



**Councillors are summoned to a meeting of the Council on Wednesday 1st October 2025
at 7.30pm at Peasmarch Memorial Hall.**

100. Apologies for absence

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

**102. Minutes of the last Council meeting – Monthly meeting – 3rd September 2025 and
extraordinary meeting – 17th September 2025.**

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

103. District & County Councillor Reports

104. Authorisation of scanned invoices as per 116.2

105. To note AGAR Section 3 – external audit final report for FY24-25.

**106. Housing, major developments and neighbourhood planning for Peasmarch – To
discuss any updates on the Kitewood, Pippins or Pond Cottage developments.**

**107. Devolution – any updates from the Clerk on asset devolution by Rother District Council.
To discuss feedback from Cllrs RK and PL on the RDC meeting on 30/09/25.**

108. Village traffic and roads

108.1 VAS – PL to report.

108.2 Speed Watch – PL to report.

108.3 Black Cat speeding device – update from PL.

**109. Recreation Ground/Playspace/Pavilion – update from Clerk. To decide on fire alarm
installation quote. To decide on grass cutting quotes.**

110. Skate Park – ideas for future use.

111. Coronation Garden – update from Clerk/MC.

112. Allotments – update from Clerk/MC.

113. Caretaker report/repairs and maintenance – to note the monthly report.

114. Oast Cottage – any updates.

115. Reports and other items

115.1 Clerk's Report – for September.

**115.2 Request for additional members for HR Committee – Currently two members –
MC and GS. Need at least one additional member for annual meeting in October.**

**115.3 Councillor Vacancy – Clerk to detail how the vacancy will be advertised and any
interest.**

**115.4 Response to Willow Lodge regarding hedge – to approve a formal response with
legal advice from RB.**

**115.5 Memorial Hall – update from MC as representative of the Memorial Hall
Committee.**

115.6 Tree in Farleys Way – to agree replanting of a new tree.

Signed:

dated: 23rd September 2025



115.7 ESCC Highways Report – any reports.

115.8 Rights of Way and Footpaths Reports – any reports.

115.9 Police and PCSO Reports – any reports.

115.10 Village and Environment – to note correspondence from resident regarding siting of cabin at Woodside Stables.

116. Financial Matters

116.1 Reports

116.1.1 Monthly statement of receipts and payments – for September 2025.

116.1.2 Budget comparison and bank reconciliations – for September 2025.

116.1.3 RB to complete additional Lloyd's form to vary his access to the bank account to a full user.

116.2 To approve and ratify payments (to include any additional invoices received up to the meeting date)

116.2.1 Clerk's September pay – monthly standing order: £974.25 – comes out on 26th of the same month.

116.2.2 NI Employer contributions Month 6 (6th September – 5th October 2025): £83.64 paid by business debit card by the Clerk on 11/09/2025.

116.2.3 Medisave – adult defibrillator pads: £67.19

116.2.4 Lloyds monthly bank maintenance fee from 10 August – 09 September 25 – taken via direct debit on 18/10/25: £4.25

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

116.2.6 Cleaning of Recreation Ground/Pavilion – September – £TBC.

116.2.7 Clerk's phone – Tesco Mobile – September £16.66 paid via direct debit on 08/09/25.

116.2.8 Caretaker monthly fee – October: £100.00 – paid via standing order on 2nd of each month.

116.2.9 123 reg – domain name annual fee: £15.59 – paid via direct debit on 15/09/25.

116.2.10 PKF Littlejohn external audit fee: £378.00 – paid online on 15/09/25. Authorised by MC and RB.

116.2.11 Memorial Hall grant: £2,000.00

116.2.12 South East Water – direct debit for Pavilion on 02/10/25: £1.00

116.2.13 Castle Water allotment water – direct debit paid in September: £34.56

116.2.14 Castle Water Coronation Garden water – direct debit paid in September: £648.88 – to be adjusted next month as this was based on an estimate. Actual meter reading has been submitted.

116.2.15 EDF – direct debit for Pavilion electricity paid in September: £33.62

116.2.16 Biffa Waste collection – monthly direct debit paid in October: - £TBC

Signed:

dated: 23rd September 2025

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

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PEASMARSH PARISH COUNCIL



116.3 Receipts –

116.3.1 None to date.

117. Correspondence –

117. 1 Listed under item 115.10.

118. Planning Matters

Applications –

[RR/2025/1399/P](#) - Barnets House, Barnets Hill, Peasmarsh TN31 6YJ - Erection of wooden oak fronted cart lodge. Comment by 01/10/25. As comments were needed prior to this meeting it was agreed via email to submit the following comment: - ***“The Parish Council note the planning application and has no comment”.***

[RR/2025/1582/P](#) - Rose Lodge, Malthouse Lane, Peasmarsh TN31 6TA - Roof light on south east side to serve home office space. Comment by 07/10/25.

Decisions – None to date.

Appeals – None to date.

119. Dates of Forthcoming Meetings: Monthly meeting, 7.30pm, 5th November 2025, Memorial Hall, Peasmarsh.

Signed: 

dated: 23rd September 2025