



SALEHURST & ROBERTSBRIDGE PARISH COUNCIL

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TO: All Members of Salehurst & Robertsbridge Parish Council

The Council will meet on Monday 20 July 2026 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)).

Rev. Hugh Reid - at the start of the Meeting, there will be a short (five minutes) verbal introduction from the new Vicar of Salehurst.

Agenda

- 26) **TO RECEIVE AND ACCEPT APOLOGIES AND REASONS FOR ABSENCE.**
- 27) **DECLARATIONS OF INTEREST** – to receive Members’ declarations of interests in accordance with the Code of Conduct adopted by the Council.
- 28) **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.
- 29) **MINUTES OF COUNCIL MEETING HELD ON 15 JUNE 2026** – to approve the minutes as a correct record of the meeting. To note that the Minutes of the Meeting held on 19 May (approved 15/6/26) correctly showed within the body of minutes, at Agenda Item 3, that Cllr Paul Redstone was absent, having sent apologies. However, the ‘Also in Attendance’ section at the head of the document showed him as present. As this was a clear error, with the actual Minute being correct, it was corrected prior to publication on the website, and the signed minutes corrected and countersigned by the Clerk.
- 30) **MATTERS ARISING FROM PREVIOUS MINUTES** (for information only – not covered elsewhere on agenda)
 - a) **Land at the Clappers (25/26-59b)** – quotes for replacement fencing, groundworks and new bench still pending (Clerk to action).
 - b) **Risk Management (26/27-12c)** – the updated Risk Management Document (Container and Telephone Box) has been posted to the website.

- c) **About Robertsbridge Website (26/27-12e)** – transferring web hosting to PC in progress. Cllr Longhurst discussion with Archaeological Society pending.
- d) **Consultation Local Government Review (26/27-12h)** – comments submitted by the Chairman.
- e) **Community Infrastructure Levy (CIL) RDC details of next funding round (26/27-12i)** – investigations into whether brick pavement restoration would meet the criteria ongoing.
- f) **Storage Container (26/27-14a)** – awaiting help from Ripley's (forklift has been out of action) to raise on to beams. Racking then to be installed (by Village Steward).
- g) **Station Road Toilet Drain Works (26/27-14b)** – remedial works to the drains were completed on 20 June. The monthly pipe jetting / cleaning will begin later this month.
- h) **Litter in Recreation Ground (26/27-14d)** – Cllr Bishop to meet with the Headteacher at the College in September.
- i) **Urban Verge Cutting (26/27-15b)** – contractor appointed; cutting due to start imminently.
- j) **External Audit 25/26** – the Annual Governance and Accountability Return (AGAR) 25/26 and associated supplementary documents have been published on the website, and were submitted to PKF Littlejohn on 25/6/26.

31) **INTERNAL OPERATIONS** (Lead – Chairman)

- a) **Casual Vacancies** – to consider the two vacancies arising from the resignations of Nick Brown and Paul Pitman. In the absence of any requests (by the electorate) for an election: to consider applications from Simon Lidington and Aidan Meldrum to fill the two vacancies. (Profiles published).
- i) **Co-option** - to resolve that: (name) is co-opted to Salehurst & Robertsbridge Parish Council to fill the casual vacancy caused by the resignation of Nick Brown dated 20 May 2026.
- ii) **Co-option** - to resolve that: (name) is co-opted to Salehurst & Robertsbridge Parish Council to fill the casual vacancy caused by the resignation of Paul Pitman dated 20 May 2026.
- iii) **Declaration** – if the above-named applicants are co-opted, to invite them to join the table and sign their Declarations of Acceptance of Office and to participate in the remainder of the meeting as full Members of the Parish Council.

b) Councillor Responsibilities – to consider the following:

- i) **Communications** – Vacancy for an Alternate Lead
- ii) **Patient Participation Group** – Vacancy for a Representative to Outside Body
- iii) **Lead Member Youth** - to consider whether a Lead Member for Youth is required, separate to Education and Social Responsibility.

c) General Purposes Working Group – the GPWG met on 29 June. See Notes / Action List (published).

i) **Policies and Documents** - the following Policies / Documents are recommended for consideration / approval:

- Standing Orders (published)
- Working Groups Policy (published)
- Co-option Policy (published)

ii) **Working Groups** – current Working Groups (membership approved 19 May) are Finance WG, Change Management WG, General Purposes WG. A Youth Centre Working Group was formed urgently after the last meeting to progress the work on the Youth Centre Trusteeship started by Nick Brown. To confirm membership as follows:

- *Youth Centre Working Group* – Chairman, Vice Chairman, Clerk, Stephen Hardy (non-Council member).

The following Working Groups are proposed (membership to be agreed):

- *Amenities Working Group*
- *Environment Working Group*
- *Events Working Group*
- *Volunteer Footpath Group*

d) Youth Centre Trust Working Group – update from Chairman.

e) Accounts and Financial Matters

- i) **Receipts and Payments** – to receive/approve receipts and payments for May and June 2026 (published).
- ii) **Finance Working Group** – to receive and note the Notes of Meeting 7/7/26 (published) and to consider recommendation in agenda items 31e.iii below:
- iii) **Bank Signatories** – to confirm that Nick Brown has been removed from the bank accounts and to consider adding Cllr Gaynor Leeves as signatory to Unity Trust Bank and Cambridge & Counties Bank.

- iv) **Internal Audit Report 25/26** – to receive and note the full Internal Audit Report (further to the Agar Page 3 Report previously received) (published).

32) **REPORTS**

- a) **Cllr Paul Redstone, ESCC** – report for June and July 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) **Chairman's Report** – see list of dates (published).
- d) **Clerks' Report** – to receive and note (published).
- e) **Village Steward** – to receive and note the list of tasks completed in May and June and consider any future tasks (published).
- f) **Reports / updates from Council Reps / Leads** – to receive the following reports.
- i) **RALC** – update from Chairman.
- **Meeting 8/7/26** – minutes available on the RALC website: [Minutes and Agendas – Rother Association of Local Councils](#).
 - **LGR Working Group Paper** – to consider a response to the paper circulated to Members 4/7/26.
 - **RALC AGM and Parish Conference** – Chairman to report on event to be held 21 October 2026.
- ii) **Police and Crime Matters** – Cllr Hamilton to report.
- **Community SpeedWatch** – update.
 - **Police and Crime Commissioner Focus Groups**.
- iii) **Robertsbridge Arts Partnership** – Cllr Longhurst to report.
- iv) **Robertsbridge Community Association** – Cllr Longhurst to report.
- v) **1066 Community Rail Line** – update from Cllr Todd.

33) **AMENITIES AND LEISURE** (Lead – Cllr Simon Longhurst)

- a) **Storage Container** – to consider expenditure of £947 for security gate at front and fencing at rear of gap between container and pavilion (within budget allocation).

b) Telephone Box – Chairman to update on refurbishment.

c) Youth Matters – Clerk to report on Sussex Outreach Support events held and advise future dates.

d) Volunteer Footpath Team – update from Cllr Longhurst / Asst. Clerk.

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

a) Rother Valley Railway – Road Closure Northbridge Street – Clerk to update.

b) Planning Matters

i) Planning Committee Meetings – to receive and note the minutes of Meetings held on 1 June and 6 July 2026 (previously circulated / published).

ii) Hodson’s Mill / Homes England – update.

iii) Rother District Council Draft Local Plan – update.

iv) Rother District Council Enforcement Plan – update on provision for consultation with Parish Councils. Details from Rother District Council website: [Local Enforcement Plan.pdf](#)

c) Neighbourhood Plan Review – update.

d) Highways Matters – Chairman to report on recent SLR meeting with East Sussex Highways.



Karen Ripley (Mrs)
Clerk to the Council