

SALEHURST & ROBERTSBRIDGE PARISH COUNCIL

The Parish Office, Youth Centre, George Hill, Robertsbridge, East Sussex. TN32 5AP
Tel / Fax: 01580 882066 E-mail: clerk@salehurst-pc.org.uk Clerk: Mrs Karen Ripley

10/5/17

TO: All Members of Salehurst & Robertsbridge Parish Council

The Council will meet on Monday 15th May 2017 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 2429 - 2438 on the agenda will constitute the Annual Meeting.

Agenda

- 2429. TO ELECT A CHAIRMAN OF THE COUNCIL AND RECEIVE HIS / HER DECLARATION OF ACCEPTANCE OF OFFICE**
- 2430. TO ELECT A VICE CHAIRMAN AND TO RECEIVE HIS / HER DECLARATION OF ACCEPTANCE OF OFFICE**
- 2431. TO RECEIVE AND ACCEPT APOLOGIES AND REASONS FOR ABSENCE**
- 2432. DECLARATION OF INTERESTS** – to receive Members' declarations of interests in accordance with the 2012 Code of Conduct.
- 2433. 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.
- 2434. MINUTES OF MEETING HELD ON 20TH MARCH 2017** – to approve and authorise the Chairman to sign as a correct record.
- 2435. APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES** – table attached.
- 2436. APPOINTMENT OF COMMITTEES / WORKING GROUPS / LEAD COUNCILLORS** – table attached.
- 2437. TO APPROVE MEMBERSHIPS AND ANNUAL FEES TO OUTSIDE BODIES** – details attached.
- 2438. DATES OF COUNCIL MEETINGS 2017/2018** – suggested dates attached.

***** END OF ANNUAL MEETING – COMMENCEMENT OF ROUTINE BUSINESS *****

ADMINISTRATIVE MATTERS

2439. MATTERS ARISING FROM PREVIOUS MINUTES – FOR INFORMATION ONLY – TO NOTE

- 1. *Fingerpost 116 Church Lane / Beech House Lane (2393/1)*** – ESCC has agreed to fund half the cost of the new post (total cost £952.80 + vat). It has been ordered; the contractor has advised there is a 6-8 week lead time.

2. **Appointment of Village Steward (2418/1)** – following interview, Peter Pattenden was appointed and started on 3rd April when he attended the Annual Village Meeting. See the Amenities Working Group Notes of Meeting 10/5/17 for tasks completed.
3. **Rate relief on public toilets (2419/5)** – the Local Government Finance Bill fell when the General Election was announced.
4. **2018 Parliamentary Boundary Review (2427/2)** – comments submitted.

2440. ACCOUNTS & FINANCIAL MATTERS

1. **Receipts and Payments** – to approve the receipts and payments for March. (attached).
2. **Clerk's Expenses** – to approve the Clerk's expenses for the period 28/1/17 – 17/3/17 (carried over from last meeting) and 18/3/17 – 12/5/17.
3. **Request for Donation / Grant**
 - a) **Hurst Green First Responders** – request for a donation towards equipment (details attached).
 - b) **1st Robertsbridge Scouts** – contribution requested towards interior redecoration (details attached).
4. **Internet banking – authority to authorise online payments and transfers** – to consider increasing the number of Members who can authorise online payments from three to four (every online payment requires two Members to individually login to authorise).

2441. MISCELLANEOUS ADMINISTRATIVE MATTERS

1. **Clerk's Report** – miscellaneous information and correspondence to note (attached).
2. **Annual Village Meeting (Assembly)** – feedback.
3. **Risk Management Annual Review** – to consider and review the Risk Management Document (attached).
4. **Asset Register** – to approve the statement of assets at 31/3/17 (attached).
5. **Newsletter** – update on progress.

2442. TRAINING & CONFERENCES

1. **Invitation to attend a local training session** - Sedlescombe Parish Council is arranging with SALC to hold a Councillor Briefing/Update session in Sedlescombe in June; at least 10 Members would need to attend (normally held much further afield). To consider whether any Members wish to attend (if available on chosen date) and if so, to agree suitable dates to put forward to SPC.

PARISH COUNCIL / VILLAGE AMENITY

2443. **AMENITIES WORKING GROUP (AWG)** - to receive and note the report / notes of meeting 9/5/17 (attached); any recommendations requiring approval will be covered under appropriate agenda headings.

2444. BUILDINGS, LAND AND RECREATION

1. **Recreation Ground:**
 - a) **Request for Memorial Bench** – to consider a request from the family of the late Mark Ripley (resident and former Parish Councillor) to allow a bench purchased in his memory, to be placed in the Recreation Ground, somewhere

around the football pitch. (Classic style, teak, 3 seater bench.) Brass plaque to read "In loving memory of Mark Ripley".

b) Request for Under 13 Football Pitch – to consider a request for the Junior Football Club to have a pitch at the Recreation Ground for an under 13 team to play home matches (new team – no space for an additional pitch at the Community Association field).

c) Broken Play Equipment – the roundabout is not working properly; to consider/authorise expenditure to appoint a contractor to investigate the problem and repair if possible.

2. Trees and Woodlands –

a) Tree works on Highway - to report on essential expenditure for works carried out to trees on Parish Council land adjacent to the highway, to remove overhanging boughs and/or maintain health and safety of the trees. Bishops Lane (Meadow boundary) @ £760 + vat; The Clappers - Recreation Ground boundary and leased land @ £600 + vat.

3. Pavilion / Toilets – to consider / approve expenditure for renovations / repairs to the pavilion / toilets, as per the specification agreed by the Amenities Group (attached). Only one quote received (from seven invited) @ £1,056.

4. Overgrown shrubbery Northbridge Street – to consider expenditure on a contractor (able to work on the Highway) to cut back and tidy the bushes on land adjacent to the bus shelter in Northbridge Street, which is obscuring the 30mph repeater sign and is very untidy – estimated cost £80-£100). This will bring it to a manageable state so that the Village Steward can maintain the area in the future.

2445. STREET FURNITURE AND EQUIPMENT

1. Public Lighting – Column 61, Langham Road - the electricity supply to this light has failed, so the light is not working; because it is an old style of column, UK Power Networks will not restore it. Our engineer has suggested that we could install a galvanised feeder pillar alongside the column (hopefully cheaper than a new column); to consider what course of action to take and necessary expenditure to bring the light back into service (quotes anticipated for Meeting).

2. Dog Waste Bins – to consider the purchase of two new dog waste bins to replace those at the Recreation Ground and Bishops Meadow; both are old and damaged and the doors/locks are defective (beyond repair).

2446. MISCELLANEOUS VILLAGE AMENITY ITEMS

1. Village Steward – to report on tasks completed (list attached) and note any new proposals.

2. Summer Event – update on progress of plans for the event on 18th June.

COUNTY / DISTRICT / OTHER AGENCIES

2447. FOOTPATHS / RIGHTS OF WAY

1. Diversion of Footpath 42a (Ostrich Hotel) – to report on an application for a public footpath diversion order.

2448. PLANNING / HOUSING

1. **Planning Committee** – to receive and note the minutes of the meetings held 6th April and 3rd May 2017.
2. **Grove Farm Development** – to report/update on a meeting held with the (new) agents acting for Exeter College (Turnberry Planning Ltd), regarding their plans for development on the site.
3. **Neighbourhood Plan** – brief update (Cllr Stephen Hardy).

MISCELLANEOUS

2449. REPORTS FROM REPRESENTATIVES

1. **Robertsbridge Arts Partnership (RAP)** – attached.
2. **Rother Association of Local Councils (RALC)**



Mrs K L Ripley
Clerk to the Council