



TO: All Members of Salehurst & Robertsbridge Parish Council

The Council will meet on Monday 18 November 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

- 55) To receive and accept apologies and reasons for absence.**
- 56) Declarations of interest** – to receive Members’ declarations of interests in accordance with the Code of Conduct adopted by the Council.
- 57) 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.
- 58) Minutes of Council Meetings held on 16th September 2024** – to approve the minutes as a correct record of the meeting.
- 59) Matters arising from previous minutes: - for information only:**
 - a) CCTV Station Road Car Park / Recreation Ground (24/25-12f) / Data Protection (24/25-41bi)** – little progress due to other priorities.
 - b) Robertsbridge Utd Football Club Lease** – in progress.
 - c) Youth Provision / Youth Centre (24/25-41d)** – detailed proposals from PC pending.
 - d) 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.
 - e) Fencing repairs to enclosed playground, Recreation Ground (24/25-42d)** – works complete.
 - f) Salehurst & Robertsbridge Neighbourhood Development Plan (2018)** – review timetable and quotes not yet actioned.
 - g) Additional signatory for Unity Trust Bank (24/25-52biii)** – paperwork pending (in hand) for Cllr Bishop.
 - h) A21 / George Hill Junction 24/25-53c)** – meeting with MP and A21 Safety Team arranged for 6 December (see Clerks’ Report).

- i) **Recreation Ground works (24/25-54c):**
 - i) **Field entrance additional drainage work** – new drain installed.
 - ii) **Resurfacing (part) of the car park** – the first half of the work completed (see Agenda item 63c for the remainder).
 - iii) **New pedestrian entrance to playground** – entrance levelled and tarmac laid.
- j) **Defibrillator cabinet High Street (24/25-d)** – cabinet installed, defib replaced and fully operational.

60) Reports

- a) **Cllr Paul Redstone, ESCC** – reports for October and November 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 (Clerk)** – brief verbal update (Minutes will be circulated when available).

61) INTERNAL OPERATIONS (Lead – Chairman)

- a) **Casual Vacancies** – to consider the vacancies caused by the resignations of Cllrs Kirsty Barden and Roger Palamarczuk and discuss implications and arrangements to fill the three places on the Council.
- b) **Accounts and Financial Matters**
 - i) **Receipts and Payments lists** – to receive/approve receipts and payments for September and October 2024 (published).
 - ii) **Finance Working Group** – the FWG will meet in November, to include budget monitoring and preliminary budget 25/26 discussion.
 - iii) **External Audit 23/24** – this has now been completed and the Annual Governance and Accountability Return (AGAR) received back; to receive/consider the Auditor's Report and Certificate (Section 3 of the AGAR) and to confirm that the requirements regarding availability for inspection have been met. (Published.)
- c) **Annual Parish Conference 11th November 2024** – to receive and note the report by the Assistant Clerk (published). The presentations have been circulated to Members.

- d) **ESALC Conference 2024** – to receive and note the report by Roger Palamarczuk (published), who attended the AGM and Conference on 4 November, as one of our two Representatives and to consider appointment of a Representative to replace Roger (alongside Sean O’Hara) following his resignation from the Council.
- e) **Consultations**
 - i) **Rother District Council Public Spaces Protection Order (ASB)** – to consider the draft document / proposals (published) and agree any comments; closing date 31/12/24.
 - ii) **Government consultation on Enabling Remote Attendance and Proxy Voting at Local Authority Meetings** – to consider the proposals and agree comments. Details here: [Enabling remote attendance and proxy voting at local authority meetings - GOV.UK](#)
- f) **Advertising** – to consider and confirm position / policy on use of Estate Agents advertising boards for sponsorship of local events. Currently, not supported by PC, not allowed on PC land / property and discouraged in Conservation Areas. (To avoid clutter / too many signs / avoid detrimental perception of lots of properties for sale).

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

- a) **Planning Matters**
 - i) **Planning Committee Meetings** – to receive and note the minutes of the meeting held on 4th November 2024 (previously published). The meeting scheduled for 7th October had to be cancelled due to insufficient Cllrs to reach a quorum.
 - ii) **Housing Development site adjacent to Heathfield Gardens** – to report on public exhibition held and any further information on progress towards a planning application.
 - iii) **Hodson’s Mill** – to report on community engagement by Homes England and their invitation for Members to attend a ‘walk and talk’ on site to meet the team, on Saturday 23 November at 9.30am, pre the community session at 11am.
- b) **Urban Grass Cutting (verges) 2025** – Cllr Todd to report on the options from ESCC for 2025.
- c) **SLR Meeting (Strengthening Local Relationships, East Sussex Highways)** – update from Cllr Todd.
- d) **Adopting the Railway Station**
 - i) **Application paperwork and fee** – Clerk to report following the resignation of Cllr Palamarczuk.

ii) **Adopting the Red Telephone Box (24/25-44b)** – to consider the condition survey conducted by Roger Palamarczuk whilst still a Member (published) and the proposed Licence from SE Trains Ltd for the PC to take over ownership / responsibility for the phone box. To consider possible uses and whether the PC wishes to adopt the box.

e) **Battle Area Community Transport (BACT) Community Bus Service Review** – to consider request for local knowledge and information to help with the review (published).

63) AMENITIES AND LEISURE (Lead - Cllr Dulley as Alternate, pending new appointment)

- a) **Lead Member for Amenities and Leisure** – to consider whether to appoint someone to this position following the resignation of Cllr Palamarczuk or, whether to wait until the vacancies have been filled.
- b) **Summer Event 2025 - Robertsbridge 800** – update on progress by Cllr Longhurst.
- c) **Recreation Ground – additional resurfacing works:** to ratify approval for resurfacing the remainder of the car park, with expenditure from general reserves.



Karen Ripley (Mrs)
Clerk to the Council