank Farm – no comment made due to length of occupation
Sprays Oast Farm, alarms – application supported

b. Old

Church Hall – 5 yr license granted
High Ridge – awaiting Section 106 agreement

6. Finance

a. Current accounts were tabled

b. Precept was proposed by Colin Baker, seconded by Norman Harman at £7000 for 2007/8

c. Pavilion lettings Colin Baker to arrange a meeting including R Burfoot and A Wooding Jones to resolve cricket issues before 2007 rates agreed.

It was suggested that Catsfield may have a helpful policy on this issue.

7. **Correspondence** The chairman tabled recent general correspondence received

8. **Any Other Business:**

a. **Community Police** The local PCSO updated the council on recent activity in the parish. The surgery held in December attracted 9 visitors

9. **Date of next meeting** Tuesday 20th March

Res Jod
20/3/07

MINUTES OF THE
ASHBURNHAM AND PENHURST PARISH COUNCIL
HELD ON TUESDAY 20TH MARCH AT 7.30PM
IN ASHBURNHAM VILLAGE HALL

2007

1. Apologies-Cllr Colin Baker

2. Disclosure of Interest-

Cllr Keith Finch –Pavilion, Sprays Oast, Penhurst Retreat Centre
Cllr Roger Burfoot-Satellite dish, Great Sprays
Cllr Andrew Wooding-Jones-Ashburnham Place

3. Minutes of last Meeting

Amendments - addition of cllr Andrew Wooding-Jones and deletion of Cllr Norman Harman

4. Matters Arising

Village Hall

It was reported that there was an excellent turn out to the village meeting called to assess the feelings of Parishioners as to whether they wanted to keep and repair the existing village hall, or look at the feasibility of a new one. After an excellent presentation a secret ballot was conducted which resulted in a vote of 3 to 1 to move forward with evaluating a new village hall.

Chairman Cllr Roger Burfoot has asked Strutt and Parker for a meeting with himself, Mr Bob Andrew (Chairman of the Village Hall Committee), and Mr Paul Evans from the steering group looking at a new village hall.

Pavilion Works

It was reported at this meeting that all is required to gain building regulation approval is the completion of disabled toilets. This is estimated to cost around £1300 for labour and materials. Mr Andy Strevens has been contacted to carry out this work, this sum is to include to supply of labour and materials for the provision of hot water and smoke alarms, There will be a small expense for Mr John Kemp for plumbing work. Phase 2 to be completed at a later date is to include showers at an estimated cost of £2000 and heating also estimated at £2000.

It was suggested by Cllr Finch that in the autumn the outside woodwork of the pavilion should be treated.

Pavilion Lettings

When we have the building regulations certificate the pavilion can then be advertised as a venue for hire .

Cllr Roger Burfoot is to contact the cricket club requesting outstanding subscriptions from 2006, any sub letting by the cricket team must now be booked via the Parish Council so that any costs can be recovered directly.

The fees for the hire of the Pavilion are as follows

Cricket £400 (same as last year)

Stoolball £100 (£80 last year)

Residents £25 (increase of £5)

Non-residents £50 (deposit required)

5. Planning –New

RR/2007/0065-Wilson's Farm- Outbuilding-Approved

RR/2007/260-Great Sprays-Satellite dish-Approved

RR/2007/262-Street Cottage- Internal alterations-Approved

RR/2007/434-Penhurst Retreat Centre-Conversion of Garage to accommodation-
Disapproved due to non compliance of previous planning permission.

RR/2007/-Sprays Oast Farm- Garden Room-Approved

RR2007/529-Sprays Oast Farm-Conversion of Dairy-Approved

OLD

RR/2006/1665 Caravan-Approved

RR/2006/3132-Ashburnham Place—15 Log Cabins-Rejected

RR/2006/3443-Addition of burglar Alarm Boxes-Approved

RR/2006-2441-High Ridge, North End, Penhurst (Papahpur Trust)-Replacement
House-No News

Oliver's Hill Caravan-Watch this one

6. Finance-

Budget 2007/8 significant items

£2000 Pavilion capital works (inc. £1000 carried over)

£400 Election costs

£1000 Maximum Parish Council contribution for new village hall planning-this would
be a one off gesture to facilitate moving the matter forward.

The Council voted 5 to1 for this motion.

£200 is currently paid by the Parish Council to the PCC for the upkeep of the burial
grounds; it was decided at this meeting to up the contribution to £400 next year.

7. Correspondence

External Audit firm the same as previous years

SALC-£86 subscription.

8. Election.

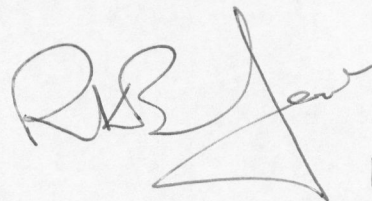
Candidate forms were issued to those present.

9. AOB

The state of the local roads was highlighted, the clerk to follow this up.

10. Next meeting

Tuesday 15th May 2007


15/5/07

Annual General Meeting

Ashburnham and Penhurst Parish Council

Tuesday 15th May 2007 at 7.30pm

Ashburnham Sports Pavilion

Councillors Present;-Roger Burfoot, Norman Harman, Keith Finch, Richard White, Rhod Jones, Gill Ratcliffe.

1.Election of Officers

Chairman Cllr Roger Burfoot

Proposed Cllr Richard White

Seconded Cllr Gill Ratcliffe

Vice- Chairman;-Cllr Keith Finch

Proposed Cllr Norman Harman

Seconded Cllr Gill Ratcliffe

2.Apologies:- Cllr Colin Baker

3.Declaration of acceptance of office and Code of Conduct-Ashburnham and Penhurst Parish Council is resolved to adopt the Model Code of Conduct for Parish and Town Councils including paragraph 12(2)

4.Declaration of interest-Councillors submitted declarations for inspection by members of public as necessary.

5.Disclosure of interest

Cllr Keith Finch-Village Hall, Sports Pavilion, Sprays Oast,

Cllr Richard White-Village Hall

6.Minutes of last meeting-Read and signed

7.Matters Arising

Pavilion-Future works and use

The now installed disabled toilets waiting for final plumbing, which will enable us to get the building certificate to complete that phase.

Fire risk assessment now complete

Heating to be installed at a later date would become urgent if pavilion needs to be used in the event of the village being without a village hall for any reason.

New panelling to go on existing doors, this would do a lot to improve the cosmetic look of the pavilion.

£2000 has been set aside for the completion of this work except the heating.

Village Hall-A meeting with Strutt and Parker (Mr Nick Watson) and Chairman Roger Burfoot, Cllr Richard White, Andrew Wooding-Jones.(Vice Chair PC) Paul Evans (VH Committee) listed below are the points agreed by all parties:-

1.Nigel Faulkner to be architect

2. Asked Trustees for formal confirmation of their agreement to proceed
3. Proceeds from car park and Mrs Hunt's house retained by Trust
4. S&P to act jointly for ATT and PC in planning application
5. Costs of planning to be shared between PC/VHC/VHAC and ATT
Subject to ratification of those committees. Surplus to be reimbursed
6. If proceeds not sufficient to cover costs of proposed new village hall, then proposals be reviewed before project is abandoned.
7. Mrs Hunt's house included in redevelopment plan but any relocation and timing responsibility of ATT.
8. If the project proceeds it is the Parish Council's intention to bring the Sports Pavilion up to a standard so that it can be used as a temporary village hall, pending the provision of the new one. No work would be carried out on the old village hall, once the decision has been made to proceed with the total project.

(Item 5 has yet to be agreed by The Trustees, the Village Hall Management Committee and the Appeal Committee)

8. Planning-New

RR/2008/988-Frankwell Farm-Rebuild Oast as annex

(Outline application cancels previous applications, resubmit new tie annex to oast)

Old

RR/2007/0065-Wilsons Farm-Outbuilding-granted

RR/2007/260-Great Sprays-Satellite dish-granted

R/R/2007/262-Street Cottage-Internal alterations-granted

RR/2007/434-Penhurst Retreat Centre-Disabled accommodation-refused

RR/2007/486-Glydes Farm-Utility room-granted

RR/2007/528-Sprays Oast Farm-Garden Room-refused (not in keeping)

RR/2007/529 " " " -Dairy conversion-granted

9. Finance

Current £4114 balance

Approval of Accounts-Proposed Cllr Norman Harman

Seconded Cllr Ratcliffe (9.2)

Annual governance statement-(All requirements met)

Conflict of Interest-(Auditor)-None

Budget 2008-Approved

HSBC:-

The Chairman stated that new signatories were required for the bank accounts at HSBC.

The following motion was proposed by Cllr Keith Finch and seconded by Cllr Richard White.

1. That a bank account or accounts be continued with HSBC Bank plc (the 'Bank') and the Bank is authorised to:

a. Pay all cheques and other instructions for payment or accept instructions to stop such payments signed on behalf of the PC by any two of two listed signatories: Norman Harman, Roger Burfoot and Keith Finch whether any account of the Ashburnham and Penhurst Parish Council is in debit or credit.

b. Deliver any item held on behalf of the Parish Council 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 (including closing any account(s)).

2. 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.

3. That the Secretary from time to time 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.

4. That these resolutions remain in force until cancelled by notice in writing to the Bank signed by the Chair Person or Secretary from time to time 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.

10. Correspondence

A letter outlining the new wheelie bins and recycling facilities was read to the parish council, Cllr Katherine Field was able to give us up to date news she was not able to give us any indication as to when we could expect this service to commence.


11. A.O.B

Cllr Keith Finch asked if the Parish Council had received any planning application for the shed that has been erected at the Lodging House, the Chairman was able to confirm that he had not and is to chase the matter up

Cllr Richard White is to top the outer field free of charge.

Clerk is to ring highways to report on the state of the road from Corner House to the Chapel and to ask for the reinstatement of the deer warning signs along the Kitchenham Road after a spate of deer related accidents.

Next Meeting Wednesday 18th July 2007


19/6/07

ASHBURNHAM AND PENURST
MINUTES OF PARISH COUNCIL

MEETING

TUESDAY 19th JUNE 2007

those present?

1. Apologies Cllr Rhod Jones

2. Disclosure of Interest Cllr Keith Finch Pavilion, Village Hall, Sprays Oast

3. Minutes of Last Meeting Cllr Baker Questioned the Penhurst Retreat Centre Planning refusal.- The Chairman explained this was due to sewerage system work that had not been done, and the plans for the conversion were out of keeping with the Manor House.

4. Matters Arising

- Deer Signs-The clerk read a letter from ESCC which was in reply to the question of deer signs along the Kitchenham road, in which it stated that there is no evidence that signs actually work to warn drivers.

- The Shed at Lodging House-The Chairman is still waiting to hear from Strutt and Parker re submitting planning permission.

- Pavilion-The Chairman reported that due to some outstanding accounts capital spending for the pavilion would be slightly over budget.

It was agreed by the Council to make a charge of £25 for local residents to hire the pavilion with no deposit. A fee of £50 to non residents with a £250 deposit which would be returnable

The Chairman is to put an advert for the hire of the pavilion and field in the two parish's news sheet.

- Village Hall

The Chairman proposed that the Parish Council seek professional advice from Batcheller Thacker (initially up to £1000 in fees.) The members were unanimous in support of this course of action. Batcheller Thacker will liaise with S&P on behalf of the PC to negotiate an agreement acceptable to both sides and to advise on dealing with Rother planners.

5. Planning-New

RR/2007/1528 Directional signs to the Ashtree Inn

There was no size given as to how big these boards would be, however the Parish council agreed to the one on the Kitchenham Road but were opposed to the proposed site of the one on the grass at the Pound.

Great Sprays Oast-Partial filling in of the moat to create wetland-opposed

Old

RR/2008/988 Frankwell Farm-Rebuild oast as annex-Refused

6. Finance

Current situation-£4.200 in account, a few outstanding accounts to be settled.
Budget 2008-£1.500 projected at the end of the year

7. Correspondence-None

8. AOB-None

9. Next Meeting-Wednesday 18th July 2007

RSE | *004* *18/7/07*

MINUTES OF
ASHBURNHAM AND PENHURST
PARISH COUNCIL MEETING
HELD ON WEDNESDAY 18TH JULY 2007
IN ASHBURNHAM SPORTS PAVILION

Councillors Present-Rhod Jones, Richard White, Keith Finch, Gill Ratcliffe, Roger Burfoot(chairman) Cllr Davies(RDC)

Members of the public present- Mr & Mrs Thompson(Olivers Hill)

1.Apologies-Cllr Norman Harman

2.Disclosure of Interest-Cllr Keith Finch-Sprays Oast & Ashburnham Village Hall
Cllr Richard White-Ashburnham Village Hall

3.Minutes of last meeting-Read and signed

4.Matters Arising

-Pavilion-Building regulations have now been meet.

A Hire agreement has been drawn up to be signed by all users.

Fire regulations have also been drawn up and will be displayed in the pavilion.

It was decided by the whole council to request a deposit from visiting Cricket teams.

-Village Hall-Batchelor Thacker (Mr L Hickish) have now been engaged to negotiate
On our behalf with Strutt and Parker, the initial sum of £400+VAT+ expenses has been agreed to date.

-Register of Members interest-New forms have now been filled in, due to wrong forms being filled in initially.

5.Planning-New-

Olivers Hill-Extension-No objection-with the condition that once the building work has been completed then the caravan must go.

Planning-Old

Ash Tree Inn-Direction Signs-No decision from Rother yet(planning meeting of RDC 19.7.07)

Sprays Oast-Draining and filling in of pond-Withdrawn

Lodging House-Shed-(Joanna Thompson, householder, is to write to RDC to seek information as to whether planning is required)

6.Finance-Funds-£4,125-No account from RDC for election and no outlay yet to Batchelor Thacker

7.Correspondence

Neighbourhood Watch enquiry-given to Amanda Worssam(co-ordinator)

8.AOB

Cllr Rhod Jones raised the question of certain failures with the new refuse collection, Cllr Davies was able to give us an outline of the teething difficulties that have been occurring.

Cllr Davies gave the Council an overview of local maternity issues relating to the Conquest and Eastbourne District Hospital, no decisions have yet been reached.. A&E at the Conquest has been guaranteed for two years.

9.Next Meeting 19.9.07

(To assist Cllr Davies to go on to Crowhurst Parish Council Meeting it was agreed that when the clocks change we would bring our meeting forward to 7pm)

A handwritten signature in black ink, appearing to read 'Rhod Jones', with a large, stylized flourish at the end.

12/9/07

MINUTES OF THE
ASHBURNHAM AND PENHURST PARISH COUNCIL
HELD ON WEDNESDAY 19TH SEPTEMBER 2007 AT 7.30PM
IN ASHBURNHAM SPORTS PAVILION

1. Apologies-Cllr Norman Harman, Mrs L. Keeley (Clerk)

2. Disclosure of Interest-
Cllr Keith Finch –Pavilion

3. Minutes of last Meeting on 18th July signed as a correct record.

4. Matters Arising

Pavilion – A hire agreement has been prepared and sent to the Cricket and Stoolball clubs but it appears unlikely that they will be returned this season.

Village Hall- update

The Chairman reported his meetings with Leo Hickish from Batcheller Thacker and that the Parish Council's preferred position (as follows) had been communicated to Strutt and Parker:

1. Surrender of the existing site subject to cancellation of reversion clause and to be subject to the receipt of a reasonable proportion of the market value of the site.
2. The Parish Council's proportion of the value to be held by them for the fundamental purpose of constructing a replacement village hall and the payment of their incidental costs associated with the pursuit of planning consent, sale of old VH site relocation and fitting out of the new village hall. Any surplus to be held by them as a maintenance fund for the ongoing support of the village hall.
3. New location – the Estate to provide an alternative location for the village hall (preferred site adjacent to Pavilion) and for this site to be held under a long lease (250 years or at least 125 years with option to renew on same terms) at a peppercorn rent.
4. Joint responsibilities – although the Parish would join with the Estate in the pursuit of planning consent for redevelopment of the existing site and the development of the new village hall, the Parish would act independently after the sale of the old Village Hall site.
5. Costs to be borne by PC and ATT equally but assessed on a stage basis:
 - a) planning application
 - b) sale of site
6. No restrictions on use of new hall ie normal village hall usage.
7. No restriction on use of pavilion during period without VH

Strutt and Parker have been asked to confirm that their costs for a meeting with the Rother Planners are no more than the £1500 quoted in their letter of 23rd May 2007. The Parish Council having already accepted to pay half of this.

The Chairman drew Councillor's attention to the Rother Planning Officers comments on RR/2007/2253 regarding Burwash Sports Pavilion, which were:- " Whilst the improvement of the facilities including the new pavilion is supported there is a policy objection to the replacement of the existing club buildings with four detached dwellings. In similar cases a single dwelling replacement for an existing community facility has been sought or a commensurate floorspace provision on the site. In policy terms four dwellings on the site is not considered acceptable"

5. Planning –New

RR/2007/2330/1 Cinderhill Farm – Conservatory. Councillors responded :

The Parish Council are opposed to this development. The attachment of what appears to be a standard greenhouse (in spite of the manufacturer's description), on the side of this listed building will not enhance its appearance or character. The colour of the structure - olive green - does not appear to blend well with the white weather board of the listed building. The Parish Council object strongly to the erection of the tubular railings surrounding the development, which are totally alien at this isolated rural site in the AONB.

5.Planning –New cont.

RR/2007/2347/8 Suttons – Garden Room – Councillors approved of this development

Old

RR/2007/1828 Pigknoll Farm - Sign for Nursery – approved for 5 years

RR/2007/1894 Olivers Hill – Extensions – refused

RR/2007/1828 Ash Tree Inn – Directional signs - deferred

6.Finance-

The Chairman reported that income and expenditure were substantially on budget. He thanked Councillor Baker for the Sponsored Horse Ride's generous donation of £800 to continued works on the pavilion. This sum was to go towards re-facing doors to toilets and store rooms. It was noted that the Parish Council election fees were £1123

7.Correspondence

Re. Parish Maintenance Team, De La Warr Pavilion, Olympics and No Cold Calling Zones.

8.AOB – Remembrance Day service at War Memorial is being organised by the Chapel.

Parish Council has wreath on order from British Legion, Bexhill.

- Village Hall Committee felt there was a need for another Parish notice board at the Pound. After some discussion it was decided not to progress this.

9.Next meeting - Wednesday 28th November 2007

**MINUTES OF THE
ASHBURNHAM AND PENHURST PARISH COUNCIL
HELD ON WEDNESDAY 28TH NOVEMBER AT 7.30PM
IN ASHBURNHAM SPORTS PAVILION**

2007

1. Apologies - Cllr Kathryn Field, Mrs Linda Keeley (Clerk)

2. Disclosure of Interest -

Cllr Keith Finch, 3, Lodging Houses, Ashburnham

Cllr Keith Finch, Cllr N. Harman, Cllr R. White - Granary, Penhurst

3. Minutes of last Meeting on 19th September signed as a correct record.

4. Matters Arising

Pavilion - A hire agreement has been prepared and Cllr Baker undertook to arrange a meeting with the Cricket Club to discuss the agreement.

Village Hall - update

The Chairman reported:

- Batcheller Thacker had received a letter from Strutt and Parker setting out the ATT Trustees concerns in relation to design of new village hall and a reversionary clause if the new hall was not used predominantly as a village hall.
- Batcheller Thacker and Strutt and Parker have met with Rother Planning Officer. The outcome of this meeting was that:
 - Planners were supportive of the general principle
 - They approved the location for the new VH
 - There is no requirement for "affordable" housing on the old site
 - Rother policy states that "contributions to new or improved village halls may be sought from housing development in villages where a need is identified...."

The Chairman then sought approval for the continued retention of Leo Hickish to advise the PC up to a planning application and agreement of terms with the Ashburnham Trustees. The cost would be £1600 plus VAT - this was approved.

5. Planning - New

RR/2007/2437 - 3, Lodging Houses, Ashburnham - Playroom - The Council's response to Rother was:

- The Parish Council is conscious of the need for affordable housing in the area for local families.
- The applicant alleges that she has been misled by the landlord's agent in that planning permission would not be needed.
- The newly constructed "playroom" does affect the character and setting of this listed building therefore we cannot support approval.

RR/2007/2771 - Granary, Penhurst - Holiday Accommodation - Council's response -

The Parish Council feels that this application would not satisfy Rother's Local Plan Policies, in respect of the economic criteria applied to applications for "Holiday Accommodation".

RR/2007/2813 - 2, Kitchenham Cottages, Ashburnham - PC support approval

RR/2007/2562 - Yew Tree Cottage, Compass Lane, Ashburnham - already approved by RDC

- Old

RR/2007/1828 Ash Tree Inn - Directional signs - deferred

RR/2007/ 2330 Cinderhill Farm - Conservatory - refused

RR /2007/2347 Suttons - Garden Room - refused

6. Finance-

The Chairman reported that the balance in accounts at HSBC was £4683, but clerk's salary and door facing work in pavilion would reduce this by approximately £1300 in January 2008.

The Chairman estimated a figure of £19,000 for the parish's share of professional fees up to the sale of the old village hall site. The Village Hall Committee have agreed to make available £4500, the Parish Council had also agreed £1250. The Chairman proposed raising the precept by an amount necessary to provide £6000 in 2007/8 and 2008/9. Councillors agreed a figure of £4000 for 2007/8 and efforts would be made by the Appeal Committee to raise further funds in the meantime.

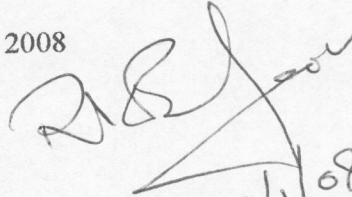
The Precept for 2007/8 was then set at £12,000.

7. Correspondence

Battle bus request for funds - agreed at £100.

8. AOB -

9. Next meeting - Wednesday 23rd January 2008


23/1/08