

AGENDA

All Members of HERSTMONCEUX PARISH COUNCIL are hereby summoned to the
Herstmonceux Parish Full Council Meeting
Monday 15th 2021, 7.30p.m; via zoom

MEETINGS OF THE COUNCIL ARE OPEN TO THE PUBLIC

The access details to this REMOTE ZOOM MEETING are:

<https://us02web.zoom.us/j/85306582068>

Meeting ID: 853 0658 2068

Meeting called by: C J Harrison - Clerk to the Council

Signed: CJ Harrison

Date: February 2021

Councillors: Jenny Alder; Jo Angear; Ketill Game; Emma Goodsell; Mick Goodsell; Heather Kenward; Graham Lee; Nick Porter; Bryan Naish; Ian Stewart - **Ch**; Catherine Stirling-Reed.

AGENDA ITEMS

1. **APOLOGIES FOR ABSENCE**
2. **TO RESOLVE TO APPROVE THE MINUTES OF THE FULL COUNCIL MEETING**
 - i Minutes for **Approval and Adoption**, meeting date 18th January 2021
 - ii Any outstanding actions
3. **DECLARATIONS OF MEMBERS' INTERESTS**
4. **MEMBERS DISPENSATION REQUESTS**

Those received after publication of this agenda
5. **PUBLIC QUESTIONS OR COMMENTS RELATING TO ITEMS ON THIS AGENDA**

This item shall last not more than 15 minutes or at Chairman's discretion and no contribution shall last more than 3 minutes
6. **FINANCIAL OFFICERS REPORT AND PAYMENT OF ACCOUNTS**
 - i Presentation of Payments and Receipts, February 2021, for **Approval and Ratification** including any amendments as per FGP minutes and/or received after this agenda has been published
 - ii And those payments that have been received after this agenda has been published and cannot be held over to the next meeting
7. **FINANCE AND GENERAL PURPOSES COMMITTEE**

A resolution will be made to exclude press and members of the public in the event of making any staffing decisions being made in accordance with the Public Bodies (Admissions to Meetings) Act 1960

 - i. **Approve** any Personnel Sub-Committee Recommendations.
 - ii. **Approval of Recommendations and any completed further actions** as per the Finance and General Purposes meeting minutes 9th February 2021, including:
Bank Reconciliation FY to Date
Cost Centre report
Grant Applications – further information, consideration and decision
VAT return Q3
CPRE membership renewal
Renewal of Merrie Harriers Asset of Community Value
Approval and Submission of Indemnity Agreement with WDC – S106_0136/MAO
 - iii. **Minutes for Approval and Adoption**, Finance and General Purposes meeting date 9th February 2021

8. **AMENITIES COMMITTEE**
 - i. **Amenities recommendations for approval**
 - ii. **Minutes for Approval and Adoption** – meeting date 25th January 2021
 - iii. Any outstanding actions from last committee meeting
 - iv. Assets Register – **Approve** revised document subject to insurance valuation for Old Surgery.

9. **PLANNING COMMITTEE**
 - i **Minutes for Approval and Adoption** – meeting date 5th January 2021
 - ii **Minutes for Approval and Adoption** – meeting date 25th January 2021
 - iii Any outstanding actions

10. **TO ACCEPT WRITTEN / VERBAL REPORTS FROM THE FOLLOWING:**
 - i. Any relevant reports received after publication of this agenda that cannot be held over until the next Full Council meeting

11. **PLANNING MATTERS**

Consideration of any applications received after the publication of this agenda that cannot be carried over until the next Planning Committee Meeting. Comments and Observations to WDC

- 11.1 **WD/2020/2530/F and WD/2020/2530/LB**

PROPOSAL TO ADD 2 NO. WINDOWS AT FIRST FLOOR LEVEL, 1 NO. ROOF LANTERN ABOVE THE KITCHEN AND THE OPENING UP OF THE HISTORIC KITCHEN FIREPLACE, INCLUDING THE INSTALLATION OF A NEW FLUE PIPE.
BUCKWELL PLACE, HAILSHAM ROAD, HERSTMONCEUX, BN27 4JT

- 11.2 **WD/2020/2410/FR**

RETROSPECTIVE APPLICATION FOR RETENTION OF GATES.
POST MILL HOUSE, WINDMILL HILL ROAD,
WINDMILL HILL, HERSTMONCEUX, BN27 4RT

- 11.3 **WD/2020/2297/F**

ERECTION OF 5 NO. 2-BEDROOM DETACHED BUNGALOWS AND 1 NO. 3-BEDROOM DETACHED CHALET BUNGALOW, WITH ASSOCIATED ACCESS, PARKING AND LANDSCAPING.
LAND ADJACENT TO ROMNEY, SQUAB LANE, MAGHAM DOWN, HAILSHAM, BN27 1PP
(Hellingly Ward)

- 11.4 **WD/2020/2296/FA**

MATERIAL AMENDMENT TO APPLICATION WD/2018/2408/F (REPLACEMENT DWELLING) INVOLVING A VARIATION OF CONDITIONS 1,2,4 AND 5 IN ORDER TO MAKE ALTERATIONS TO THE DESIGN AND NUMBER OF WINDOWS, ALTER MATERIALS, ALTER REAR BALCONY AND INCREASE THE FOOTPRINT SWANMORE, CHURCH ROAD, FLOWERS GREEN, HERSTMONCEUX, BN27 1RJ

- 11.5 **TM/2021/0043/TPO**

WORK AS PER SCHEDULE WITHIN TREE PRESERVATION ORDER (HERSTMONCEUX) #NO 2, 1991. BADER INTERNATIONAL STUDY CENTRE, HERSTMONCEUX CASTLE,
TPO For information only – no action necessary

- 11.6 **TPO/2009/0023**, APRIL COTTAGE, CHURCH ROAD, CHAPEL ROW, BN27 1RG.
TPO For information only – no action necessary

12. **NEIGHBOURHOOD PLAN MANAGEMENT GROUP**

Any updates needing attention that cannot be held over, as per the Chair's discretion:

 - i. Policy 6 – Children's play park finishing – **Update**

- ii. Policy 8 - Recreation Ground Pathway lighting - **Update**

13. **ACTION POINTS AND UPDATES**

- i. WD/2015/0090/MAO S106 – any available updates
- ii. Census preparation - updates
- iii. Postponement of Annual Parish Meeting – agree any year end communication to the Parish
- iv. Review of Herstmonceux Parish Neighbourhood Plan (Policies) – Working Group to be agreed and meeting date to be set.
- v. Climate Emergency considerations action – Research update from office staff. Working Group to be agreed and meeting date to be set
- vi. Any urgent matters from the Chair that cannot be held over until March 2021 Full Council

14. **TO APPROVE THE FOLLOWING NEW OR REVISED DOCUMENTS**

- i. HPC **Co-Option Policy**
- ii. **Complaints Procedure**
- iii. Information regarding Scheme of Delegation – For approval March 2021

15. **COUNTY AND DISTRICT COUNCILLORS REPORT**

This item shall last not more than 15 minutes or at Chairman's discretion

16. **CORRESPONDENCE – FOR NOTING, RESPONSE OR OTHER ACTION**

- i. Sussex Day – June 2021
- ii. Woolpack Hoarding – artwork theme
- iii. Members Allowances
- iv. Any received following publication of this meeting

17. **ITEMS FOR REFERRAL**

18. **CLOSE OF MEETING**

Date of next meeting – Monday 15th March 2021, 7.30pm