

Parish Council Members are summoned to an **Ordinary Meeting of the Parish Council** to be held on **Wednesday 10th July 2024** at 7.30 p.m. in Brightling Village Hall

Signed by: 

Parish Clerk & RFO

Date: 3rd July 2023

AGENDA

For Information Only: Members of the Public and Press are welcome and encouraged to attend. There is no need to book to attend the meeting, everyone is welcome. There is a public forum at the beginning of the meeting where everyone has a chance to speak. Once the meeting has started, members of the public cannot speak, unless invited by the Chair.

If you have a question for Councillors, please contact the Clerk to submit the question. Only items on the agenda below will form the basis of discussion and advice. Anything received post the agenda being published will be included on the next agenda for discussion. To contact the Clerk about a question please email clerk@brightling-pc.gov.uk

1. Public Forum

2. Apologies for Absence

3. 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.

4. 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.

5. Adoption of Minutes

Councillors to receive and **RESOLVE** to adopt the minutes of the Annual Meeting of the Parish Council held on Wednesday 10th May 2024 and the Extraordinary Planning Meeting held on Wednesday 5th June 2024 as true and correct records.

6. Reports from District and County Councillors

Cllr. Eleanor Kirby-Green (ESCC) and Cllr. John Barnes (RDC) to update the Council on items of change or importance.

7. Finance and Governance – RFO Update

7.1. Councillors to receive and **RESOLVE** to adopt the following documents:

7.1.1. **RESOLVE** to adopt the bank reconciliations to 30/6/24.

7.1.2. **RESOLVE** to adopt the schedule of receipts and payments for the months of May and June 2024.

7.1.3. **RESOLVE** to adopt the bank statements for May and June 2024

7.2. Clerk to provide an update on income and expenditure against budget 2024/25. Councillors to **RESOLVE** to receive and adopt the I&E document as of June 2024.

7.3. Clerk to confirm receipt of the 2023/24 VAT reclaim from HMRC.

7.4. **RESOLVE** to approve the payment of invoices:

7.4.1. John Avery – Churchyard Maintenance: Invoice SI-732 (£372)

7.4.2. RALC Subscription: Invoice 2402 (£26)

7.5. Account signatories to receive, verify and sign the following invoices (payment previously authorised on 05/06/2024):

7.5.1. WelMedical – Defibrillator Pads: Invoice I277790

7.5.2. Glasdon UK – Dog Waste Bin: Order RC26940220

7.6. Unity Trust Banking

7.6.1. Clerk to provide an update on current access/permissions for internet banking.

7.6.2. Councillors are requested to **RESOLVE** to allow the Clerk authority to move money between the deposit and current accounts without secondary verification to maximise interest payments received.

8. Highways and Drainage

8.1. Minutes from the Highways and Drainage Operational Meeting held on Friday 31st May 2024 have been previously circulated to Councillors. Cllr Petty and the Clerk to provide an update on future stakeholder engagement.

8.2. The Clerk has previously circulated a further response from Ruby Brittle (East Sussex Highways) to BPC's request for quality assurance data and KPIs. Councillors to **RESOLVE** whether further engagement from BPC is required.

9. Emergency Plan

9.1. Councillors to **RESOLVE** to review the Emergency Plan.

10. VE Day 80th Anniversary

10.1. Councillors to **RESOLVE** whether to support/and or engage in activities to commemorate the 80th Anniversary of VE Day.

11. Affordable Housing

- 11.1. Councillors to **RESOLVE** whether to support the principle of affordable housing and/or community land trust development within the parish.
- 11.2. Councillors to **RESOLVE** whether to establish a sub-committee of BPC to further explore opportunities for affordable housing and/or community land trust development within the parish.
- 11.3. Councillors to **RESOLVE** to determine the scope and remit of the sub-committee if agreed under item 11.2.

12. Coronation Tree Grant

- 12.1. Following clarification of application criteria from the Clerk, Councillors to **RESOLVE** whether to pursue the grant further.

13. Adopt a finger post

- 13.1. Councillors to discuss whether to pursue as a community project.

14. Forestry

- 14.1. Clerk to provide update on engagement with the Forestry Commission regarding felling licenses.
- 14.2. Councillors to **RESOLVE** whether to seek attendance from the Forestry Commission at a future meeting.

15. Rother Draft Local Plan Consultation

- 15.1. Minuting of BPC's formal response submitted by the Clerk under authority previously minuted on 05/06/2024.
- 15.2. Councillors to **RESOLVE** whether BPC wishes to formally support the submission from the Northern Parishes Group to the Draft Local Plan.

16. Planning

- 16.1. *All decision notices and enforcement updates had previously been circulated to Councillors for information*
 - 16.1.1. RR/2024/280/P Hollingrove Farm, Hollingrove Lane, Brightling, TN32 5HT – *Planning permission and listed buildings consent refused.*
 - 16.1.2. RR/2024/874/P Little Perrymans, Perrymans Lane, Brightling TN19 7DW – *installation of air source heat pump.*
 - 16.1.3. RR/2023/2467/O MOUNTFIELD Park Pale House - Land South of, Mountfield Lane, Mountfield TN32 5LD – *Due to the nature of the business being disclosed, Councillors are requested to **RESOLVE** to exclude members of the public and press for this item under the Public Bodies (Admission to Meetings) Act 1960. This is a closed session.*

- 16.1.4.** RR/2022/840/P Beech Farm, Hawkhurst Road, Sedlescombe TN33 0QS – *Due to the nature of the business being disclosed, Councillors are requested to **RESOLVE** to exclude members of the public and press for this item under the Public Bodies (Admission to Meetings) Act 1960. This is a closed session.*

17. Correspondence

- 17.1.** Brickyard Lane
- 17.2.** Brightling Mine Visits
- 17.3.** Dog waste bin at Darwell Woods

18. Matters Arising from Previous Meeting

- 18.1.** Clerk to confirm defibrillators are fully operational following pad replacement.
- 18.2.** Cllr Coleman to confirm whether revised costings for the phone box repair were obtained and finalised.

19. Community and Business Development

19.1. Reports on the following areas by councillors:

- 19.1.1.** Broadband (AW)
- 19.1.2.** Crime, anti-social behaviour, police relationships (CC)
- 19.1.3.** Defibrillators (CC)
- 19.1.4.** Environment Policy & Bio-Diversity (KB and AW)
- 19.1.5.** Footpaths and Bridleways. (KB)
- 19.1.6.** Highways, Hedges & Potholes (JP)
- 19.1.7.** Messenger magazine (JO)
- 19.1.8.** Phone Box (JC)
- 19.1.9.** Trees - Tree warden (PG)
- 19.1.10.** Utilities (CC)
- 19.1.11.** Refuse Collection (CC)
- 19.1.12.** Village Hall (JO)
- 19.1.13.** Website (AW)
- 19.1.14.** Welcome Packs (KB)

20. Parish Councillors' Forum

21. Items for Noting or Including on the Future Agenda

22. Remaining Planned Meetings

10/7/24, 11/9/24, 13/11/24, 8/1/25, 12/3/25, 14/5/25