



Burwash Parish Council

Full Council Meeting 11th February 2025

Burwash Parish Councillors are hereby summoned to attend a meeting of the Full Council of Burwash Parish Council to be held on Tuesday 11th February 2025 at **7.00pm** at the Parish Rooms, Burwash.

Emma Neil

5th February 2025

Emma Neil – Clerk & RFO

Tel: 07375 809 660 Email: parishclerk@burwashpc.org.uk

Address: Burwash Parish Council, Parish Office, High Street, Burwash TN19 7EU

A G E N D A for 11th February 2025

For Information Only: Members of the Public and Press are welcome and encouraged to attend. There is no need to book to attend the meeting, everyone is welcome. There is 15 minutes allocated to public time at the beginning of the meeting where anyone can speak. Once the meeting has started, members of the public cannot speak, unless the meeting is paused by the Chair.

If you have a question for Councillors, please contact the Clerk to submit the question. Only items on the agenda below will form the basis of discussion and advice. Anything received post the agenda being published will be included on the next agenda for discussion. To contact the Clerk about a question please email parishclerk@burwashpc.org.uk.

Please note that this meeting will be audio recorded to assist with accurate minute taking.

1. Public Time.

2. Apologies for Absence.

3. Disclosures of Interest.

To receive any disclosures by Members of personal interests in matters on the agenda, the nature of any such interest and whether the Member regards the interest as a disclosable pecuniary interest under the terms of the Code of Conduct.

4. Reports from District & County Councillors.

Cllr. Eleanor Kirby-Green and Cllr. John Barnes to verbally update Council on items of change or importance.

5. Accuracy of the minutes of the previous meeting.

5.1 Councillors to receive and **RESOLVE** to adopt the minutes of the meetings held on 10-12-24 & 14-01-25 as an accurate record of the meeting.

5.2 Councillors **RESOLVE** to discuss and agree on the minuting of Public Time.

6. Finance & Administration Committee.

6.1 Full Council **RESOLVE** to adopt the following documents:

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- 6.1.1 Bank statements for January 2025.
- 6.1.2 Income & expenditure statement for January 2025.
- 6.1.3 Bank reconciliations for January 2025.
- 6.1.4 Statutory balance sheet.
- 6.1.5 Payments schedule for January 2025.
- 6.1.6 Grant request from St Bartholomews for £1,500 to help with general maintenance.

6.2 Full Council to discuss and note the CIL payment update from the Clerk.

7. Planning Committee.

7.1 Members of the Planning Committee **RESOLVE** to consider the following planning applications and any applications that are validated between publishing the agenda and the meeting:

- a. RR/2024/2279/P: Patience View Etchingham road Burwash Retrospective change of use from agricultural to mix use agricultural and residential for 1 mobile home and 3 touring caravans for Traveller occupation.

[To view the application please click here.](#)

- b. RR/2025/67/P: 3 Oakdown Court, Swing Gate Hill, Burwash Erection of conservatory on North elevation.

[To view the application please click here.](#)

- c. RR/2025/71/L: Green Farm Heathfield Road Burwash Repairs to hanging tiles and associated works including replacement of some machine-made tiles, provision of sheeps wool insulation and a new breather membrane and including retrospective consent for same works to area of hanging tiles on rear elevation.

[To view the application please click here.](#)

- d. RR/2024/2269/P: Ashlands Cottage, High Street, Burwash Demolition of existing shed and erection of garage/garden machinery store.

[To view the application please click here.](#)

7.2 Full Council **RESOLVE** to note and discuss the template letter sent by Khift Ltd regarding Swan Inn, High Street.

7.3 Full Council to discuss and agree to **RESOLVE** the housing/site allocation in the proposed Rother local plan and revision of the Neighbourhood Plan.

7.4 Full Council to discuss and agree to **RESOLVE** points moving forward on Burnt House Vineyard regarding potential legal action on enforcement.

8. HR Committee.

8.1. Cllr. Franklin to verbally update Councillors on the work of the Clerk.

9. Community & Events Working Party.

9.1 Members of the Community & Events Working Party **RESOLVE** to agree that the minutes of the meeting held on 06-02-25 were an accurate record of the meeting.

9.2 Full Council **RESOLVE** to agree the minutes as above as an accurate record of the meeting.

10. Environment & Maintenance Working Party.

10.1 Councillors to note the **RESOLUTION** at the last Full Council to combine this working party with Traffic & Transport due to there being not forthcoming Chair.

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11. Traffic & Transport Working Party.

11.1 Councillors to note that the next meeting is scheduled for 04-03-25.

12. Community Hub Alternatives Working Party.

12.1 Members of the Community Hub Alternatives working party **RESOLVE** to agree that the minutes of the site visit & meeting held on 23-01-25 are an accurate record of the meeting.

12.2 Full Council **RESOLVE** to adopt the minutes as above as an accurate record of the meeting.

13. Village Hall.

13.1 Full Council **RESOLVE** to discuss & agree to the parish handyman, Mark Pursey to be held on a retainer as caretaker of the village hall for 2 hours per week. Other hours completed to be invoiced to the village hall as directed by the Clerk.

13.2 Update on Management Committee status.

14. Devolution.

14.1 Full Council to discuss and **RESOLVE** to agree the sites / green spaces and services that the Parish Council would like to see devolved to them and agree initial actions.

15. Domain Names.gov.uk.

14.1 Full Council **RESOLVE** to agree to the domain name and email address change to .gov.uk in line with best practice advised by NALC.

16. Clerk's Update & Correspondence.

15.1 Clerk to provide an update on delegated items as well as recent relevant correspondence to the Clerk. To include:

- i. Black cat traffic radar device. Cost confirmation. £2,900.00
- ii. War memorial repairs.
- iii. Resident complaint re Dudwell View.
- iv. Resident emails to the Chair regarding public time & the minutes.

17. Items for noting or including on the future agenda.

18. Date of next meeting.

Tuesday 11th March 2025 – 7pm – Burwash Parish Rooms.

ENDS