Brightling Parish council

Chairman
Cllr Andrew Wedmore

Clerk to the Council
Dr Brian Holdstock

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Parish Council Members are Summoned to the **Annual Meeting of the Parish Council** to be held on Monday 14th May 2018 at 7.30 p.m.at The Village Hall, Brightling

Signed *Brian Holdstock* Date: 8th May 2018
Brian Holdstock, Clerk

A G E N D A

1. Election of Chairman

2. Election of Vice Chairman

3. Declarations of Acceptance of Office

4. Apologies for absence

5. Disclosures of interest
To receive any disclosure by Members of personal and disclosable pecuniary interests in matters on the agenda, the nature of any interest and whether the Member regards the personal interest as prejudicial under the terms of the Code of Conduct.

6. Additional agenda items
To consider such other items as the Chairman decides are urgent and due notice of which has been given to the Clerk by 12 Noon on the day preceding the meeting.

7. Adoption of minutes
To confirm the minutes of the ordinary meeting held on Monday 5th March 2018 as a true and correct record.

8. Standing Orders and Financial Regulations

8.1 To note the date of the most recent review and confirm re-adoption.

9. To approve the Asset Register of Council Property

10. To consider the appointment of members to serve on external bodies

11. To confirm the dates and times of future meetings

2018:
30 July, 1 October, 19 November.
2019
14 January, 11 March, 13 May (AGM).

12. To confirm the date of the Annual Assembly in 2019
Monday 8th April 2019.

13. Open Forum

13.1 To receive verbal reports on any matters to which RDC or ESCC councillors wish to speak

13.2 To receive verbal representations on any agenda items to which members of the public wish to speak.

14. RFO Report and Governance

14.1 Annual Governance and Accountability Return

14.1.1 To review the effectiveness of internal systems of control,

14.1.2 Subject to the findings of 14.1.1 above to approve the Annual Governance Statement (by resolution),

14.1.3 To approve the Accounting Statement (by resolution) and witness the signing thereof,

14.1.4 To certify that the parish council is exempt and meets the criteria to submit a Certificate of Exemption to the internal auditor

14.2 RFO Report

14.2.1 To receive the schedule of receipts and payments for the period,

14.2.2 To receive the bank reconciliation to end of April 2018,

14.2.3 To approve the following payments:

None

14.2.4 To receive the end of year accounting statement against budget,

14.2.5 To confirm the salary of the clerk for the next 12 months and adopt the NALC Pay Award for salary point 18 in scale LC1 (£9.808 per hour).

14.3 Governance

14.3.1 To review the Annual Assembly on 9th April 2018 and note points for 2019.

14.3.2 Data Protection – to note that parish councils have been given exemption from the requirement to appoint a Data Protection Officer.

15. Community and Business Development

15.1 Newcomers' orientation and information pack

15.2 Village website

15.3 Broadband

15.4 Other utilities (electricity, water, rubbish collection)

16. Planning Matters

16.1 Existing applications – to review progress and outcomes of those tabled at a previous meeting.

16.1.1 RR/2017/2919/L – Prinkle View, Battle Road, Brightling TN32 5JA - Removal of lobby to the rear. Erection of single story extension to rear with conversion of roof space to bedroom
The council has not posted any comment on this application for listed building consent and no discussion took place. Remains undecided.

16.1.2 RR/2018/325/P - 1 Grants Cottages, Cackle Street, Brightling TN32 5HZ - Erection of an oak framed conservatory. *Parish Council has supported. Planning permission refused.*

16.1.3 RR/2018/491/P - 3 Hollingrove Cottages Kent Lane, Brightling TN32 5HU -Demolition of existing garage and workshop and replace with single storey 2 bay garage and store.
PC objected to visual impact on skyline and requested that structure be sunk. Approved conditional with requirement to lower the structure going part way to meet the PC's concerns.

16.1.4 RR/2018/628/P - 2 Poplar Cottages, Brightling Road, Salehurst/Robertsbridge TN32 5EY - Alterations to first floor rooflines, including a new side gable and rear dormers. Extension to ground floor kitchen, addition of double garage.
PC offered no objection but questioned visual appearance of glazing. Approved conditional

16.2 New applications – to note the council's response to the following.

16.2.1 RR/2018/480/P - Coldharbour Farm Estate, Battle Road, Brightling TN21 9LQ - Proposed replacement of redundant farm buildings with B1/B8 units. *PC position not yet decided.*

16.3 Breaches and enforcement – to note the status of the status of the following:

16.3.1 Telegraph point – RDC planning site allocations document shows 17 Jul 2018 as the deadline for the end of lawful occupation of the caravan.

16.4 Countryside

16.4.1 Unlawful Eucalyptus planting in Brickyard Lane continues and will be monitored until the first feasible date for enforcement action after the 2019/20 dormant season.

17. Highways Matters

17.1 Finger posts – to note the current condition of finger posts and any remedial action required.

17.2 Strengthening Local Relationships (SLR) – to review the agenda for the next meeting on 12th June 2018.

18. Training

None

19. Correspondence

None

20. Parish Councillors' Forum

21. Circulation Folder

21.1 Countryside Voice (CPRE)

22. Information for Councillors / Future Agenda Items

23. Future Meetings

23.1 The next meeting of the parish council will be in Brightling Village Hall at 7.30pm.

23.2 The following are the remaining dates for council meetings in the current council year (subject to confirmation of agenda items 11. and 12. above :

2018:
30 July, 1 October, 19 November.
2019
14 January, 11 March, (8 April Annual Assembly), 13 May (AGM)