

**I hereby give notice that you are required to attend the  
MEETING OF BECKLEY PARISH COUNCIL on 12 DECEMBER 2023 at 7.30pm  
in the Village Centre to resolve the matters shown in the agenda below**

Dated this day 6 December 2023

*M. E. Philo* Clerk and RFO.

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## AGENDA

- 1) **Public Questions** – 10 minutes. Allow questions (**maximum 2 minutes per person**) from members of the public following which they may leave the meeting if they wish, but must remain silent if they stay. A further period of public question time is allowed at the end of the meeting. Names of those speaking may be recorded and reported in the minutes.
- 2) **Apologies for absence.**
- 3) **Declarations of interest** whether personal or personal/pecuniary in accordance with the current Code of Conduct regarding matters on the agenda.
- 4) **Adjournment of meeting for reports from County and District Councillors**  
(Parish Councillors to report under the specific item)
- 5) **Reconvening the meeting.**
- 6) **To consider and approve the signing by the Chairman of the minutes of the meeting of 14 November 2023.**
- 7) **Planning**
  - i. **Applications to consider**
    - a. [RR/2023/2317/P](#) The Old Vineyard, Whitebread Lane: Erection of two detached houses with garages served by new vehicular access and relocation of field entrance.
    - b. [RR/2023/2389/P](#) Old Teachers House, Main Street: single storey extension to replace existing conservatory, double garage and associated hard standing.
    - c. [RR/2023/2450/P](#) Rogers Wood Farm, Whitebread Lane: Proposed side elevation with accommodation within roof space, including dormer windows and internal and external works
    - d. [RR/2023/2332/P](#) Ilex Cottage, Main Street: Proposed erection of a self contained log cabin style annexe
  - ii. **Planning Permissions Granted**
    - a) RR/2023/2036/P King's Bank Oast, Kings Bank Lane: Proposed two storey extension. Approved conditionally.
    - b) RR/2023/1944/P Eastlands Cottage: Variation of condition 3 on RR/2023/845/P to allow accommodation to be occupied by friends as well as family. Approved conditionally.
    - c) RR/2023/1691/P Little Heron House, Hobbs Lane: Demolition of disused stable block and replacement with an ancillary building to provide a plant room and guest accommodation. Change of use of land to domestic curtilage and associated works. Approved conditionally.

- d) RR/2022/2763/P Church Farm Bungalow, Main Street: Retrospective application for the erection of a wooden cabin to be used as ancillary living accommodation. Approved conditionally.

**iii. Planning Applications Refused**

RR/2023/425/P Goldspur, Clayhill: Creation of a new vehicular access at the front of the property, directly onto B216J/Clayhill.

**iv. Enforcements**

- a. ENF/144/22 BEC Church Farm Bungalow, Main Street – No further action as planning permission granted.

**ii. For notification only (no comment to be made) – None**

**8) Finances**

- i. Monthly balance and sign off
- ii. Payroll Provider

**To agree to contract one of the below providers for payroll services:**

Maiden Accountancy services - £10 per month plus vat

TP Jones Accountants - £18 per month plus vat

- iii. Budget for 2023-2024

Second Draft. A decision on the final budget will be taken on the 9<sup>th</sup> January 2024.

**9) Jubilee Fields, Frog Field, Play Area and MUGA Repairs and Improvements**

- i. Report on regular checks.

- ii. Wildflower Meadow.

John O’Conner has been contracted to cut and clear the meadow.

- iii. Jubilee Field – gap in hedge.

- iv. Ditch Clearance to resolve flooding

Clearing is underway and initial clearing working well

- v. Frog Field

Frog field Information Board: the printer ready design has been sent to the board manufacturer.

- vi. Shelter Repair

- vii. Junior and Toddler Climbing Frame

**To agree to resolve the issue with the fireman’s poles by removing it and put a barrier across the opening. Cost £ 3,410.62** without security fencing loops and ground survey.

- viii. Grass Cutting Contract for Jubilee Fields

To agree to contract one of the below:

Price per cut	Contractor A	Contractor B	Contractor C
<b>Jubilee Field</b>			
Grass No wildflower	£240	£200	£76.39
(Wildflower Meadow)	£240		£325.50
Hedges			
(Main/Kings/Frog )	£450		£358.05
<b>Frog Field Path</b>	£25	£50	£16.27
<b>Tennis Court</b>	£150	£50	£48.83

### **Buddens Green**

Grass (box collect)	£45 (£90)	£50	£16.27
Hedge (green & path)	£150		£65.10
(All hedges)		£1,165	
Total 14 cuts/hedges x 2/ Tennis x 2/ frog path x 2 / no wild flower	<b>£6,145</b>	<b>£6,280</b>	<b>£3,006.15</b>

Payment schedule twice Monthly Monthly  
nb. All contractors are scheduling every two weeks to cut grass. Contractor C will charge even if they do not mow.

ix. Any other issues or comments to report.

### 10) **Land at Budden Green**

- i. Councillors had a discussion session about Community Land Trusts
- ii. To agree to contract one of the following to clear the field allocated for affordable housing (arising will not be removed):

Contractor A £4,800 plus vat (cut down brambles and self-sown saplings to clear field behind houses)

Contractor B £650 plus vat

Contractor C £2025 plus vat (mulch down brambles and saplings within the field and leave all arisings in situ)

### 11) **Bus shelters and Defibrillators**

- i. Four Oaks/Main Street Bus Shelter has been repaired.
- ii. Any other issues or comments to reports.

12) **Fingerpost Maintenance** – Opposite King's Bank Lane: awaiting the fingerpost return

### 13) **Urban Verge Grass Cuts**

Highways will provide two cuts for free on a safety basis. **To agree the contract East Sussex Highways to carry out up to four additional cuts £497 plus vat.** Previous year £391 plus vat.

### 14) **Civility and Respect Pledge**

**To agree a Dignity at Work Policy (draft policy)**

**To pass a resolution to sign up to the civility and respect pledge**

Statement

- a) Our council has agreed that it will treat all councillors, clerk and all employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role.
- b) Our council has put in place a training programme for councillors and staff.
- c) Our council has signed up to Code of Conduct for councillors.
- d) Our council has good governance arrangements in place including, staff contracts, and a dignity at work policy.
- e) Our council will commit to seeking professional help in the early stages should civility and respect issues arise.
- f) Our council will commit to calling out bullying and harassment when if and when it happens.

- g) Our council will continue to learn from best practice in the sector and aspire to being a role model/champion council e.g., via the Local Council Award Scheme.
  - h) Our council supports the continued lobbying for the change in legislation to support the Civility and Respect Pledge, including sanctions for elected members where appropriate.
- nb. the council already has an appropriate equality and diversity policy in place.

15) **Publication Scheme**

To confirm agreement to update the publication scheme to the most recent version (copy circulated)

16) **Accounts** for approval.

£ 738.84	Clerk's Salary including paye
£ 12.60	Beckley Village Hall Trust – November Meeting Room Hire
£ 37.20	Idea PC – Set of inks

17) **Information for Councillors (other information not covered in the items above)**

- i. Rother Annual Parish Meeting 5<sup>th</sup> December 2pm to 4pm Brede Village Hall. Report

18) **Matters for consideration as an agenda item for the next meeting.**

- i. Clerk's email cannot be removed from the website alone as it is attached to org.uk. All emails would have to be moved to 365

19) **Public questions** - not to exceed 10 minutes.

20) **Date of next meeting – 9 January 2024 commencing 7.30pm.**

21) **Pursuant to section 102 of the public bodies (admission to meeting) Act 1960, to agree, because of the confidential nature of business transacted, the Public and Press leave the meeting during the Clerk's Appraisal that has taken place, decision on probation and terms of employment.**

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