



# SALEHURST & ROBERTSBRIDGE PARISH COUNCIL

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**TO:** All Members of Salehurst & Robertsbridge Parish Council

**The Council will meet on Monday 10 July 2023 at 7.30pm** (Up to 15 minutes will be allowed at the start for public questions and comments).

Venue: **Robertsbridge Village Hall**, Station Road, Robertsbridge.

*You are summoned to attend (Local Government Act 1972, Sch. 12, para.10(2)(b)).*

*The meeting will be preceded by a short verbal presentation from Lucie Bolton, Environment Strategy Officer for Rother District Council on declaring a Climate and Ecological Emergency, what is involved, what it would mean for the parish / Parish Council should they choose to declare. She will answer any questions from Members, in preparation for agenda item 45.*

## Agenda

- 39. To receive and accept apologies and reasons for absence**
- 40. Declarations of interest** – to receive Members' declarations of interests in accordance with the Code of Conduct adopted by the Council.
- 41. Applications for dispensation** - to consider written requests from Members for dispensation and to consider the length of time the dispensation should be granted for i.e. as a one-off relating to a matter on this agenda, or ongoing for a set period and relating to any agenda within that period.
- 42. Minutes of the Council meeting held on 22<sup>nd</sup> June 2023** – to approve the minutes as a correct record of the meeting.
- 43. Matters arising from previous minutes: - for information only:**
  - a. Third Banking Institution (19bi)** – CCLA fund still to be actioned.
  - b. Explanation of precept increase (119biv)** – still pending.
  - c. Queen's Green Canopy (QGC) (123)** – the bench for beside the tree in the Pocket Park has been installed. The plaque has arrived and fitting is imminent.
  - d. Memorial Bench (125)** – the (Ella & Charles Wood) bench has been installed (by the Village Steward) by the bus shelter on Northbridge Street.
  - e. Defibrillator for upper Brightling Road area (126)** – received and position agreed. Awaiting installation of a post for the box (location agreed with residents on their boundary) at the entrance to Hackwood.

- f. **Register of Interests (13b)** – all Members’ forms have been completed and forwarded to the Monitoring Officer. They can be seen on the PC website and on the RDC website.
- g. **Council Email accounts (13d)** – all accounts should be set up within the next week.
- h. **Bank Mandate Unity Trust Bank 18b)** – agreed changes in progress (including adding Clive Cooke to the approved signatories).
- i. **Coronation lasting commemorations (19b)** – there is not a Coronation plaque to match the one for the Queen’s Jubilee bench in Pocket Park, because that relates specifically to the Queen’s Green Canopy project and the adjacent tree. To reconsider under agenda item xx.
- j. **Lighting upgrades (21)** – almost complete – just two outstanding: the new column 4 with Windsor lantern (beside the Parish Office) is to be installed 25/7/23; and the new Windsor lantern on column 6 opposite Belle Flowers in the High Street is awaiting delivery.
- k. **Bishops Lane drain investigation / Meadow vegetation clearance (24)** – awaiting attendance by the drainage team (ESH).
- l. **Planning matters discussion re buildings (26)** – the Chairman has approached the owner of Mustard but not had any satisfactory outcome, so will be discussing next steps with Cllr Prochak. See agenda item 58b re stationmaster’s office.
- m. **Annual Governance and Accountability Return (37)** – this was submitted on 23/6/23 to the External Auditor (PKF Littlejohn LLP) and all relevant documents published on the PC website. The statutory requirements for the exercise of public rights have been met.
- n. **ESCC Report by Cllr Redstone (14)** – letter sent to Cllr Redstone regarding awareness / assessment by ESH of local roads for longer articulated lorries.

44. **Vacancy / Co-option** – to consider two applications to fill the one remaining vacancy following insufficient nominations at Ordinary Election. Statement/profiles (published) for Kirsty Barden and Louise Britten.

Members may propose that election is by signed ballot.

The successful candidate will take their seat, sign their Declaration of Acceptance of Office and participate in the remainder of the meeting as a full Member of the Council.

45. **Climate and Ecological Emergency Declaration** – following the presentation at the start of the meeting by Lucie Bolton, Environment Strategy Officer for Rother District Council, to consider whether Members wish to declare a Climate and Ecological Emergency.
46. **Cllr Paul Redstone, ESCC** – brief report on any current matters.
47. **Cllr Sue Prochak, RDC** – brief report on any current matters.
48. **Clerks’ Report** – to receive and note (published).

49. **Village Steward** – to receive and note the list of tasks completed and consider any future tasks (published).
50. **Accounts and Financial Matters**
- a) **Receipts and Payments lists** – to receive/approve receipts and payments for May and June (published).
  - b) **Finance Working Group** – date to be arranged for next meeting (to include budget monitoring for first quarter of 23/24).
  - c) **Request for Donation / Grant** – to consider a request from Salehurst School Association for a donation towards their funds – to cover provision of hired portable toilets for their ‘ROBFEST’ event held over the weekend of 7/8 July 2023.
51. **Coronation Lasting Commemoration** - to reconsider whether to provide anything, since an appropriate plaque is not available appropriate.
52. **Change Management Working Group** – to receive a report from Cllr Todd (published) on progress to date and consider the following:
- a) **Policies** – to consider expenditure for HR expertise to check policies where appropriate
  - b) **Business Plan** – to consider next steps and expenditure to engage a consultant to assist with a full Council planning session and structure of a Plan.
53. **Transport Working Group (TWG)** – to receive and note the TWG Report (published) and consider the following specific recommendations:
- a) **Vehicle Activated Sign (VAS)**
    - i) **Equipment** – to consider the recommendation of the TWG to purchase an additional battery for the exiting unit at £95 and additional posts and backplates at £446.56 – total cost £541.56.
    - ii) **Additional VAS** – to consider the recommendation of the TWG to purchase an additional VAS unit, solar powered ‘smiley face’ option at £3,315.
    - iii) **DATA Capture** – verbal report from Cllr Palamarczuk on the VAS data.
  - b) **20’s Plenty Campaign** – to consider / agree the initial area of application, between the following two options:
    - **limited area option:** area near the primary school on George Hill, approximately from Blenheim Court to Parish Office *or*
    - **wider central option:** approximately from Blenheim Court right down to (no.) 1 High Street (bottom end), and Station Road from junction with High Street up to the hump-back bridge.
54. **Play Equipment repairs and upgrades** – to receive an update from the Clerk and consider next steps.
55. **New football team** – to report on a request for a new veterans team to play on Sunday mornings and to discuss fees for this and review of fees for Robertsbridge United Football Club for the 23/24 season.

- 56. Dog Control Orders** – Rother District Council is consulting on proposed changes to where dogs are permitted in Rother in order to update the Public Space Protection Order for dog control. One change they are proposing is banning dogs on all sports and recreation facilities in public areas across Rother. Examples include football fields and open-air exercise equipment sites, so would include the Clappers Recreation Ground. To consider whether the Parish Council should agree to dogs being banned from the Recreation Ground, or whether to request it be excluded from the order, and continue to allow dogs on a lead. Consultation runs to 31 July. Further information can be seen here: [Dog Control in 2023 – Rother District Council](#)
- 57. Noise Pollution Complaints** – to report on complaints received about the volume (sound) and increased frequency of live music in the Robertsbridge Club garden and consider appropriate communication / action.
- 58. Planning Matters:**
- a) **Planning Committee Meetings** – no meeting held in June; to receive and note the minutes of the meeting held on 3/7/23 (if ready/published).
  - b) **Stationmaster's office (see 23/24-26)** – update from Cllr Palamarczuk.
- 59. Reports / updates from Representatives**
- a) **Rother Association of Local Councils (RALC)** – meeting 12 July 2023 at Staplecross to be attended by the Clerk and Cllr Todd.
  - b) **Village Hall** – to receive and note the report by Cllr Palamarczuk (published).



**Karen Ripley (Mrs)**  
**Clerk to the Council**