



TO: All Members of Salehurst & Robertsbridge Parish Council

The Council will meet on Monday 16 September 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

- 46) To receive and accept apologies and reasons for absence.**
- 47) Declarations of interest** – to receive Members’ declarations of interests in accordance with the Code of Conduct adopted by the Council.
- 48) 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.
- 49) Minutes of Council Meetings held on 15th July 2024** – to approve the minutes as a correct record of the meeting.
- 50) Matters arising from previous minutes: - for information only:**
 - a) CCTV Station Road Car Park / Recreation Ground (24/25-12f) / Data Protection (24/25-41bi)** – work on data protection procedures with outside agency (Satswana) in progress.
 - b) Fingerposts (traditional wooden direction signs) (23/24-138)** – the two posts were returned on 14/8/24 following refurbishment / repair.
 - c) RALC Members Survey (24/25-di)** – not submitted due to Member time constraints; deadline passed.
 - d) Robertsbridge Utd Football Club Lease** – in progress.
 - e) Youth Provision / Youth Centre (24/25-41d)** – detailed proposals from PC pending.
 - f) Change Management Working Group / Business Plan (24/25-41e)** – work on pulling together information for the various areas is progressing, but an outline Plan is still some way off. Work will continue as Member availability allows.
 - g) Footpaths (Rights-of-Way) (24/25-42c)** – Cllr Longhurst progressing.

- h) **Fencing repairs to enclosed playground, Recreation Ground ((24/25-42d)** – order placed, subject to contractor lead time.
- i) **Red telephone box - Railway Station (4/25-44b)** – waiting for information / discussion with Southeastern Trains (the relevant person was not available until mid August) - no further progress.
- j) **Rother District Local Plan 2020 - 2040 – Regulation 18 Consultation** – Parish Council Comments submitted 23/7/24.
- k) **Salehurst & Robertsbridge Neighbourhood Development Plan (2018)** – review timetable and quotes not yet actioned.
- l) **Housing Development site adjacent to Heathfield Gardens** – meeting with developers held, proposals discussed. Developer subsequently postponed intended public exhibition, pending changes required following pre-app advice from RDC.

51) Reports

- a) **Cllr Paul Redstone, ESCC** – report for September 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)** – the next meeting, which is the AGM, is on 9/10/24. Cllr Todd is not available; the Clerk will attend.

52) INTERNAL OPERATIONS (Lead – Chairman)

- a) **Casual Vacancy** – to consider the vacancy caused by the resignation of Cllr Clive Cooke and arrangements for co-option of someone to replace him.
- b) **Accounts and Financial Matters**
 - i) **Receipts and Payments lists** – to receive/approve receipts and payments for May, June, July and August 2024 (published).
 - ii) **Finance Working Group** – the FWG will meet in October for budget monitoring (first quarter to 30/9/24).
 - iii) **Additional signatory for Unity Trust Bank** – to consider appointment of a fifth signatory to replace Clive Cooke. This is to cover absences / non-availability of the main signatories and would only be needed on rare occasions. Internet access is required (web-based so from anywhere). Availability at short notice helpful but not essential.

- c) **Twinning** – to consider an invitation from the Mayor of St Brice Courcelles and the Chairman of their Twinning Committee, to attend a performance by their theatre group on 30th November. The play is called Transport of Women and was written by Robertsbridge resident Steve Gooch. To consider attendance by a representative of the Parish Council.
- d) **Legal Order Station Road Car Park** – update from Chairman.
- e) **Rother District Council Draft Council Plan** - RDC is consulting on its draft Council Plan (from 6 September) to 21 October 2024. The Council Plan is a four-year document that draws together the main strategies and priorities that the council has set for its services. It will act as an over-arching plan towards a long-term vision. A lot of the content has already been subjected to consultations, such as the poverty, housing or regeneration strategies and the Local Plan. The focus of the consultation will be on the long-term vision for Rother, sixteen years in the future, and their overall approach to the first four years in delivering that vision. To consider the Parish Council response. Please use the following link to see the document: [Views sought on Council Plan 2024 – Rother District Council](#)
- f) **Annual Parish Conference 11th November 2024** – the conference (facilitated by RDC) is taking place on 11th November, 2pm – 4.30pm at Brede Village Hall. Up to two people from each parish council may attend; to consider attendance.

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

- a) **Planning Matters**
 - i) **Planning Committee Meetings** – to receive and note the minutes of the meetings held on 5th August and 2nd September 2024 (previously published).
 - ii) **Planning Committee Membership** – to appoint a fifth Member to the Planning Committee to replace Clive Cooke.
- b) **Adopting the Railway Station (24/25-21)** – update from Cllr Palamarczuk.
- c) **A21 / George Hill Junction** – update from Chairman on meeting with MP.
- d) **Station Road / Brightling Road Resurfacing** – update from the Clerk on progress, including water ingress at Western Villas.

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

- a) **Summer Event 2025 - Robertsbridge 800** – to consider/approve the report / proposal by Cllr Longhurst (published), with Lead Member for Leisure, Cllr Palamarczuk, that the Summer Event 2025 should be used to commemorate the 800-year anniversary of the village receiving the 'Market Charter' – official 'Town' status. A big event is planned, at the Recreation Ground on 21 June 2025. The event will be fully inclusive, open to all ages and with no entry fee and will be a major celebration of Robertsbridge, themed across the 800 years since 1225. A working group of Council and non-council members to be formed to facilitate the event, lead by Cllr Longhurst. To further consider allocation of funds towards the event, to confirm that sponsorship may be obtained to help fund the event, and applications for grants can be made should any be identified / appropriate. Any surplus funds after the event to remain in the Summer Event pot towards future events.
- b) **Coronation Community Grants Scheme (Trees) (14)** – update from Cllr Palamarczuk on his investigations into this.
- c) **Recreation Ground – to consider/approve the following works:**
 - i) **Car park partial resurfacing** – to resurface, with tarmac, the main central part (half to two-thirds) of the car park, where vehicles turn, and large holes constantly reappear. Cost £5,500.
 - ii) **Field entrance additional drainage work** – works to install a drainage pipe from the manhole just inside the gate from the car park, parallel with the playground fence for three to four metres, to deal with the area that remains wet when everything else drains away. Cost £950 if done alone, £750 with above works.
 - iii) **New pedestrian entrance to playground** – to level and tarmac the beginning of the path to the playground, from the entrance (barrier) to just beyond the dog bin. Cost £450 if done alone, £350 with above works.
- d) **Defibrillator Box High Street** – the box in the High Street is an old one and is leaking, so the defib gets wet. To consider purchasing a new box, the same style as the other four exposed boxes. Cost approximately £500.



Karen Ripley (Mrs)
Clerk to the Council