



TO: All Members of Salehurst & Robertsbridge Parish Council

The Council will meet on Monday 17 November 2025 at 7.30pm (Up to 15 minutes will be allowed at the start for public questions and comments).

Venue: Village Hall, Station Road, Robertsbridge.

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

Agenda

46. **Apologies and reasons for absence** – received from Cllrs Todd, Pitman and Britten; to receive any further apologies.
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 15 September 2025** – to approve the minutes as a correct record of the meeting.
50. **Matters arising from previous minutes: - for information only:**
 - a. **Pipers Field Cricket Bat Willow trees (24/25-126e)** – two dead trees felled by Gray-Nicolls in early October. They checked the rest and tidied and removed dead limbs where necessary. They intend to fell the remaining trees in the spring (2026).
 - b. **CCTV at Station Road Car Park (25/26-134b)** – compliance work in progress.
 - c. **Additional Admin Help (25/26-12e)** – for new Asset Management system, on hold until compliance work and new website complete (higher priority).
 - d. **Asset devolution from RDC (25/26-13c)** – Expression of Interest forms submitted for the grass play area at Heathfield Gardens and freehold for Station Road car park and toilets and Bishops Meadow (currently long leases). No response from RDC to date.
 - e. **Land at the Clappers (25/26-15b)** – quote for tree works accepted and awaiting contractor scheduling.

- f. **Memorial Bench in the Cemetery (25/26-35c)** – a bench in memory of Pam Underhill has now been installed and secured in place by Village Steward.
- g. **Football Club Lease (25/26-51f)** – new 25-year lease and fees for the 25/26 season approved by the Finance Working Group (£950 per year). New fees are effective from December 2025 for the remainder of 25/26 season, and the same amount also agreed for the 26/27 season. Next fees review December 2026 for 27/28 season.

51. INTERNAL OPERATIONS (Lead – Chairman)

- a. **Station Road Car Park** – to consider quote for new sign.
- b. **Youth Centre** – update from the Chairman on instructing Bates Wells re legal opinion.
- c. **Digital and Data Compliance** – update from the Clerk and feedback on Member training attended.
- d. **Accounts and Financial Matters**
 - i. **Receipts and Payments** – to receive/approve receipts and payments for September and October 2025 (published).
 - ii. **Requests for Donation / Grant** – to ratify grant of £117 to Robertsbridge Enterprise Group for the Road Closure Order for Christmas Capers on Friday 5 December 2025 (paid direct to Rother District Council).
 - iii. **Finance Working Group** – to receive / note the Notes of Meeting 11/11/25 and consider their recommendations under the relevant agenda items (published).
 - iv. **Budget Monitoring 25/26** – to consider the recommendation of the FWG to approve the budget virements as listed in the FWG Notes of Meeting 11/11/25 (see item iii above).
 - v. **Budget 26/27** – the timetable is outlined in the FWG Notes of Meeting 11/11/25 (see iii above); to consider / discuss any Member comments or suggestions.
- e. **Risk Management** – to consider the latest review document dated 11/11/25 (published) and allocate Land/Property areas to Members to carry out quarterly checks, record on checklists and return to Clerk, as per the document.
(Bishops Meadow; Cemetery; Jubilee Garden & Pipers Field; Pocket Park; Recreation Ground; Rec. Car Park; Station Rd Car Park; Station Road Toilets; Pavilion & toilets.)

52. REPORTS

- a. **Cllr Paul Redstone, ESCC** – report for November previously circulated to Members (published). To receive a brief verbal report on any further current matters.
- b. **Cllr Susan Prochak, RDC** - brief report on any current matters.
- c. **Clerks' Report** – to receive and note (published).
- d. **Village Steward** – to receive and note the list of tasks completed and consider any future tasks (published).
- e. **Reports / updates from Council Reps / Leads** – to receive any reports.
 - i. **RALC** – the meeting held on 22/10/25 was the AGM and new Officers were elected, including Cllr David Todd to the Executive Committee. The minutes are now available on the RALC website: [DRAFT-20251022-RALC-notes.pdf](#). The next meeting is on Wednesday 14 January 2026.
 - ii. **ESALC** – to receive and note the report from Cllr Pitman, who attended the ESALC AGM and Conference on 4/11/25, as the ESALC Representatives, Cllrs Brown and O'Hara were not available (published).
 - iii. **Education & Social Responsibility** – to receive and note the report from the Lead Member (published).

53. INFRASTRUCTURE (Lead – Cllr Sean O'Hara)

a. **Planning Matters**

- i. **Planning Committee Meetings** – to receive and note the minutes of Meeting held on 18 August 2025 and 6 October (previously published). The meeting scheduled for 3 November was not needed, as there were no applications to consider.
- ii. **Meeting with Homes England re Mill Site** – Cllr O'Hara to report on the update meeting held on 4 November and to consider Member attendance at their Community Workshops on 27 and 29 November.
- iii. **Rother District Council Draft Local Plan – proposed site allocations** – Cllr O'Hara to report on the recently published proposed sites information.
- iv. **Neighbourhood Plan Review** – Cllr O'Hara to report on recent meeting with RDC NP Officer regarding process / timing for our review, in context of RDC Local Plan.

- b. Housing Development Event** – to advise on the Rother District Council event, at Robertsbridge Hall, on Friday 28th November from 09:30 – 14:15 (including lunch). There will be panel presentations, including Homes England and Cllr Sean O’Hara.
- c. Post Bonfire road sweeping** – to advise change of plans by RBS re clean-up after the event, and to consider paying a contribution of £390 to RBS towards their Biffa contract, instead of direct to our contractor for the road sweeping.
- d. Urban Verge Cutting** – to consider the report from Cllr Todd (published) proposing self-delivery of grass verge cutting for 2026, as recommended by the FWG (see agenda item 25/26-51diii).

54. AMENITIES AND LEISURE (Lead – Cllr Simon Longhurst)

- a. Storage facility for Parish Council Equipment (25/26-35b)** – currently awaiting further quotes. Cllr Longhurst to progress once quotes available. To delegate acceptance of quote and purchase of container and necessary installation essentials to progress the project, within budget, to the Clerk in consultation with Cllr Longhurst.
- b. Volunteer Footpath Team** – Cllr Longhurst to update on proposal for new group.



Karen Ripley (Mrs)
Clerk to the Council
13/11/25