



TO: All Members of Salehurst & Robertsbridge Parish Council

The Council will meet on Monday 15 July 2024 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)).

Agenda

- 35) To receive and accept apologies and reasons for absence.**
- 36) Declarations of interest** – to receive Members’ declarations of interests in accordance with the Code of Conduct adopted by the Council.
- 37) 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.
- 38) Minutes of Council Meetings held on 20th May 2024 and 20th June 2024** – to approve each set of minutes as a correct record of the meeting.
- 39) Matters arising from previous minutes: - for information only:**
 - a) CCTV Station Road Car Park / Recreation Ground (12f)** – progress has focussed on getting necessary policies drafted.
 - b) Fingerposts (traditional wooden direction signs) (23/24-138)** – the two posts were removed w/c 24th June for refurbishment / repair, which is expected to take approximately four weeks.
 - c) Coronation Community Grants Scheme (Trees) (14)** – Cllr Palamarczuk is investigating whether there is any potential to complete a scheme.
 - d) Audit and AGAR 23/24 (16b)** – this was submitted on 29/6/24 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.
 - e) Adopting the Railway Station (21)** – Cllr Palamarczuk is drafting the paperwork for this.
 - f) Robertsbridge Utd Football Club Lease** – meeting with RUFC to finalise to be arranged.

40) Reports

- a) Cllr Paul Redstone, ESCC** – reports for June and July previously circulated to Members (published). To receive a brief verbal report on any further current matters.
- b) Clerks' Report** – to receive and note (published).
- c) Village Steward** – to receive and note the list of tasks completed and consider any future tasks (published).
- d) Reports / updates from Representatives**
 - i) RALC (Cllr David Todd / Clerk)** – to report on meeting held 10th July 2024.

41) INTERNAL OPERATIONS (Lead – Chairman)

- a) Accounts and Financial Matters**
 - i) Receipts and Payments lists** – to receive/approve receipts and payments for May and June 2024 (published).
 - ii) Request for Donation/Grant** – to consider a request from Salehurst School Association for a donation towards their 'ROBFEST' event, due to be held over the weekend of 13/14 July 2024.
 - iii) Legacy** – to report on a legacy left to the Parish Council to commission / install a name sign at the entrance to the Gill and Roy Woodgate Pocket Park. (Restricted funds – given for a specific purpose).
- b) Policies and Procedures**
 - i) Data Protection** – to consider appointing an outside agency to provide Data Protection Services.
 - ii) Email, Internet and Computer Usage Guidance for Councillors** – to consider approval/adoption of the draft document (published).
- c) Legal Order Station Road Car Park** – update from Chairman.
- d) Youth Provision / Youth Centre** – update from Chairman on meeting with ESCC.
- e) Change Management Working Group / Business Plan** – to receive a verbal update from Cllr Todd on progress to date.

42) AMENITIES AND LEISURE (Lead - Cllr Roger Palamarczuk)

- a) D-Day 80 Thursday 6th June** – see Clerks' Report.
- b) Summer Event** – as reported in the Clerks' report, this has been rearranged for Saturday 20th July 2024, 2-4pm at the Recreation Ground. Cllrs Natalie Bishop and Francesca Dulley are working with the Bonfire Society and will update Members on arrangements.

- c) **Footpaths** - to consider a suggestion by Cllr Longhurst to set up a Footpath Working Group and discuss how this fits with the East Sussex County Council Footpath Group which is currently inactive.

43) ENVIRONMENT (Lead – Cllr David Todd)

- a) **Environment Policy** – to consider adoption of the draft Environment Policy (published) which was circulated at the Parish Council Meeting on 20th May 2024.
- b) **Environment Working Group** – to consider the appointment of Amanda McIntyre to the group.
- c) **Litter Picking** – to discuss a proposal by Cllr Longhurst to increase the number of formal litter-picking days (Village Tidy Up Day).

44) INFRASTRUCTURE (Lead – Cllr Sean O’Hara)

a) Planning Matters

- i) **Planning Committee Meetings** – to receive and note the minutes of the meetings held on 3rd June and 1st July 2024 (previously published).
 - ii) **Rother District Local Plan 2020 - 2040 – Regulation 18 Consultation** – to report on the RDC Public Exhibition on Friday 12th July at the Village Hall, and update on progress with Parish Council Comments and confirm procedure for agreement prior to submission (closing date 23/7/24).
 - iii) **Salehurst & Robertsbridge Neighbourhood Development Plan (2018)** – to consider whether a plan/timetable should be set to review the NP and whether to obtain a quote for assistance from a Planning Consultant.
 - iv) **Housing Development site adjacent to Heathfield Gardens** – to report on contact from the new developer for the site, and arrangements for a meeting with the Parish Council to discuss their initial plans and a subsequently public exhibition.
- b) Red telephone box - Railway Station** – BT has begun the process to remove the telephone box at the station and has already removed the equipment. To consider whether the Parish Council should adopt the box, to be preserved and repurposed as part of the station adoption.

45) ECONOMY (Lead - Cllr Simon Longhurst) – brief update on work to date, including a survey of local businesses.



Karen Ripley (Mrs)
Clerk to the Council