

MINUTES

HERSTMONCEUX PARISH COUNCIL
Herstmonceux Parish Full Council Meeting
Monday 17th July, 2017, 7.30 p.m.

Councillors in attendance: Jenny Alder; Jo Angear; Malcolm Bradshaw; Mick Goodsell; Heather Kenward; Graham Lee; Bryan Naish; Stephen Nash (**Vice-Ch**); Ian Stewart (**Ch**); Catherine Stirling-Reed.

Clerk – Clare Harrison

RFO – Simon Goacher

Members of the Public – 12

No	Agenda Item	Action
1. 17.07.118	<p>WELCOME AND APOLOGIES FOR ABSENCE</p> <p>A welcome was extended to new Herstmonceux Parish Councillor, Graham Lee.</p> <p>Apologies had been received from the following Councillors: ESCC Cllr Bill Bentley</p>	Apologies noted
2. 17.07.119	<p>TO APPROVE THE MINUTES OF THE FULL COUNCIL MEETING</p> <p>i. Minutes for Approval and Adoption, meeting date 19th June, 2017</p> <p>The minutes of the FCL meeting, held on the 19th June 2017 had been circulated. There were no amendments or clarification necessary. It was RESOLVED to accept that the minutes be APPROVED, adopted and signed as a correct record.</p> <p>ii. Any outstanding actions</p> <p>FCL 17.06.97 - FIN.10.06.17: a verbal report would be given as to date only one written quote had been received.</p> <p>FCL 17.06.99: The RFO confirmed that the works order had been issued.</p>	Minutes to be filed and posted on website
3. 17.07.120	<p>DECLARATIONS OF MEMBERS' INTERESTS</p> <p>i. Cllr Goodsell declared his regular interests in matters of private tenders and contract works on trees / hedgerow cutting and other general maintenance issues / works needed in the parish.</p> <p>ii. Cllr Stewart declared an interest any Village Hall matters as an elected member of the Village Hall Management Committee.</p> <p>iii. Cllr Angear declared an interest any Village Hall matters as an elected member of the Village Hall Management Committee.</p> <p>iv. Cllr Naish declared an interest any Village Hall matters as an elected member of the Village Hall Management Committee.</p>	Declarations to be recorded
4. 17.07.121	<p>MEMBERS DISPENSATION REQUESTS</p> <p>i. No new dispensation requests had been received</p>	

<p>5. 17.07.123</p>	<p>PUBLIC QUESTIONS OR COMMENTS RELATING TO ITEMS ON THIS AGENDA</p> <p>This item shall last not more than 15 minutes or at Chairman's discretion and no contribution shall last more than 3 minutes</p> <p>The Chair b/f Agenda Item 11.ii for the convenience of the twelve members of public who were in attendance.</p> <p>A written report of the meeting was circulated for Cllrs information and reference to the agenda items discussions.</p> <p>The Chair advised that the following personnel had attended the recent Protocol Meeting at WDC offices: Wealden District Councillor Andy Long; Parish Councillors Ian Stewart and Stephen Nash; Clerk to the Parish Council; Chris Bending - Planning Officer; Kelvin Williams – WDC Head of Planning and Environmental Services; Tim Minns – Town and Country Housing; Pat Stroud – Project Architect, Go Planning Ltd.</p> <p>The meeting had taken place on the 12th July 2017.</p> <p>The Chair outlined that discussions had taken place concerning:</p> <ul style="list-style-type: none">i Clarification of which parishioners received the WDC letter dated 23.06.17 and if a follow up letter was issued to explain the mix up and directing members of the public to the correct application;ii Parkingiii Commercial vehicles restrictions on the residential developmentiv Impact of any restrictions and lack of parking capacity on slip road and vergesv Height of properties at road frontvi Lack of provision for elderlyvii Street lightingviii Confirmation of affordable housing percentageix Presented and agreed designs to be unchangeablex Confirmation that Package Treatment Plant not to be permitted at a later stage <p>Members of the Parish were reminded to feedback to the current consultation period with any further comments they may have about the new plans. The Chair advised the Parish Council would be submitting new comments in response to the altered plans.</p> <p>Standing Orders were suspended at 7.50pm to allow various members of the public to speak.</p> <p>Queries were raised and responded to regarding</p> <ul style="list-style-type: none">• Sewage infrastructure• Developer connection with Rydon and Town and Country	<p>Clerk to amend meeting report and circulate electronically to Councillors for their records</p>
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	<p>Standing Orders were re-instated at 7.55</p> <p>Cllr Nash advised all present that copies of the new plans were available to view in the VIC.</p> <p>Cllr Naish advised of an error in the clerk’s report of the meeting and also requested clarification of the affordable housing mix.</p> <p>Other comments comprised the need for starter homes; a suggestion that all garages become car-ports and that change of structure to garage was restricted; trees and hedges buffer zone/maintenance and planting and possible preservation order on current hedge.</p> <p>Members of the Public were invited to view the plans that were displayed elsewhere in the Village Hall for the evening. Members of the Public left the meeting.</p> <p>The Order of the Agenda was resumed.</p>	
<p>6. 17.07.124</p>	<p>FINANCIAL OFFICERS REPORT AND PAYMENT OF ACCOUNTS</p> <p>i Presentation of Payments and Receipts, July 2017, for Approval and Ratification</p> <p>The RFO presented payments totalling £4,823.82. Please see overleaf for full detail (page 5).</p> <p>The RFO highlighted and provided an explanation for:</p> <ul style="list-style-type: none"> • The 2 cheques that had been drawn by Chairman’s consent. • The cancelled cheque to Laser Energy Buying Group <p>A query was raised about the charge of £40 from the webmaster for Vitality Villages web page set up. It was confirmed that this charge should be made to Vitality Villages.</p> <p>A further query about higher than normal printing costs was attributed to the recent additional printing for the Herstmonceux Parish Neighbourhood Plan (HPNP).</p> <p>The RFO requested permission to process payments presented of £4,823.82.</p> <p>It was PROPOSED, seconded and agreed by all that all presented payments and receipts be accepted and that approval is issued for any payments. It was RESOLVED to authorise expenditure totalling £4,823.82.</p> <p>ii Presentation of Quarterly Financial Reports – 1st April 2017 – 30th June 2017</p> <p>The RFO presented the Quarterly Financial Reports and requested authority to pay the Clerk to the HPNP for the period of 16th June 2017 – 13th July 2017, a total of 37.75 hours.</p>	<p>RFO to invoice Vitality Villages for re-imburement of £40</p> <p>RFO to action payments</p>

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	<p>It was PROPOSED, seconded and agreed by all that the time sheet submitted by the Clerk to the Neighbourhood Plan (NHP) be accepted and that approval is issued for payment.</p> <p>It was RESOLVED to authorise payment of wages to the Clerk to the NHP for a total of 37.75 hours.</p>	
<p>17.07.123 (Cntd)</p>	<p>Members of the Public re-entered the meeting room.</p> <p>Standing Orders were suspended at 8.10pm to receive any further comments from the floor.</p> <p>Comments received included:</p> <ul style="list-style-type: none"> • A query on if 3 or 6 additional parking spaces had been allocated. • That although the additional parking spaces were welcomed, the amount was still not enough for accommodation that would house growing families and this could result in blocking of the slip road for residents, and perhaps more importantly for emergency vehicle access. • Additional parking spaces should be located in the main development not the 'large house' end. Having the additional spaces here doesn't alleviate parking space issues for the majority of the houses. • Concerns over hedge ownership and suggestion that responsibility should remain with the developer. • Potential for parking restrictions to manage the impact of overflow parking. • Information was requested about how the pumping station would be managed. • Accessway congestion and speeding concerns - the Chair informed all that ESCC Highways had agreed to the accessway plans and that the Parish Council are discussing highway safety issues. • Parking for plant traffic - the Chair advised that parking within the development was a condition of planning. <p>The Chair reiterated earlier advice for parishioners to raise all concerns to Wealden Planning Department.</p> <p>Members of the public were thanked for their interest.</p> <p>Standing Orders were re-instated at 8.28pm</p> <p>All Members of the Public left the meeting room.</p>	

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Herstmonceux Parish Council				
Meeting: 17 July 2017		Agenda Item: 06 - Payments of Account		
Payment of Accounts				
The following Accounts are submitted for payment approval:				
Cheque Number	Payee:	Description of Payment:	Sub Info/Total	Amount:
Payment of Accounts - Parish Council Meeting:				
Cheques drawn 27 June 2017: (by Chairman's consent)				
102296	Unity Trust Bank	Admin: Initial amount to open Unity Trust bank accounts to accompany application		500.00
Cheques drawn 28 June 2017: (by Chairman's consent)				
102287	BT Payphones	Highway: Purchase of Red Telephone Kiosks at Stunts Green & Windmill Hill		2.00
Cheques drawn 17 July 2017:				
102282	C/Cheque - Laser Energy Buying Group	AME: Unmetered Electricity Supply (Street Lighting) - April 2017 paid by D/Debit		-453.12
102288	East Sussex Pension Fund	Pension: Salary Deductions June 2017		259.62
102289	Extreme Clean	AME: Cleaning Fingerposts and Noticeboards		85.00
102290	James Gallifant	Admin: IT Support & Website maintenance fees July to September, plus additions		230.00
102291	S. P. Goacher	Admin: Finance Officer Salary - July 2017		435.64
102292	Mrs Harrison (C. J. Reynolds)	Admin: Clerk Salary - July 2017		750.76
102293	Trevor Hoad	Allot: Ground Maintenance 21/03 and April 2017	81.00	
	Trevor Hoad	Allot: Ground Maintenance May 2017	81.00	162.00
102294	Herstmonceux Village Hall	Admin: Hire of Village Hall - June 2017		78.00
102295	Kent County Council	HVH: Legal Fess - Access Road to Herstmonceux Village Hall		646.80
102296	Mrs. J. E. Mclnnes	N/Plan: Salary June 2017		233.20
102297	Playsafety Ltd	AME: Recreational Equipment and Playground Equipment Safety Inspections		172.30
102298	Principal	Admin: Photocopier copy charges		626.12
102299	(The) Recycling Partnership Ltd	AME: Commercial Waste Collection - June 2017		62.00
102300	WEL Medical Ltd	AME: Purchase of Defibrillator for Windmill Hill		1,033.50
Total of Accounts for Approval				4,823.82
Notes:				
Income or Expenditure paid by Direct Credit / Direct Debit or other Regular Commitments				
Bank Transaction	Payee:	Description of Income / Payment:		Amount:
Income:				
D/Credit				0.00
D/Credit				0.00
Total Income Received via D/Credits				0.00
Expenditure:				
D/Debit	BarclayCard Commercial	Payment of BarclayCard purchases May/June 2017		391.33
D/Debit	British Telecom	Admin: Broadband / Internet Services		0.00
D/Debit	British Telecom	Admin: Telephone Landline Provision		0.00
D/Debit	Information Commissioners Office	Admin: Data Protection Registration		0.00
D/Debit	Laser Energy Buying Group	Amenities: Energy Charges (Monthly) - 01/12/2016 to 31/12/2016		421.96
D/Debit	Laser Energy Buying Group	Amenities: Standing Charges etc (Monthly) - 01/12/2016 to 31/12/2016		42.78
D/Debit	Laser Energy Buying Group	Amenities: Energy Charges (Monthly) - 01/05/2017 to 31/05/2017		423.12
D/Debit	Laser Energy Buying Group	Amenities: Standing Charges etc (Monthly) - 01/05/2017 to 31/05/2017		45.11
D/Debit	Principal	Admin: Photocopier Rental Agreement		72.00
D/Debit	Rural Community Support Society	Admin: Rent for three months in Advance		0.00
D/Debit	Rural Community Support Society	Admin: Standing Charges for three months in Advance		0.00
D/Debit	South East Water	Amenities: Water supply to Recreation Ground		0.00
D/Debit	Wealden DC	Admin: Courses / Conferences - Delegate Fees		20.00
D/Debit	Wealden DC	AME: Dog Bin Emptying Services		0.00
D/Debit	Wealden DC	AME: Litter Bin Emptying Services		0.00
D/Debit	Wealden DC	AME: supply and installation of new Dog Bin - Recreation Ground		0.00
D/Debit	Wealden DC	Old Surgery: Ground Rent		0.00
Total Expenditure paid via D/Debits				1,416.30
BarclayCard Expenditure since last Payments of Account Report - to be paid				
13/06/2017	The Post Office	Admin: Postage	CJH	1.74
15/06/2017	Wingzip	Admin: Annual Download subscription	SPG	4.95
15/06/2017	Safety Shop	AME: Signs 'Drive Slowly'	CJH	191.65
24/06/2017	Office Outlet	Admin: Laser Copier Paper	SPG	35.24
29/06/2017	The Post Office	Admin: Postage	CJH	1.22
04/07/2017	Staples UK Ltd	Admin: Stationery Items	CJH	118.60
04/07/2017	Viking Direct	Admin: Stationery Items	CJH	43.76
Total Expenditure paid via BarclayCard				397.17
Net Expenditure (-) / Income (+) expected:				-1,422.14
<i>Simon P. Goacher</i>				
Responsible Finance Officer				10 July 2017

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7. 17.07.125	FINANCE AND GENERAL PURPOSES COMMITTEE There was no meeting of the FGP(Com) this month (June) therefore there are no minutes or recommendations outstanding for approval.	
8. 17.07.126	AMENITIES COMMITTEE MINUTES There are no minutes or recommendations outstanding for approval.	
9. 17.07.127	<p>PLANNING COMMITTEE MINUTES</p> <p>i. Minutes for Approval and Adoption – meeting date 20th June 2017 The minutes of the PLN(Com) meeting, held on the 20th June 2017 had been circulated. There were no amendments or clarification necessary. It was RESOLVED to accept that the minutes be APPROVED, adopted and signed as a correct record.</p> <p>ii. Any Recommendations for Full Council ratification The following recommendation was made in minute item PLN 17.06.06, circulated on the 27th June 2017:</p> <p>Planning Committee RECOMMEND to FCL that the quorum for this Committee be four, to provide continuity in decision making and submission of comments and observations to the Local Planning Authority, as per FCL quorum.</p> <p>Council requested that approval of this recommendation be deferred to the next FCL meeting due to prepared, hard copies of the TOR, that contained the recommended changes, being distributed at, and not prior to, the meeting.</p>	<p>Minutes to be filed and posted on website</p> <p>Clerk to include in August FCL agenda</p>
10. 17.07.128	<p>TO ACCEPT MINUTES AND / OR REPORTS FROM THE FOLLOWING (where available):</p> <p>i. Building Development Working Group – BDV(WG) A verbal update was given by Cllr Alder who will be seeking new members for co-option. Cllr Alder will be circulating a written report to update all.</p> <p>ii. Neighbourhood Plan Steering Group See Agenda Item 12.</p>	
11. 17.07.129 11.i	<p>PLANNING MATTERS</p> <p>Application No. WD/2017/1060/PO Application Type: Planning Obligation Expiry date for comments: 26 July 2017 Grid Reference: 560644 113958 Case Officer: Mr A Battams Tel: 01892 602487 Location: 2 CINDERFORD COTTES, CINDERFORD LANE, HELINGLY, BN27 4HL</p> <p>Description: REMOVAL OF SECTION 106 PLANNING OBLIGATION DATED 26 JANUARY 1999. Applicant: Mr Alan Saunders Agent: Buss Murton Law</p>	

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	<p>Comments were taken for both approval and objection on this application, Council was divided in its opinion- in supporting the application as the property is no longer owned by the farm and the current owner has no agricultural connections; and objecting to the application for matters of consistency in retaining accommodation for agricultural and forestry worker families in this rural Parish.</p> <p>A proposal was received in support of the application. The proposal was seconded. A vote was taken. The vote fell in favour of not supporting the proposal that had been made. Proposal to support the application not carried.</p> <p>A motion was Proposed to object to the application on the grounds of retaining accommodation for agricultural and forestry worker families in this rural Parish. Motion seconded. The vote was cast in favour of objecting to the application. Motion carried.</p> <p>Comments and Observations: Council object to this application on the grounds of ensuring the retention of accommodation, for agricultural and forestry worker families in this rural Parish.</p>	
<p>11.ii</p>	<p>Application No. WD/2017/1174/MRM Application Type: Major Application – Reserved Matters Expiry date for comments: 25 July 2017 Grid Reference: 563084 112184 Case Officer: Mr C Bending Tel: 01892 602478</p> <p>Location: LAND OFF HAILSHAM ROAD, HERSTMONCEUX Description: Amended description: RESERVED MATTERS PURSUANT TO OUTLINE PERMISSION WD/2015/0136/MAO (PROPOSED DEVELOPMENT OF 40 NO. RESIDENTIAL DWELLINGS COMPRISING 11 NO. 2 BED HOUSES, 20 NO. 3 BED HOUSES AND 9 NO. 4 BED HOUSES TOGETHER WITH ASSOCIATED ACCESS, ROADS, PARKING PROVISION AND OPEN SPACE). Amended Plans to show the applicants minor change to the Layout with updated supporting documents dated 10 July 2017. Applicant: Monson Homes Ltd Agent: Go Planning Ltd</p> <p>Comments and Observations:</p> <p>i. Parking The additional visitor carparking spaces are welcomed by the Parish Council who acknowledge that the total provided for in the plans now exceed ESCC set expectations, although, the DAS indicates that this will total 16 visitor parking spaces but the most recently drawn plans show 15 spaces.</p> <p>However, the growing population and lack of sufficient parking facilities, including those from a previous Town and Country housing development in</p>	

the small village of Herstmonceux, are well known and cause ongoing road safety issues for residents and visitors alike, including parking on the pavements and parking at junctions. The Parish Council are already in regular contact with the Sussex Police Community Policing Team about parking issues around this residential area. The architect advised that further space for visitor parking spaces had been identified and could be included in the Lime Rough plans. Although Wealden Officers reminded all that East Sussex CC requirements had been amply met, **the Parish Council request that the developer provides the further identified parking provisions, in addition to the original 16.**

ii. Commercial vehicles restrictions on the residential development
In conjunction with the above comments, road safety and parking issues in the Herstmonceux Village centre are firmly exacerbated by the North Lodge (Town and Country) restriction on having no commercial vehicles on the development site. In addition, it is foreseen that any restrictions for the new development would direct trade vehicles to park in the nearby slip road. This would restrict movement and access for residents of the houses adjacent to the slip road and, more importantly, for emergency vehicles trying to reach to properties there. **The Parish Council do not wish to see duplication of the North Lodge parking restriction for the 40-house development at Lime Roughts.**

Whilst acknowledging The Developers comments regarding keeping a residential feel to the development, Council argue that certain types of commercial vehicles are an accepted part of family life. National statistics show that the level of self-employment increased between 2008 and 2015: rising from 3.8 million to 4.6 million. Part-time self-employment grew by 88% between 2001 and 2015, full time by 25%. It could be argued that many families, whose income is that of self-employment, would be owners of trade vehicles. **The Parish Council request that no restrictions to trade vehicles parking on the Lime Roughts development are stipulated.**

iii. Car Ports
The change from the provision of garages to Carports is again welcomed by the Parish Council. **The Parish Council support the suggestion voiced at the Protocol meeting by the architect that further garages could be converted to carports. The Parish Council agree that this would provide a consistent approach to parking issues and to the amenities offered to future residents and wish to see all of the remaining garages in the main body of the development to be amended to provide car- ports instead. Although it is recognised that a conversion to garages would fall within PD, Council also kindly request that a restriction on conversion to garages is imposed by The Developer or through Reserved Matters conditions.**

iv. Hedge fronting the development
Council note with approval that The Developer wishes to keep the hedge as it is, as far as is practicably possible, as this provides a natural enclosure for this residential site.

The Parish Council welcomed the outcomes of discussions at the Protocol Meeting on the 12th July at Wealden Offices. We remind Planning and The Developer of agreeing in principle by all present to the suggestions, that:

- v. **No height from the hedge will be lost and no other changes are necessary.**
- vi. **Conditions of sale and purchase of the properties can be introduced to maintain the current height and appearance and;**
- vii. **The developer will consider retaining the hedge as an aspect of the common ground within the development, therefore retaining responsibility for its maintenance ‘in perpetuity and consistently’.**
All agreed to this suggestion in principle.

viii. Lack of provision for elderly

Herstmonceux Parish Council repeat their earlier comments. HPC reminds The Developer and Local Planning Authority that Outline Planning Permission originally proposed development of four in number, one bedroomed apartments. **Council are disappointed that earlier requests for a small number of chalet type properties for the Older Residents to purchase who wish to downsize and continue to reside in the village are not incorporated into this development.**

ix. Street lighting

The Parish Council are thankful for the re-assurance set out in the Outline Planning Consent ecology report and subsequent Wildlife Management Plan, that Street Lighting is to be dictated by a sensitive lighting strategy. **The Parish Council respectfully request that they are consulted at the production of any such detailed plans.**

x. Ancient Woodland

Council re-iterate concerns voiced at the Protocol Meeting that the Ancient Woodland Buffer Zone is reduced in places to 8 metres, rather than the DEFRA advised:

“appropriate buffer zone of semi-natural habitat between the development and the ancient woodland or tree (depending on the size of development, a minimum buffer should be at least 15 metres)”.

Whilst the Parish Council appreciate the standing advice that Natural England and the Forestry Commission’s offers to for planning authorities is non-statutory, it is also clear that this should be taken into account by planning. Therefore, if the Buffer Zone cannot be extended to 15 metres throughout, Council expect detailed mitigation details specifically for the plots where the Buffer Zone falls below the recommended standards.

xi. Confirmation of affordable housing percentage

The Parish Council are thankful for the re-assurance, as set out in the Reserved Matters, that 14 of the units (35%) continue remain affordable and will range from intermediate rent, social rent, affordable rent and shared ownership and that there is no intention to reduce this stock.

Herstmonceux Parish Council seek agreement and confirmation of the affordable housing tenancy type as per Section 106, Schedule 1, point 2.

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	<p>Council also seek a guarantee from The Developer that the provision of affordable housing this will not be reduced.</p> <p>xii. Presented and agreed designs to be unchangeable from approved Reserved Matters</p> <p>Minor changes to housing provision in the amended Reserved Matters includes maintaining 2 storey units and a spoken of a conventional design (tile-hung, brick etc) for all houses on the site. The Parish Council were reassured by Wealden Officers that designs and materials are secure by any Reserved Matters approvals and that new planning laws ensure that there is a formalised approach to significant material amendments.</p> <p>Parish Council are pleased to see that the designs of the houses are in keeping and allow variation yet consistency throughout the development, especially with regard the affordable housing designs. The Parish Council wish to remain consultees should any changes be proposed.</p> <p>xiii. Sewage</p> <p>Council note information shared at the Protocol Meeting that, ‘formerly submitted plans showing a Package Treatment Plant had been submitted in error’, however, most recently amended drawings still refer to the ‘level of sewage treatment plant’. The Parish Council seek confirmation that the serious flaws with this preliminary concept have been recognised and request a guarantee from the Planning Authority that an option to revert to a Package Treatment Plant would not to be permitted at a later stage.</p> <p>The Parish Council are thankful to all consultees who reported in to highlight the grave concerns with regards the negative environmental impact that the Package Treatment Plant would have on localised flooding and Pevensey Levels, designated Ramsar wetland. Herstmonceux Parish Council support the subsequent approach in the amended Reserved Matters and consider the only viable solution, as per Outline Planning Permissions, an agreement under Section 98, encouraging a pumping station and connection of the development to the Windmill Hill Wastewater Treatment Works, pending any necessary upgrading in the form of either additional off-site sewers or improvements to existing service infrastructure.</p> <p>xiv. Foul and surface water drainage - SUDS</p> <p>The Parish Council thank The Developer for their assurances regarding safety in relation to attenuation pond and that the flow rate will be at the same rate and quantity as currently exists.</p> <p>Permissions for the Attenuation Pond to drain into the adjacent stream and detail as to how springs on the site and adjoining land will be managed should still be clarified.</p>	
<p>12. 17.07.130</p>	<p>HERSTMONCEUX PARISH NEIGHBOURHOOD PLAN</p>	

	<p>Herstmonceux Parish Council Approval of HPNP 2017-2027 Submission Plan and supporting documents prior to presentation to WDC for next stage in the process.</p> <p>It was Proposed that Full Council Approve the HPNP 2017-2027 Submission Plan and supporting documents prior to presentation to WDC for next stage in the process. Proposal seconded, all in favour. It was RESOLVED to approve and submit the HPNP 2017-2027 Submission Plan and supporting documents. To be submitted to WDC on the 18th July 2017.</p>	
13. 17.07.131	<p>FORMER WC, HERSTMONCEUX</p> <p>i Update Three firms had been approached. One written quote had been received for the requested feasibility study.</p>	Clerk to 'chase' outstanding quotes and inform WDC of actions
14. 17.07.132	<p>EMERGENCY PLAN</p> <p>i Nominations for Lead Councillor responsibility</p> <p>It was Proposed, seconded and agreed by all that Cllr Graham Lee become the Lead Councillor for the Emergency Plan.</p>	Clerk to liaise with Cllr Lee in near future
15. 17.07.133	<p>VARIATION ON THE LEASE BETWEEN HERSTMONCEUX PARISH COUNCIL AND THE OFFICIAL CUSTODIAN FOR CHARITIES (OF THE PEASE MEMORIAL HALL HERSTMONCEUX)</p> <p>i To receive any amendments to final draft (as presented and recommended at FCL 11.07.17) Amendments agreed by all.</p> <p>ii To Approve and Agree Deed of Surrender of Part and Deed of Variation Final amendments approved. Await postal copy of the document for formal execution.</p>	Action when received.
16. 17.07.134	<p>DEED OF GRANT RELATING TO AN ACCESSWAY FROM HAILSHAM ROAD HERSTMONCEUX LEADING TO HERSTMONCEUX VILLAGE HALL AND HERSTMONCEUX INTEGRATIVE HEALTH CENTRE BETWEEN HERSTMONCEUX PARISH COUNCIL AND JOHN ALEXANDER SIMMONS</p> <p>i To receive any amendments to final draft (as presented and recommended at FCL 11.07.17) Received and acknowledged</p> <p>ii To Approve and Agree Deed of Grant Awaiting news of any comments from Dr Simmons prior to sending final approvals to Invicta Law for postal copy and execution.</p>	Await contact from Integrative Health Surgery
17. 17.07.135	<p>ACTION POINTS AND UPDATES</p> <p>i. Herstmonceux Cricket Club – update only, Licence successfully issued. Information only.</p>	

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	ii. Councillor Vacancy Council Agreed to re-advertise the vacant Councillor position for co-option in the autumn, November.	
18. 17.07.136	COUNTY AND DISTRICT COUNCILLORS REPORTS A report had been received by email to the Clerk on 17.07 from Cllr Bentley.	Clerk to circulate to Cllrs
19. 17.07.137	CORRESPONDENCE – FOR NOTING OR ACTION <ul style="list-style-type: none"> i Contents of circulation envelope – presented at meeting ii Clerks Report 	
20. 17.07.138	ITEMS FOR REFERRAL TO NEXT AGENDA OR APPROPRIATE COMMITTEE Letter received via Cllr Alder Community Facebook Page threads – AME Lime Park – FCL WDALC report – FCL The meeting closed at 9.20pm	

Date of Next Full Council Meeting will be:

Monday 21st August 2017; Herstmonceux Village Hall

