

Dear Councillor,

You are summonsed to attend the next meeting of the Parish Council to be held on

**Monday, 18th November 2024 at**

**7.30pm at Crowhurst Village Hall, Forewood Lane, Crowhurst.**

Members of the press and public are welcome.

*The meeting will be recorded for minute-taking purposes, and any recording will be deleted after the minutes have been ratified. They are not for public circulation.*

12th November 2024

Maureen Collins

Deputy Clerk to Crowhurst Parish Council

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| **1.**       | **PUBLIC QUESTIONS**   The Council sets aside 10 minutes at the start of each meeting for relevant questions from members of the public.  |
| **2.**       | **APOLOGIES FOR ABSENCE**   To receive and accept any apologies for absence. |
| **3.**     | **DECLARATION OF INTERESTS**:     To receive any declaration by members of personal interests in matters on the agenda,  the nature of the interest and whether the member regards the interest as personal, pecuniary, or prejudicial under the Code of Members Conduct.      |
| **4.** | **REPORT FROM FLOOD WARDEN**To note an update from Flood Warden, Tracy Hoad. |
| **5.** | **COUNCILLOR VACANCY**To discuss the vacancy for a parish councillor following the resignation of Cllr Jill Mitcheson. |
| **6.**     | **MINUTES OF PREVIOUS MEETING:**   To approve and sign the minutes of the Crowhurst Parish Council meeting held on 14th October 2024.     |
|  **7.**   | **MATTERS ARISING NOT COVERED IN THIS AGENDA:**   To note the actions undertaken on the matters arising from previous meetings which are not covered in this agenda (App 1).   |
| **8.**     | **REPRESENTATIONS FROM DISTRICT AND COUNTY COUNCILLORS:**  1. District Councillor Chas Pearce
2. County Councillor Kathryn Field

**Resolve:** To note the district & county councillor reports.    |
| **9.**  | **TOWN & COUNTRY PLANNING**To consider the following new Planning Applications and provide comments to Rother District Council:**i) RR/2024/1684/P – Hye House, Coach House, Royal Oak Lane, Crowhurst***Proposal: Variation of condition including change of materials, number of roof lights, roof pitch etc.***ii) RR/2024/1748/P – Windy Ridge, Swainham Lane, Crowhurst***Proposal: Removal of existing storage building and erection of a new garage/storage building.*  |
| **10.**     | **FINANCIAL MATTERS:**  1. The financial report to 31st October 2024 is attached (App 2), together with a summary report of receipts & payments for the month.
2. The payments report for November 2024 is attached (App 3) for consideration.
3. The bank reconciliation to 31st October 2024 (App 4) is attached for approval together with a copy of the supporting bank statement.
4. To discuss the first draft of the budget.
5. To discuss backdated pay for the Clerk to 1st April 2024 following the recent NALC Pay Agreement.
6. To discuss the overtime claim from both the Clerk & Deputy Clerk following additional hours worked over recent months.

**Resolve:**  1. To note the financial report for October 2024.
2. To approve the payments for November 2024.
3. To agree the Bank Reconciliation to 31st October 2024.
4. To make comments and suggestions on the first draft of the budget.
5. To agree to make a payment to the Clerk for back dated pay.
6. To agree to make an overtime payment to both the Clerk and the Deputy Clerk
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| **11.**   | **RECREATION GROUND:**  1. To receive an update from Councillors on their monthly playground/defibrillator inspection and other matters relating to the playground.
2. To consider the Annual Playground Inspection report.
3. To discuss the recent progress of the handyman.
4. To discuss the procedure for removing the campervan from the car park.
5. To discuss the purchase of planings to repair the surface of the car park.

**Resolve:**  1. To note any comments from the Recreation Ground inspection.
2. To note any action required following receipt of the Annual Playground Inspection report.
3. To note the progress made by the handyman.
4. To note the decision to remove the campervan from the car park.
5. To note the decision to purchase planings to repair the surface of the car park.
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| **12.** | **CROWHURST COMMUNITY MUGA**  1. To discuss the installation of CCTV at the MUGA.
2. To discuss the creation of a French drain around the perimeter and a soft net to protect the fencing from damage by leather footballs.
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| **13.**   | **NEIGHBOURHOOD PLAN REVIEW**   To update on any news from the NP Review Group.  |
| **14.**   | **CROWHURST ENVIRONMENT GROUP GRANT APPLICATION**   To consider the grant request for £893.10 from the Crowhurst Environment Group for (retrospective) approval following absences at the last meeting.   |
| **15.**  | **GROUNDS MAINTENANCE CONTRACT** To discuss the grounds maintenance contract which has been put out to tender and to note the confirmation of the urban and rural grass cutting options with ESCC for 2025/2026.  |
| **16.** | **CINDERBROOK FOOTPATH DIVERSION**To receive an update on the proposed footpath diversion. |
| **17.**   |   **PAVILION / REC REFURBISHMENT PROJECT**  To receive comments and suggestions on the draft Crowhurst Recreation Ground survey. |
| **18.**  | **SUNDAY SOCIAL UPDATE**  To receive an update following the first of this year’s Sunday Social sessions. |
| **19.**  | **NETWORK RAIL WORKS IN STATION ROAD**To note the works that have been undertaken by Network Rail in Station Road.  |
| **20.** | **HERITAGE AND NATURAL ASSET REGISTER**To discuss the TPO for the 1066 Yew tree. |
| **21.** | **COUNCILLOR UPDATES ON EXTERNAL BODIES (IF ANY)**  **Resolve:**  To note the updates and agree any associated actions.    |
| **22.**     | **CLERK’S REPORT & INFORMATION FOR COUNCILLORS:**   To consider any updates from the clerk including correspondence, and future agenda items.    |
| **23.**     | **DATE OF NEXT MEETING:**  To note that the next meeting of the Council will be held on **Monday 16th December 2024 at 7.30pm.**   |