



**Councillors are summoned to a meeting of the Council on Wednesday 2nd October 2024
at 7.30pm at Peasmarsh Memorial Hall.**

Agenda

68. Apologies for absence.

69. Disclosure of interests under the Council's Code of Conduct

70. Minutes of the last Council meeting – Monthly meeting – 4th September, 2024.

Break for questions from members of the public on matters on the agenda

To be limited to 15 minutes unless a time extension is agreed by the PC. Members of the public are invited to stay for the rest of the meeting but may only observe and may not take part in the discussions

71. District & County Councillor Reports

72. Peter Wareham

73. Authorisation of scanned invoices as per Item 79.2

74. PKF Littlejohn External Audit FY23-24 – Clerk to discuss.

75. Mulberry Local Authority Services Ltd interim internal audit FY24-25 – Dec 13th 2024.

76. Clerk's setting objectives/performance review – to discuss and agree objectives.

77. Clerk's annual pay review

78. Housing

78.1 Major developments – any updates.

78.2 Neighbourhood planning for Peasmarsh – any updates.

79. Community Matters and Issues

79.1 Village traffic and roads

79.1.1 VAS – PL to report.

79.1.2 Speed Watch – PL to report.

79.1.3 Black Cat speeding device – update from PL.

79.2 Recreation Ground/Playspace/Pavilion – update from RH regarding recent RoSPA report.

79.3 Recreation Ground Committee – To discuss a need for a committee and ways to form a new one.

79.4 Caretaker role – To discuss the possible recruitment of a caretaker for Recreation Ground/Allotment/Coronation Garden.

79.5 Peasmarsh Periodical – Update from GS/DP/BR on the future format of this online publication.

79.6 Coronation Garden – Clerk to discuss updates on the tenancy of the raised beds and any maintenance issues.

79.7 Oast Cottage – any updates on work beginning on the approved planning application and enforcement action.

Signed: 

dated: 24th September 2024



80. Reports and other items

80.1 Clerk's Report – for September.

80.2 RDC Consultation on Council Plan 2024-28 – To discuss any comments to be made by the PC by 21/10/24.

80.3 Memorial Hall – update from HP as representative of the Memorial Hall Committee.

80.4 Online Storage – Memory Sticks – standing item - Clerk to exchange memory stick with DP on a monthly basis to keep online files up to date.

80.5 Allotments – update from MC and the Clerk.

80.6 Repairs and Maintenance Reports – any issues arising.

80.7 ESCC Highways Report – to discuss whether we should have SLR (Strengthening Local Relations) meetings with ESCC Highways.

80.8 Rights of Way and Footpaths Reports – any reports.

80.9 Police and PCSO Reports – any reports.

80.10 Village and Environment – any reports.

81. Financial Matters

81.1 Reports

81.1.1 Monthly statement of receipts and payments – for September 2024.

81.1.2 Budget comparison and bank reconciliations – for September 2024.

81.2 To approve and ratify payments.

81.2.1 Clerk's September pay – monthly standing order: £916.65 – comes out on 26th of the same month.

81.2.2 NI Employer contributions Month 5 (6th September – 5th October 2024): £21.90 paid by business debit card by the Clerk on 10/09/2024.

81.2.3 123-Reg PC website domain name renewal: £14.39 – paid by direct debit on 13/09/2024.

81.2.4 Clerk's September expenses: £26.00 – working from home allowance.

81.2.5 Cleaning of Recreation Ground/Pavilion – September: £100.00

81.2.6 PKF Littlejohn LLP External Audit: £378.00

81.2.7 Memorial Hall donation – second instalment of annual donation: £2,000.00

81.2.8 Castle Water Coronation Water invoice: £10.37

81.2.9 Balfour Beatty – ESCC Highways invoice from FY23-24 Black Cat Licences: £121.62.

81.2.10 South East Water – direct debit for Pavilion on 01/09/24: £1.00 – paid by direct debit in October.

81.2.11 EDF – direct debit for Pavilion electricity 14th July – 31 Aug 2024: £52.32 paid by direct debit in September.

81.2.12 Biffa Waste collection – monthly direct debit – September £93.18

81.2.13 Tesco mobile – Clerk's phone – monthly direct debit October: £13.96

Signed:

dated: 24th September 2024



81.2.14 Lee Lawrence – handyman – garden clearance – clearance of allotment plot 6
- £420.00

81.2.15 ESALC online training course - Planning Reforms and the Future Shape of the
Planning System – Clerk: £TBC

81.3 Receipts –

81.3.1. None to date.

82. Correspondence

82.1 Letter received from Mulberry Local Authority Services Ltd on 12th August 2024–
letter of engagement as new internal auditor – Clerk signed terms and conditions until
2027.

82.2 Letter received from Castlewater on 6th September 2024 regarding the allotment
water bill from 1 August 2024 – 31 August 2024 – the charge was £15.18 but after this
charge the balance on the account is £150.13 in credit (due to credits received in 2023
for water outages).

83. Planning Matters

Applications –

[RR/2024/1397/P](#) - Partridge Farm, Starvecrow Lane, Peasmarsh TN31 6XN -

Change of use of building and land from holiday let accommodation to permanent dwelling.

As meeting will take place after the deadline for comment, the PC agreed via email to support the application. The Clerk submitted the following comment online – “The Parish Council can see that the owners have tried to make the holiday let work but that it is no longer financially viable. Therefore, it would support the change of use.”

[RR/2024/1629/P](#) - Redford Cottage, Main Street, Peasmarsh TN31 6SX - Proposed single storey wrap-around extension and internal alterations.

Decisions –

[RR/2024/600/P](#) - Dew Farm, Dew Lane, Peasmarsh TN31 6XD - Demolition of existing structure and replacement with a two-storey extension to form office and staff accommodation at ground floor and five en-suite hotel rooms at first floor. Erection of single storey storage building and formalisation of staff car park, together with associated landscaping. **APPROVED 05/09/2024.**

[RR/2024/956/P](#) - Oak Cottage, Tanhouse Lane, Peasmarsh TN31 6UY - The extension and alteration of an existing timber-framed garage. **APPROVED 06/09/2024.**

Signed: 

dated: 24th September 2024

Mrs A Head (Clerk & RFO), 15 Brickfields, Main Street, Peasmarsh, East Sussex, TN31 6SS

Telephone: 07951 668713 — Email: peasmarshpc@outlook.com

PEASMARSH PARISH COUNCIL



[RR/2024/771/P](#) - Barline Farmhouse, Starvecrow Lane, Peasmarsh TN31 6XL - Extension to existing dwelling with creation of associated pool house and bike/garden store. **APPROVED 13/09/2024.**

Appeals – None to date.

84. Dates of Forthcoming Meetings: Monthly meeting, 6th November 2024, Memorial Hall, Peasmarsh, 7.30pm.

Signed: *AHead*

dated: 24th September 2024