

AGENDA

All Members of HERSTMONCEUX PARISH COUNCIL are hereby summoned to the
Herstmonceux Parish Full Council Meeting
Tuesday 16th November 2021, 7.30p.m
Herstmonceux Village Hall, Lounge

MEETINGS OF THE COUNCIL ARE OPEN TO THE PUBLIC

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

Signed: CJ Harrison

Date: 9th November 2021

Councillors: Jenny Alder- Ch; Jo Angear; Ketill Game; Emma Goodsell; David Harding; Heather Kenward; Graham Lee; Nick Porter; Bryan Naish; Ian Stewart, Peter Watson.

AGENDA ITEMS

1. **APOLOGIES FOR ABSENCE AND ACCEPTANCE OF APOLOGIES**
2. **TO RESOLVE TO APPROVE THE MINUTES OF THE FULL COUNCIL MEETING**
 - i Minutes for **Approval and Adoption**, meeting dates 18th October,
 - 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. **COUNTY AND DISTRICT COUNCILLORS REPORT**
7. **FINANCIAL OFFICERS REPORT AND PAYMENT OF ACCOUNTS**

Approval and Ratification of the following:
Month end reports –

 - i. Bank Reconciliations
 - ii. Barclaycard Reconciliation
 - iii. Bank Summary
 - iv. Reserves Balance and Transfers report
 - v. Cost Centre report (Net)
 - vi. Payments and Receipts November 2021
 - vii. Any further payments that cannot be held over to the next meeting

Additional matters:

 - i Approval of quotes for works:
 - Children's Play Park safety netting replacement
 - Allotment Fence – Phase 1
 - ii Budget Setting – V2 review
 - iii Any other financial matters which cannot be held over until the next meeting
8. **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. **Approval of all Recommendations** as per the Finance and General Purposes meeting minutes
 - ii. **Finance and General Purposes Minutes for Approval and Adoption**, Finance and General Purposes meeting date 9th November 2021

9. **AMENITIES COMMITTEE**

- i. Any updates for Full Council Approval

10. **PLANNING COMMITTEE**

- i **Planning Committee Minutes for Approval and Adoption-** none outstanding. No meeting was held in November
ii Any outstanding actions

Planning Matters Updates:

- iii Updates – Land at Collins Honda, including Ombudsman
iv Updates – Horseshoe
v Updates – Community Land Trust
vi Updates – Woodland View S278
vii Updates - Woolpack
viii Updates – Lime Cross

11. **TO ACCEPT WRITTEN / VERBAL REPORTS FROM THE FOLLOWING:**

Any relevant reports received after publication of this agenda that cannot be held over until the next Full Council meeting

12. **PLANNING MATTERS**

Consideration of any applications received. Comments and Observations to WDC

12.1 **Application No. WD/2021/1555/F**

Application Type: Full

Expiry date for comments: 15 November 2021 (Extension given until 17th)

Case Officer: Ms A Choudhury Tel: 01892 602473

Location: HOLLINGWOOD, THE OLD COACH HOUSE, CHILSHAM LANE,
HERSTMONCEUX, BN27 4QG

Description: CONVERSION OF GARAGE INTO STUDIO FOR HOME WORKING AND
AMENDMENTS TO GRANNY ANNEXE WHICH INCLUDE ALTERATIONS
TO WINDOWS AND DOORS .

Applicant: Mr Matthew Morgan Agent: Mr Matthew Morgan

12.2 **Application No. WD/2019/0543/RM**

Location: LAND OFF WEST TERRACE, WEST END, HERSTMONCEUX, BN27 4NT

Discussion of further sight drawings for comments to be made on:

- BA1494.40A Proposed Site Layout
- BA1494.42A Site Turning Head
- BA1494.45 Site Turning Head

12.3 **Application No. WD/2021/2584/F**

Application Type: Full

Expiry date for comments: 23 November 2021

Case Officer: Ms C Rowlands Tel:

Location: PILGRIM COTTAGE, CHURCH ROAD, FLOWERS GREEN,
HERSTMONCEUX, BN27 1RJ

Description: REPLACE EXISTING SINGLE STOREY SIDE/REAR EXTENSION,
PROPOSED EXTENSION TO FORM ATTACHED TANDEM GARAGE
AND ANNEXE AND A PROPOSED DORMER WITHIN EXISTING ROOF SPACE.

Applicant: Mr and Mrs Thompson

Agent: Elevations Design Ltd

12.4 **Application No. WD/2021/2616/F**

Application Type: Full

Expiry date for comments: 23 November 2021

Case Officer: Mr T Balcikonis Tel: 01892 602783

Location: HILLBROW HOUSE, TROLLILOEAS LANE, COWBEECH, BN27 4QR

Description: SINGLE STOREY REAR EXTENSION TO FORM UTILITY ROOM

Applicant: Mrs J McAvoy
Agent: Mr Michael Whiting

12.5 Application No. WD/2021/2470/F

Application Type: Full

Expiry date for comments: 25 November 2021

Case Officer: Miss C Boddy Tel: 01892 602539

Location: ROCKS FARM, VICTORIA ROAD, HERSTMONCEUX, BN27 4TQ

Description: CHANGE OF USE OF FORMER SALES BUILDING TO HABITABLE USE, ANCILLARY TO THE ENJOYMENT OF THE DWELLING.

Applicant: Mr and Mrs T Newman

Agent: Coster Associates

12.6 Application No. WD/2021/2554/F

Application Type: Full

Expiry date for comments: 29 November 2021

Case Officer: Mr A Battams Tel: 01892 602487

Location: GILDRIDGE FARM, NEW ROAD, MAGHAM DOWN, BN27 1QB

Description: SITING OF 2NO. MOBILE SHEPHERD'S HUTS AND CAMPING PODS FOR HOLIDAY ACCOMMODATION, TOGETHER WITH FORMALISATION OF AN EXISTING ACCESS TRACK

13. NEIGHBOURHOOD PLAN MANAGEMENT GROUP

- i. Community Forum follow up, date of next meeting
- ii. Recreation Ground – footpath lighting and CCTV – Bat Conservation Trust Guidance Note 08/18
- iii. Any other updates

14. ACTION POINTS AND UPDATES

- i. Vandalism – continued incidents and impact on community
- ii. Parish Council newsletter
- iii. Queens Platinum Jubilee
 - Agree locations in readiness for tree planting and Clerk to approve planting costs once quoted for
 - Jubilee Bank Holiday Weekend discussions and decisions
- iv. Community diary suggested events follow up

15. CORRESPONDENCE – FOR NOTING, RESPONSE OR OTHER ACTION

- i. Cricket Club – Pavillion Letter of Support
- ii. Receipt of any consultation requests
- iii. Any received following publication of this agenda

16. ITEMS FOR REFERRAL

17. CLOSE OF MEETING

Date of next meeting – 20th December 2021