

**Minutes of the Ordinary Meeting of Ashburnham with Penhurst Parish Council
held on Wednesday 30th January 2019 at 7.30pm in the Ashburnham Sports Pavilion**

Parish Councillors present: Cllrs Nicky Bishop (Chair), Tina French, Andrew Hoad and Richard White.

Parish Councillors absent: Cllrs Carol Andrews and Neil McConkey

District / County Councillors present: RDC Cllr Gary Curtis, ESCC Cllr Kathryn Field

In attendance: Brian Holdstock, Clerk to the Council
1 member of the public

1. Apologies for absence

Apologies for absence have been received from Cllrs Carol Andrews and Neil McConkey .

2. Disclosures of interest

No interests were declared.

3. Additional agenda items

None

4. Adoption of Minutes

The minutes of the Ordinary Meeting held on 26th November 2018 were circulated with the agenda. On the motion of the Chair the minutes were adopted without amendment.

5. Open Forum

5.1 ESCC Cllr Kathryn Field reported that -

5.1.1 Income from Business Rates since 2014 has been moving from Business Rate Grant to Business Rate Retention which involves pooling arrangements. In December 2018 central government approved an East Sussex 'Pilot' scheme which will improve income by a net £1.6m over current arrangements. The additional income is to be shared among the partners to the scheme which include district councils.

5.1.2 County is working with other groups to provide support for unaccompanied minors seeking asylum.

5.2 RDC Cllr Gary Curtis reported that -

5.2.1 A new household waste collection contract has been let to Biffa with effect from July 2019.

5.2.2 Speed checks on the A271 at Stevens Crouch have been requested from the police. This is still outstanding.

5.2.3 Speed monitoring in Catsfield by the community continues.

5.2.4 In Burwash the application for 30 houses, including some social housing, has been refused. The developer claimed the right to delete the social housing due to unexpected increased development costs to deal with the sloping site (which has been in his ownership for 12 years).

5.2.5 Central government funds to deal with a disorderly Brexit are being trickled down to county and district.

5.2.6 Penalties are planned for landbanking by developers who have development permissions but do not proceed with building.

6. Community Matters

6.1 Rural Broadband

6.1.1 Cllr Hoad had no new information to report.

- 6.1.2 The clerk requested the assistance of ESCC Cllr Kathryn Field in obtaining information about the 'Fibre To the Premises' scheme for Brigden Hill which, according to the contractor, was about to commence in November last year but on which there has been no work since.
- 6.2 Parish Website
 - 6.2.1 The clerk reported that the process of transferring the hosting of the domain name ashburnham-penhurst.net to a new registrar has commenced with the change of contact email address to clerk@ashburnham-penhurst.net. This change automatically triggers a 60 day moratorium preventing any further changes and the transfer itself. This is now planned for March which is the end of the moratorium.
 - 6.2.2 The Chair reminded members that the three joint administrators of the website are the clerk, herself as Chair and Jay Ashworth and advised members that she wished to relinquish this role and pass it to someone else. Some suggestions were aired which Cllr Andrew Hoad will take forward.
- 6.3 Local Action Plan
 - 6.3.1 The Chair reported that there has been no progress since the last meeting.
 - 6.3.2 Members agreed that litter should be a prominent feature of the plan.
 - 6.3.3 The Chair reported that a draft plan exists and she will email it to all members for comments.
- 6.4 Rother Rural Trust
 - 6.4.1 Members noted that new applications for grants are invited before 25th February 2019 which is when the trustees next meet.
 - 6.4.2 Discussion produced some suggestions which Cllr Tina French will take forward.

7. RFO Report and Governance

- 7.1 Financial reports
 - 7.1.1 A statement of income and expenditure to 31st December 2018 and forecast full year outcome against budget heads was circulated with the agenda and received by members.
 - 7.1.2 A bank reconciliation as at 31st December 2018, circulated with the agenda, was received by members. Cllr Tina French advised that she had been on line and can confirm the figures.
- 7.2 Receipts and payment
 - 7.2.1 Members received and approved the schedule of receipts and payments for the months of November and December 2018.
 - 7.2.2 On the motion of the Chair and seconded by Cllr Richard White, members authorised the following payments
 - 7.2.2.1 Pavilion window cleaning - Nigel Turner - £26
 - 7.2.2.2 Pavilion house keeping Aug-Dec '18 – Carol Lovett - £285
- 7.3 Budget and Precept for 2019/20
 - 7.3.1 On the motion of the Chair seconded by Cllr Richard White members resolved to set the precept for 2019/20 at £12,300 and to notify RDC accordingly.
 - 7.3.2 On the motion of the Chair seconded by Cllr Andrew Hoad members resolved to adopt the budget tabled as draft at the previous meeting and amended as directed by the November meeting.
- 7.4 Governance
 - 7.4.1 Annual Assembly Thursday 25th April 2019
 - 7.4.1.1 The clerk reminded members that this occasion must serve as the annual parish meeting of the parish of Penhurst and of the parish of Ashburnham. Members resolved to try to give the occasion a lighter touch whilst complying with legislation.
 - 7.4.1.2 A preliminary review of the agenda led to the following suggestions for inclusion: Police Inspector for Crime Prevention; progress report on the new village hall; litter picking; road names changes; broadband update; former payphone telephone box.
 - 7.4.1.3 The need to encourage people to come forward to serve as a parish councillor was discussed in the context of the Annual Assembly. Members agreed that the occasion should be used as an opportunity to promote interest in joining the parish council

especially as the Annual Assembly falls after the closing of nominations for the council and thus any shortfall on the 7 required will be known by then.

8. Premises (*consideration of this item was deferred until after item 9 Planning*)

8.1 New village hall

8.1.1 License to widen gateway

8.1.1.1 The clerk reported that the license for widening has been received by the council's solicitors, Heringtons, from the estate trustees' solicitors, Adams & Remer.

8.1.1.2 Heringtons have raised a number of questions by email to the clerk to which the clerk has responded.

8.1.1.3 Members suggested that if the email exchange does not resolve outstanding issues then the clerk should seek a face to face meeting with Heringtons.

8.1.2 New lease

8.1.2.1 The clerk reported that he has asked Strutt & Parker to clarify what the view of the estate trustees is to the request by the parish council that the new lease permits it to under lease to the newly established CIO, the Ashburnham & Penhurst Community Centre.

8.1.3 Design and Construction matters

8.1.3.1 Cllr Richard White reported that RDC have indicated no opposition to the change permitting the windows to be made of aluminium section.

8.1.3.2 Cllr White informed members that samples of roofing tiles were being amassed for submission to RDC so that a 'Discharge of Condition' could be achieved approving the tiles. Cllr Andrew Hoad advised that he has found a source of reclaimed 'Sussex' peg tiles at a price similar to new tiles manufactured to simulate old tiles. Members were keen that a sample of these reclaimed tiles be included with those presented to RDC planning officers.

8.1.3.3 Members expressed a wish that the first tendered prices be available for the Annual Assembly on 25th April. That would indicate being ready to go to tender by 8th March which would allow 6 weeks for tenders to be submitted. Accordingly, members resolved that Pump House Designs be requested at once to develop the spec ready to go out to tender by 8th March. Furthermore, they requested that the compilation of a tender list be commenced forthwith.

8.2 Sports Pavilion

8.2.1 Members noted with pleasure that the Ashburnham Estate trustees have approved the booking by East Sussex Section of the Vintage Motor Cycle Club to hold its annual show at the cricket ground on Saturday .

8.2.2 Cllr Richard White informed members that the motor cycle club need catering facilities and that volunteers associated with the Country Fair & Flower Show (2 weeks later) have agreed to provide refreshments in the pavilion plus an outside facility including a barbeque. This should represent a good low risk fund raising opportunity for the new village hall.

8.3 Village Hall

8.3.1 Cllr Richard White reported that the car park has received some surface dressing. It has improved the situation but there are still many puddles which was a problem during recent frosty weather. Remedies are not obvious but revisiting the work has not been ruled out.

8.3.2 The Chair reiterated that reinstating the Ride & Walk ought to continue to be an aspiration as it is such a good fund raiser. The clerk reported the results of his own enquiries which revealed problems rather than solutions. Cllr Richard White will continue to explore options with potential organisers including Gill Van Der Meer and Jenny Miles.

9. Planning (*this item was taken out of sequence and followed immediately after item 7*)

9.1 Applications on previous agendas - members noted the current status.

9.1.1 RR/2018/1910/MA - The White Cottage, Brownbread Street, Ashburnham TN33 9NX - Minor amendment to RR/2017/2343/P to allow enlargement of 2no. windows in front

elevation of extension. Formation of a porch on the side elevation. *Remains undecided.*
Decision was due 17th August 2018.

- 9.1.2 RR/2018/2316P – Peans Farm, Penhurst TN33 9QR - Single storey oak framed orangery extension to west elevation and replacement of existing window with door to north elevation. Listed building consent also applied for.

Council has opposed as being out of character. Remains undecided.

- 9.1.3 RR/2018/2906/P - Old Sprays Barn, Penhurst Lane, Penhurst TN33 9QN - Conversion of outbuilding to ancillary self-contained domestic accommodation, erection of shed for garden equipment and modification of S106 (RR/2000/591/P).

Council has supported this application “provided that the section 106 agreement is clear in not allowing the accommodation formed to be separated from the existing dwelling.”
Remains undecided.

9.2 Applications on the agenda for the first time

- 9.2.1 RR/2019/50/P - The Stables, Brays Hill, Ashburnham TN33 9NZ - Proposed single storey garden room extension and detached two bay garage and 5 no. rooflights to existing roof.

Undecided - Members reviewed the application and expressed no concerns. Members resolved that on the Rother portal it should be posted that they offered no comment.

9.3 Breaches and Enforcement – to note updates and progress

- 9.3.1 Neighbouring Parish (Catsfield): Land adjacent to Deer Park Lodge (Cllr Hoad has contacted Catsfield parish council with a view to a joint approach but has received no response.)

- 9.3.2 Buckwell Ghyll – alleged planning breach by virtue of residential occupation of motor home. (RDC Cllr Curtis advised that RDC are reviewing the case as a matter of urgency.)

- 9.3.3 ENF/107/18/ASH – Oak Bank Farm, Farthing Lane, Ashburnham – Breach of condition of application RR/2012/1053/P. *The breach continues and a Notice of Breach on the party alleged to be causing it has been served.*

9.4 Appeals – to note updates and progress

No new appeals.

10. Highways matters

10.1 Finger posts

- 10.1.1 The clerk received an estimate for the replacement of the Mansfield Cross post (demolished by a vehicle) this afternoon. It reuses virtually all the lettering and also the through arm. The contractor, Douglas Andrews (Wheelwright) quotes £832.32 plus vat. On the motion of Cllr Tina French seconded by Cllr Richard White the clerk was authorised to place a purchase order immediately.

- 10.1.2 The finger post at Ponds Green by the chapel was reinstalled today by Douglas Andrews following the repair to the post.

10.2 SLR meetings

- 10.2.1 The next meeting is Wednesday 15th May 2019.

- 10.2.2 Cllr Andrew Hoad suggested that the following actions from the last meeting be followed up in very good time before the next meeting -

Signage team programme including when Stevens Crouch will be visited.

C18 north of Ponds Green – assess drainage issue in front of field gateway at TQ674162.

Schedule of maintenance on back roads to be supplied

Urban grass cutting schedule to be supplied.

10.3 Street naming

- 10.3.1 Cllr Andrew Hoad reported that he has supplied some material on this topic to the parish magazine in order to start a discussion. He plans to develop this with copies of sections of the National Street Gazetteer map supplied by RDC’s Street Naming Officer. He hopes to be able to take the issue to the Annual Parish Assembly on 25th March with a view to

obtaining a consensus on changes to be requested to the National Street Gazetteer.

11. Correspondence received

- 11.1 The Village Hall Appeal Fund has made a donation to the parish council of £1,600 to be used for the purposes of developing a new village hall.
- 11.2 Thanks for burial ground grant received from Penhurst Parochial Church Council.
- 11.3 The parish council is invited to participate in an afternoon celebration at The Retreat on 22nd June 2019. The event is to mark the retirement of Richard and Storm Hann.

12. Information for Councillors / Future Agenda items

None

13. Dates of Next Meetings

- 13.1 Council meetings are scheduled for the last Wednesday of alternate months at 7.30pm in the Sports Pavilion and the dates of the meetings for the remainder of the council year are
27th March 2019
Annual Assembly Thursday 25th April 2019
29th May 2019 (Annual Meeting)
- 13.2 Planning committee meetings are scheduled for the second Wednesday of alternate months at 7.30pm in the Sports Pavilion and the dates of the meetings for the remainder of the council year are
27th February
24th April
If there are no planning matters to consider the meeting will not be called.

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Signed (Chair)

Date