

ETCHINGHAM PARISH COUNCIL CLERK

I hereby give notice that a Meeting of Etchingham Parish Council will meet at 7.30pm on

Thursday 21st September 2023 in The Parker Hall

and you are hereby summoned to attend. Paulette Barton (Clerk to Etchingham Parish Council).

(Members are reminded to make any declarations of interests prior to the appropriate agenda item)

AGENDA:

1. **Apologies for absence.**
2. **To confirm that the minutes of the meeting held on 17th August 2023 are an accurate record and to authorise the Chairman presiding to sign said Minutes.**
3. **Declarations of Interest – to receive any disclosure by Members if any interests in matter on the agenda in accordance with Paragraph 3u of the Etchingham Parish Council Standing Orders. Members are reminded of the need to repeat their declaration immediately prior to commencement of the item in question. (Please refer to NALC LTN80, March 2017 ‘Members’ Conduct and the registration of disclosure of their interest (England) and Guide for Councillors – March 2017 – Department for Communities & Local Government).**
4. **Etchingham Parish Council – Dispensations – to consider any requests for Dispensations in respect of any agenda item in accordance with the Policy adopted by the Council at the meeting held on 17th May 2018 (Minute 1759a – page 323) as provided for by Paragraph 13 of the Etchingham Parish Council Code of Conduct, adopted May 2018.**
5. **Chairman’s Announcements – to receive any announcements of information from the Chairman presiding.**
6. **Clerk’s Report – to consider the report on matters undertaken and progress since previous meeting. Items requiring further consideration and resolution are on the following agenda.**
7. **Public Time – to receive Reports and Comments from Elected Representatives and comments and questions from members of the public in respect of any item included on this agenda.**
 - a) **East Sussex County Councillor – Eleanor Kirby-Green**
 - b) **Rother District Councillors – John Barnes, Eleanor Kirby-Green**
 - c) **Members of the general public**
 - d) **Members of the Council (if to be excluded from the meeting)**
8. **Parish Matters – to receive Reports and Comments with regard to local parish matters, including any matters raised by members of the public under agenda item 7, and pass any such resolutions as may be necessary.**
 - a) **Village Amenities**
 - i) **To consider and resolve as necessary matters regarding the Old Etchingham Stores particularly status of the river wall project.**
 - ii) **To consider the Inspection Reports on Queen’s Garden and VIPER playgrounds (previously circulated) and any other Council property not covered elsewhere in this Agenda.**
 - iii) **To consider the Rother Valley Friendship Group letter asking permission to place a memorial bench for Greta Crane in Queen’s Gardens and to delegate matters of siting and installation to Cllr Barrow.**
 - iv) **Any other any other matters**

b) Children and Young People

- i) To consider any Report to include Etchingam Primary School as appropriate – Cllr Turner**
- ii) To consider any update on ERGT fundraising – Cllr Boylett**
- iii) To consider any other matters.**

c) Highways, Footpaths and Community Safety

- i. To receive any update or report on road safety matters including issues raised with ESCC Highways – Clerk**
- ii. To consider the issue of Council trees overgrowing onto 1 The Orchard – correspondence previously circulated together with Clerk’s report on the matter.**
- iii. To receive the monthly Report from Cllr Boylett on the Speedwatch Scheme**
- iv. To receive the monthly Report from Rother Police and the PCSO – Cllr Boylett**
- v. To consider any other matters**

d) Environmental and Other - To consider any matters

e) Communications – To consider any matters

9. Planning

a) To consider and make recommendations on local planning applications as follows:

RR/2023/1526/O Stable Cottage, Myskyns Road	Certificate of Lawfulness for the removal of an Agricultural Occupancy. Condition imposed on A/61/519 to allow for the existing use of building as a dwelling occupied by person/s not employed in agriculture or forestry.
RR/2023/1711/P Shelton House, Burgh Hill	Construction of a single storey rear extension.
RR/2023/1751/P Chaffinches, Burgh Hill	Demolition of existing dwelling and outbuilding to be replaced with 1x two storey dwelling.
RR/2023/1840/TN Squibbs Farm	Notification under the electronic communications code (conditions and restrictions) regulations 2003 (as amended) for the installation of electronic communications apparatus/development ancillary to radio equipment housing. This notification is for information only.
RR/2023/1894/P Marina and Ferndale, Sheepstreet Ln	First floor infill extension at the rear of Marina and Ferndale.
RR/2023/1905/P The Willows, High St	Proposed replacement of shop front with bay window to match existing.

b) Any other planning matters

i) To consider granting permission for Ofcom to enter Council land to north west of Burgh Hill and adjoining The Orchard in order to fulfil the Terms of Agreement (supplied) regarding telecoms apparatus. All documents previously circulated.

ii) To consider the possible illegal encampments reported in in Burgh Woods and Park Wood.

10. Finance

- a) Authorisation of payment of Accounts – to approve accounts for payment - (a Schedule of Receipts & payments for September will be presented at the meeting).**
- b) Any other financial matters.**

11. ***Progress report from HR portfolio holders on the Job Description and Contract of Employment for Clerk/RFO so that the Adoption of the Employee Handbook including approval of Codes, Policies, Statements and Protocols can be reviewed and approved in October.***
12. ***To receive Reports from and Members and Representatives passing such resolutions as may be necessary***
 - a) ***East Sussex Association of Local Councils – Cllr J Barnes***
 - b) ***Rother Association of Local Councils – Cllr J Barnes***
 - c) ***Any other Meetings/Conferences attended by Members or the Clerk on behalf of the Council***
13. ***Correspondence not distributed by e-mail, but requiring attention, will be specified on the agenda as appropriate or, if for information only, will be made known and available at the meeting.***
14. ***Etchingam Parish Council – Notification to Members of Council decisions***

To inform any Members who were excluded from the meeting because of declared pecuniary interests of the decisions agreed by Council in respect of the relevant agenda item.
15. ***Agenda items for the next meeting***

A handwritten signature in cursive script that reads "Paulette J Barton". The signature is written in black ink on a white background.

Paulette Barton – Clerk to Etchingam Parish Council – 15th September 2023