

Crowhurst

PARISH COUNCIL



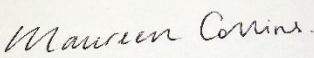
Dear Councillor,

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

**Monday, 21st September 2026 at
7.05pm at Crowhurst Village Hall, Forewood Lane, Crowhurst.**

Members of the press and public are welcome.

15th September 2026



Maureen Collins
Clerk and RFO to Crowhurst Parish Council

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.	MINUTES OF PREVIOUS MEETING: To approve and sign the minutes of the ordinary meeting of Crowhurst Parish Council held on 20 th July 2026.
5.	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 (Appendix 1).
6.	REPRESENTATIONS FROM DISTRICT AND COUNTY COUNCILLORS: i. District Councillor Nicola McLaren ii. County Councillor Kathryn Field Resolve: To note the district & county councillor reports.
7.	TOWN AND COUNTRY PLANNING 1.To consider the following planning applications and provide comments to Rother District Council: 2. Planning Applications considered during the summer recess – comments already submitted to Rother District Council. The following applications were reviewed by councillors during the summer break due to the consultation deadlines. The Clerk submitted the agreed comments to Rother District Council i)RR/2026/0850/FULL Hill Croft Farm, Royal Oak Lane, TN33 9BY <i>Proposal: Replacement of existing livestock barn with a livestock barn.</i> ii)RR/2026/0673/HOU Shirleys, Sandrock Hill, Crowhurst, TN33 9AT

	<i>Proposal: Proposed conversion of existing attached garage into kitchen, reconfiguration of the ground floor and alterations to the fenestration. Proposed roof conversion with side dormer to provide 2 No bedrooms and a shower room. Proposed new permeable parking with 2 No cars.</i>
8.	FINANCIAL MATTERS: i. The financial reports to 31st July and 31st August 2026 are attached (App 2), together with the summary reports of receipts & payments for the months of July and August. ii. Payments reports for August 2026 and September 2026 are attached (App 3) for consideration. iii. The bank reconciliations to 31st July and 31st August 2026 (App 4) are attached for approval together with a copy of the supporting bank statements for August. iv. To consider commissioning an internal audit for the 2026/2027 financial year, and to agree that the Clerk is authorised to liaise with the internal auditor to arrange the visit and provide all necessary documentation. v. To approve retrospectively the payment of £53.29 for stationery for the Clerk's office, including a pack of two printer cartridges. vi. To approve an additional payment to the clerk for back pay of £128.96 following the amendment of local government pay scales and to note the new pay rate for the month of August of £19.47 per hour. vii. To authorise the Clerk to set up a direct debit to pay the monthly grounds maintenance fee to John O'Conner. iii. To note the price increase imposed by JM Waste with effect from 1 August 2026, being an increase of £1.95 per 660-litre container emptied. ix. To approve the purchase of a hard drive for backing up data on the Clerk's PC laptop at a cost of £109.00, and to approve the purchase of a mobile phone for Parish Council use. x. To consider and approve the cancellation of BT Cloud Works, which no longer meets the Parish Council's needs. xi. To note receipt of a Precept payment of £18,656.74 on the 28th of August 2026. xii. To resolve to allow Edge IT to remove historical data in line with our data retention policy. Resolve: i. To note the financial reports for July and August 2026. ii. To approve the payments for September 2026. iii. To agree the Bank Reconciliations to 31st July and 31st August 2026. iv. To note the decision made. v. To approve the payment for stationery for the Clerk's Office. vi. To agree to the additional payment to the clerk for back dated pay and to note the new rate. vii. To note the decision made. iii. That the Council notes the price increase imposed by JM Waste from 1 August 2026. ix. That the purchase of a hard drive for backing up data on the Clerk's PC laptop at a cost of £109.00, and the purchase of a mobile phone for Parish Council use, be approved. x. To note the decision made. xi. To note receipt of the Precept payment. xii. That Edge IT be authorised to remove historical data in line with the Parish Council's Data Retention Policy.
9.	RECREATION GROUND: i. To receive an update from councillors on their monthly playground/defibrillator inspection and other matters relating to the playground. ii. To retrospectively approve engaging the Playground Inspection Company to undertake the 2026 annual inspection at a cost of £190 plus VAT. iii. To note that Crowhurst Football Club's adult second team has folded and that the Club will not require use of the Recreation Ground for the 2026/27 season, with an expectation to raise a team for the 2027/28 season.

	iv. To consider the request from the Crowhurst Environment Group and the Hedge Laying Society to lay a hedge on the Recreation Ground, and to agree any necessary actions. v. To note that a Rec Users meeting will take place on Monday 26th October at 6.30pm in the Village Hall. vi. To discuss the annual clearing of the gully running alongside the Recreation Ground. Resolve: i. To note any comments from the Recreation Ground inspection. ii. To note the decision made regarding the annual playground inspection. iii. That the Council notes the update regarding Crowhurst Football Club's use of the Recreation Ground for the 2026/27 season. iv. That the Council considers the request to lay a hedge and agrees any actions as discussed. v. To note the date and arrangements for the Rec Users meeting. vi. To note the decision regarding the clearing of the gully.
10.	PAVILION REFURBISHMENT PROJECT To receive an update on the proposed refurbishment project following a meeting held on the 15th September 2026.
11.	GRANT REQUEST To discuss the grant request from the Crowhurst Environment Group (App.5).
12.	CROWHURST STATION MURAL To consider awarding a Section 137 grant of £500 to the Southeast Communities Rail Partnership towards the Crowhurst Station mural project, the council being satisfied that the expenditure is in the interests of the area, brings direct benefit to residents, and that no other statutory power applies. To consider a proposal for the Parish Council to fund the production of a pictorial booklet celebrating and commemorating the Crowhurst Station Mural. The booklet produced in partnership with the Southeast Communities Rail Partnership (SCRCP). As SCRCP is unable to sell items, the Parish Council would manage any sales locally on a non-profit basis, with income used solely to recoup production costs. Two production options have been costed: • Option A – Larger format ○ 21 × 21 cm booklet ○ 44 pages, wire-bound ○ £344.50 for 50 copies ○ Unit cost: £6.89 per copy • Option B – Smaller format ○ 14.8 × 14.8 cm booklet ○ 44 pages, wire-bound ○ £316.00 for 50 copies ○ Unit cost: £6.32 per copy Members are asked to consider: • Whether to approve funding for the booklet under Section 137 of the Local Government Act 1972, the Council being satisfied that the project is in the interests of the area and that the benefit is commensurate with the cost • Which booklet option to proceed with (Option A or Option B)
13.	REGISTER OF INTEREST FORMS To receive an update on the publication of councillors' Register of Interest forms. The majority of forms have now been amended on the Parish Council website, with one outstanding. This work has been undertaken to comply with new regulations regarding the publication of councillors' addresses. To consider whether councillor signatures on these forms should be redacted to protect councillors from potential fraud, and to agree any necessary actions.
14.	COUNCILLOR UPDATES ON EXTERNAL BODIES (IF ANY)

	Resolve: To note the updates and agree any associated actions.
15.	CLERK'S REPORT & INFORMATION FOR COUNCILLORS: To consider any updates from the clerk including correspondence, information for councillors and future agenda items.
16.	ANY OTHER BUSINESS To note any other items of business not discussed elsewhere.
17.	DATE OF NEXT MEETING: To note that the next meeting of the Parish Council will take place on 19th October 2026, at 7.05pm in the Village Hall.