

## AGENDA

### HERSTMONCEUX PARISH COUNCIL

To all Members of Herstmonceux Parish Council you are hereby summoned to the  
Herstmonceux Parish Full Council Meeting  
To be held on - Monday 20<sup>th</sup> November, 2017, 7.30 p.m.  
Small Hall, Herstmonceux Village Hall

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

Signed: *CJ Harrison*

Date: 14<sup>th</sup> November 2017

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Councillors: Jenny Alder; Jo Angear ; Malcolm Bradshaw; Mick Goodsell; Heather Kenward; Graham Lee; Bryan Naish; Stephen Nash; 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 16<sup>th</sup> October 2017
  - ii. Minutes for **Approval and Adoption**, Extraordinary Full Council meeting date 10<sup>th</sup> November 2017
  - iii. Any outstanding actions
3. **DECLARATIONS OF MEMBERS' INTERESTS**
4. **MEMBERS DISPENSATION REQUESTS**
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, November 2017, for **Approval and Ratification**
7. **FINANCE AND GENERAL PURPOSES COMMITTEE**
  - i Minutes for **Approval and Adoption**, meeting date 7<sup>th</sup> November 2017
  - ii Other FGP(Com) Recommendations for Full Council ratification
8. **AMENITIES COMMITTEE MINUTES**
  - i Minutes for **Approval and Adoption- none outstanding**
  - ii AME(Com) Recommendations for Full Council ratification
9. **PLANNING COMMITTEE MINUTES**
  - i. Minutes for **Approval and Adoption**, meeting date 14<sup>th</sup> November 2017
  - ii. Any Recommendations for Full Council ratification

10. **TO ACCEPT MINUTES AND / OR WRITTEN / VERBAL REPORTS FROM THE FOLLOWING (where available):**
  - i. Communications Working Group – COM(WG)
    - i i Update on new website.
    - i ii Councillor feedback to information request
  - ii. Building Development Working Group – BDV(WG)
  - iii. SLR
  
13. **PLANNING MATTERS**

Parish Council comments and observations on the following Planning Application:
  
- 13.1 **APPLICATIONS RECEIVED**

**Application No. WD/2016/2898/FR**  
Application Type: Full - Retrospective  
**Expiry date for comments: 1 December 2017**

Case Officer: Ralph Forder Tel: 01892 602496  
Location: LOOKERS COTTAGE, NEW BRIDGE, HAILSHAM, BN27 1QF  
Description: RETROSPECTIVE APPLICATION FOR AGRICULTURAL BARN TO STORE ANIMAL FEED AND FARM EQUIPMENT.
  
- 13.2 **Application No. WD/2017/2078/FA**

Application Type: Full – Non-Compliance of Condition  
**Expiry date for comments: 5 December 2017**  
Case Officer: Laura Field Tel: 01892 602515

Location: LAND TO THE REAR OF 3 GARDNER STREET, HERSTMONCEUX, BN27 4LE  
Description: MINOR MATERIAL AMENDMENT TO APPLICATION WD/2014/1424/F (DEMOLITION OF EXISTING SLAUGHTER HOUSE AND PROVISION OF NEW SINGLE STOREY RESIDENTIAL DWELLING)
  
14. **HERSTMONCEUX PARISH NEIGHBOURHOOD PLAN (HPNP)**
  - i Consultation feedback
  - ii Consideration of time scales for forming of HPNP Implementation group
  
15. **FORMER PUBLIC CONVENIENCE**
  - i Update – Formal offer of acceptance of licence agreement between HPC and WDC submitted by HPC and acknowledged by WDC
  
16. **THE WOOLPACK**
  - i Any further updates if available
  
17. **COMMUNITY LAND TRUST**
  - i To consider the request for membership information to be published on HPC website – **Approval** sought
  
18. **PARISH COUNCILLOR VACANCY**
  - i To discuss and **Resolve** whether to proceed with the vacant Councillor position for co-option
  
19. **POLICIES**

Herstmonceux Parish Council  
Full Council (FCL)

- i **Agree** responsible Committees for review of following drafted policies;
  - Child Protection and Safeguarding of Vulnerable Persons – Policy Review Committee
  - Data Protection – FGP(Com)
  - Disciplinary – PER(SubCom)
  - East Sussex Pensions Fund Discretions Policy – PER(SubCom)
  - Email and Internet Usage - FGP(Com)
  - Equality of Opportunity - Policy Review Committee
  - Grievance - PER(SubCom)
  - Health and Safety, inc Risk Assessment - PER(SubCom)

20. **ACTION POINTS AND UPDATES**

- i. Transfer of land at Lime Cross Sports Ground
- ii. Grant of Easement between Herstmonceux Parish Council and Herstmonceux Integrative Health Centre - Response from Dr Simmons
- iii. Grant of Easement between Herstmonceux Parish Council and Herstmonceux Integrative Health Centre - Parking issues on the Access Road

21. **COUNTY AND DISTRICT COUNCILLORS REPORTS**

22. **CORRESPONDENCE – FOR NOTING OR ACTION**

- i Guidance on Marking the Death of the Sovereign or a Senior Member of the Royal Family
- ii East Sussex Highways – Programme for Road lining refresh; Road sign cleaning
- iii Clerks report

23. **ITEMS FOR REFERRAL TO NEXT AGENDA OR APPROPRIATE COMMITTEE**

Date of Next Full Council Meeting:

Monday 18<sup>th</sup> December 2017; Herstmonceux Village Hall