

FLETCHING PARISH COUNCIL

Clerk: Gabriella Paterson-Griggs

E-mail: clerk@fletching-pc.org

Website www.fletching-pc.org



31st May 2023

FLETCHING PARISH COUNCIL MEETING - Monday 5th June 2023

To Members of the Fletching Parish Council: You are summoned to attend a meeting of Fletching Parish Council on Monday 5th June 2023, 7.00pm at Fletching Village Hall.

Signed: *Gabriella Paterson-Griggs*, Clerk and RFO

Public Questions

The first ten minutes, before the start of the meeting, are available for public participation. Members of the public may ask questions or make representations, in respect of the business on the agenda. They may only speak at other points during the meeting, at the Chairman's discretion, if they have knowledge or information that will aid the discussion.

This meeting may be audio recorded for the purpose of minute taking

AGENDA

1. APOLOGIES

Apologies for absence as reported at the meeting.

2. CO-OPTION OF COUNCILLORS

- i. To co-opt to the two vacancies on Fletching Parish Council
- ii. The co-opted councillors to receive the Declaration of Acceptance of Office

3. DECLARATIONS OF INTEREST

To receive Declarations of Interest in respect of items on the agenda, as required by the Members' Code of Conduct.

4. MINUTES

To resolve that the minutes of the meetings held on 17th May 2023 as circulated on the agenda are confirmed as a correct record and signed by the Chairman.

5. MATTERS ARISING

Update on any matters arising from the last meeting not covered elsewhere on the agenda. To note any action taken or further action to be taken.

6. REPORT FROM DISTRICT COUNCILLOR

To receive a report from the District Councillor Christina Coleman.

7. REPORT FROM COUNTY COUNCILLOR

To receive a report from County Councillor Roy Galley

8. WORKING GROUPS / EXTERNAL GROUPS

To receive reports/updates from the Working Groups and External Bodies:

- i. Fletching Recreation Ground Committee – Clerk
- ii. Parking Working Group – Cllrs Constantinou and Abraham
- iii. Police North Wealden Focus Group – Cllr Minch/Clerk
- iv. Summer Road Safety Virtual Briefing – Cllr Constantinou
- v. Neighbourhood Plan Working Group – Cllr Hannay

9. CORRESPONDENCE RECEIVED

To note any correspondence received since the last meeting and agreed any actions arising.

10. FINANCE AND ASSETS

- i. To approve the invoices and payments for June 2023 and note the Council's current financial position and bank reconciliation.
- ii. CIL Income and Expenditure for 2022/23 – to approve the CIL Monitoring Report

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- iii. To approve the arrangements for insurance cover and agree the payment of the premium

11. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR)

- i. To receive the report from the internal auditor, Peter J Frost
- ii. To approve and sign the AGAR Section 1 Annual Governance Statement
- iii. To approve and sign the AGAR Section 2 Accounting Statements

12. POLICIES

To review and approve the policies:

- i. Data Retention Policy
- ii. Freedom of Information Policy
- iii. Freedom of Information Scheme
- iv. Pay Policy
- v. Planning Protocol

13. BURIAL GROUND

- i. To approve the Burial Ground Regulations 2023
- ii. To approve the Burial Ground Risk Register 2023
- iii. To consider quote to reduce yew hedge in the Burial Ground
- iv. To approve any requests or permits for the Burial Ground.
 - a. Application to install a memorial

PLANNING AND LICENSING

14. ENFORCEMENT – PLANNING AND DRAINAGE

To discuss any issues/updates raised related to suspected breaches of planning or other regulations.

- i. Flitteridge Farm, Daleham Lane – update

15. PLANNING APPLICATIONS - RECEIVED

No Planning Applications have been received since the last meeting

16. PLANNING APPLICATIONS - DECISIONS

To note the planning application decisions from Wealden District Council received since the last meeting(s):

Applications Approved

- i. **WD/2022/1776/OH Northall Farm, Fletching TN22 3SA**
Alterations to the low voltage overhead lines with the addition of a LV underground cable (NO OBJECTIONS 16 September 2022)
- ii. **WD/2022/2737/LB Sheffield Park Garden, Sheffield Park TN22 3QX**
Repairs to the superstructure of a concrete footbridge within the Grade 1 listed park and garden of Sheffield Park. (APPROVED 14 December 2022)
- iii. **WD/2022/3135/F Dormers, Sharpsbridge Lane, Piltdown**
New access to highway with old access blocked up. Erection of detached oak framed garage/workshop/store with home office/ancillary accommodation in roof space. Replacement of existing single storey extension with larger two storey extension and additional two storey extension to rear. New roof configuration to create double pile roof with 4 no wall dormers. Removal of chimney. New open sided porch. (APPROVED 31 May 2023)
- iv. **WD/2022/3184/F Chapel Cottage, Shortbridge Road, Piltdown TN22 3XD**
Rear extension to existing annex. (APPROVED 13 February 2023)
- v. **WD/2023/0139/F Sheffield Park Garden, Sheffield Park TN22 3QX**
Creation of a new garden within part of Sheffield Park Garden, the erection of a garden shelter, the installation of decking platforms, new paths and resurfacing of existing path. (APPROVED 22 May 2023)

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- vi. **WD/2023/0753/F & 0754/LB Trading Boundaries, Sheffield Green TN22 3RB**
Extend and refurbish existing timber deck to rear of café. (APPROVED 15 May 2023)
- vii. **WD/2023/0868/F 4 Corner Cottages, High Street, Fletching TN22 3SS**
Demolition of existing outbuilding and erection of replacement outbuilding. (APPROVED 22 May 2023)

Applications Refused – None since the last meeting

Applications Withdrawn

- i. **WD/2022/2754/F 1 & 2 Vigoes Cottages, Sheffield Green, Sheffield Park TN22 3RB**
Proposed new combined access. (WITHDRAWN 26 April 2023)

PROJECTS

17. ITEMS FOR THE PARISH MAGAZINE

To agree any items to be included in future editions of the Parish Magazine

18. AGENDA ITEMS FOR FUTURE MEETINGS

To discuss and note any future agenda items

19. EXCLUSION OF THE PRESS AND PUBLIC

To confirm that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media may be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

20. STAFFING

- i. To consider increasing the Clerk's hours
- ii. To confirm the Clerk's annual increment progression back dated to 1 April 2023

21. TIME AND DATE OF THE NEXT MEETING

To note the time and date of the next meeting of the Parish Council