



SALEHURST & ROBERTSBRIDGE PARISH COUNCIL

Clerk: Mrs Karen Ripley
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10/5/23

The Council will meet on Monday 15th 2023 May at 7.30pm (up to 15 minutes will be allowed at the start for public questions and comments).

Venue: Robertsbridge Hall, Station Road, Robertsbridge.

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

Items 1 - 11 on the agenda will constitute the Annual Meeting.

Agenda

1. **To elect a Chairman of the Council** and receive his / her Declaration of Acceptance of Office of Chairman
2. **To elect a Vice Chairman** and to receive his / her declaration of acceptance of office of Vice Chairman
3. **To receive and accept apologies for absence.**
4. **Casual Vacancies - to consider the co-option of two members** to fill the vacancies unfilled by reason of insufficient nominations at Ordinary Election (one application only received):
 - a. **To consider co-option** of Dawn Hill to fill the first vacancy (statement and profile published).
 - b. **Further Casual Vacancy** – to resolve to re-advertise the vacancy, for co-option at the July Parish Council Meeting.
5. **Declarations of interest** – to receive Members' declarations of interest in accordance with the Code of Conduct adopted by the Council.
6. **Applications for dispensation** - to consider written requests from Members for dispensation and to consider the length of time the dispensation be granted 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.
7. **Minutes of the Council Meeting held on 20 March 2023** – to consider and approve the minutes as a correct record of the meeting.
8. **Appointment of Representatives to outside bodies** (table published)
9. **Appointment of Committees, Working Groups and Lead Councillors** (table published)
10. **To approve Memberships and Annual Fees to Outside bodies** (list published)
11. **To consider and confirm dates of Council Meetings 2023/2024** (list published)

***** **End of Annual Meeting** *****

Commencement of normal business

12. Matters arising from previous minutes: - for information only:

- a. **Play Equipment repairs and upgrades (113a)** – quote still awaited; Clerk has chased.
- b. **Divest East Sussex (114)** – approved Motion sent to ES Pension Fund.
- c. **Third Banking Institution (19bi)** – CCLA fund still to be actioned.
- d. **Explanation of precept increase (119biv)** – still pending.
- e. **Queen's Green Canopy (QGC) (123)** – the bench for beside the tree in the Pocket Park has been ordered. Plaque still to be ordered.
- f. **Signage project (1244c)** – no further progress.
- g. **Memorial Bench (125)** – the (Ella & Charles Wood) bench has arrived and will be installed by the Village Steward in the next week or so by the bus shelter on Northbridge Street.
- h. **Defibrillator for Oakland Drive (126)** – to be ordered and position agreed. Village Steward should be able to install when it arrives.

13. Administrative matters following election

- a) **Return of Election Expenses** – reminder to submit to RDC following Election 4/5/23.
- b) **Register of Interests** – new forms to be completed and sent to Monitoring Officer (via Clerk) within 28 days of election / co-option (Clerk to supply).
- c) **Electronic Summons by email** – authorisation to receive Agendas etc. by email.
- d) **Council Email accounts** – to update on provision of dedicated email accounts for Members.

14. Cllr Paul Redstone, ESCC – brief report on current matters, including response on Pension Divestment.

15. Cllr Sue Prochak, RDC – brief report on current matters.

16. Clerks' Report – to receive and note (published).

17. Village Steward – to confirm that the contract was awarded to Gavin Ellenger from Salehurst. He has a list of tasks to work through and has made a good start.

18. Accounts and Financial Matters

- a) **Receipts and Payments lists** – to receive/approve receipts and payments for March and April 2023 (published).
- b) **Bank Mandate Unity Trust Bank** – to consider any changes required to the current mandate following the Election, as follows:

- i) Gillian Branford and Gillian Smith to be removed from the signatories list, leaving the current signatories as Nick Brown, Sean O'Hara, Roger Palamarczuk and David Todd (Clive Cooke and Francesca Dulley have not yet been added to the signatories).
- ii) To consider whether to keep the mandate as now: 'any two from nine', with all nine Members registered as signatories (in which case add Clive, Francesca, Natalie, and any co-opted Members). Or to change (reduce) the number of Members to be registered as signatories, in which case decide the total number and which Members to include, and to amend the mandate and list of signatories as appropriate.

19. Coronation of His Majesty King Charles III

- a) **Report and feedback on event(s)** - including expenditure/funding, gifts for children, competitions etc.
- b) **Lasting Commemoration** - to consider whether to provide and any ideas/suggestions.

20. Change Management Working Group – update from Cllr Todd.

21. Lighting upgrades – report on progress, removal of light in Salehurst and feedback.

22. Vehicle Activated Sign (VAS) – Cllr Todd to update / report on implementation. To consider expenditure to purchase a further VAS unit in order to have two in place at any one time across the five licenced locations.

23. 20's Plenty Campaign – to consider referring implementation and investigation to the Transport Working Group (TWG) to progress.

24. Bishops Meadow vegetation clearance – to approve expenditure to clear vegetation in Bishops Meadow to enable sight / access to drainage ditch that takes water from Bishops Lane. Works necessary to enable proper investigation of a suspected collapsed drain under Bishops Lane by ESH drainage team, and to ensure that our ditches are not preventing drainage. They have not been cleared / maintained for many years.

25. War Memorial Clock Tower – to report on collapsed floor, resulting in the clock not running and subsequent progress on repairs.

26. Planning Matters:

- a. **Planning Committee Meetings** – to receive and note the minutes of the meeting held on 3/4/23 and 3/5/23 (previously circulated).

27. Rother Valley Railway – to report on notification from the Department for Transport regarding the granting of the Transport and Works Act Order (TWAo), which gives authority to complete the rebuilding of the track to Bodiam, including compulsory purchase of land.

28. Recreation Ground

- a. **Pitch Maintenance** – to report on repairs by Football Club to fill / level deep ruts adjacent to Cricket Club boundary (behind goal) caused during the bonfire event in November.

29. Reports / updates from Representatives

- a. Rother Association of Local Councils (RALC)** – to receive a report from Gillian Branford on the last RALC meeting (which took place prior to the elections, whilst she was still a Member) (published).

A handwritten signature in dark ink, appearing to read 'K. Ripley'.

Karen Ripley (Mrs)
Clerk to the Council