

RODMELL PARISH COUNCIL

Dear Councillors, you are summoned to attend a meeting of **RODMELL PARISH COUNCIL** to be held on **Tuesday 19th May 2026, 7.00pm** Rodmell Village Hall. *Corina Thwaites*, Rodmell Parish Clerk, Wednesday 13th May 2026.

To RECEIVE questions from the Public:

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

AGENDA

- 1. ELECTION OF THE CHAIR:**
 - 1.1 To elect the Chair for Rodmell Parish Council for the forthcoming year.
 - 1.2 The Chair to sign the Declaration of Office form.
- 2. ELECTION OF THE VICE-CHAIR.**
- 3. APOLOGIES FOR ABSENCE:** To receive and accept apologies for absence.
- 4. DECLARATIONS OF ANY INTERESTS AND TO CONSIDER ANY REQUESTS FOR A DISPENSATION WITH RESPECT TO ITEMS ON THE AGENDA,** as required by the Members Code of Conduct.
- 5. MINUTES OF THE PREVIOUS MEETING:** To RESOLVE that the minutes of the ordinary meeting of Rodmell Parish Council held on 24th March 2026 are a correct record and are signed by the Chair.
- 6. COMMITTEES AND WORKING GROUPS:**
 - 6.1 To AGREE any committees or working groups, to appoint members and to AGREE the arrangements for reporting back.
 - 6.2 To AGREE any individual areas of responsibility.
- 7. APPOINTMENTS TO OUTSIDE BODIES:**
 - 7.1 To CONFIRM any councillor appointments to outside bodies.
- 8. TO CONFIRM THE ELIGIBILITY OF THE COUNCIL WITH REGARDS TO MEETING THE CRITERIA FOR THE EXERCISE OF THE GENERAL POWER OF COMPETENCE.**
- 9. REVIEW AND ADOPTION OF ORDERS, REGULATIONS AND POLICIES:**
 - 9.1 Standing Orders
 - 9.2 Financial Regulations
 - 9.3 Members Code of Conduct
 - 9.4 Social Media Policy
- 10. INSURANCE COVER:**
 - 10.1 To RESOLVE to renew the insurance cover by 01 June 2026 and to pay the annual premium.
- 11. FINANCE AND ADMIN:**
 - 11.1 To RESOLVE to pay subscriptions, regular payments, and direct debits to other bodies.
 - 11.2 To AGREE banking arrangements for the year and to agree any changes to nominated signatories.
 - 11.3 To RATIFY April & May payments and to RECEIVE the bank reconciliation.
 - 11.4 To RECEIVE the year end income/expenditure vs budget at 31 March 2026.
 - 11.5 To AGREE the Risk Assessment for 2026 – 2027.
 - 11.6 To REVIEW the Asset Register and asset values.
 - 11.7 To RECEIVE an update on allotment payments received – Cllr Barnell.
 - 11.8 To AGREE to pay the Clerk for the additional hours worked and unused leave from 2025-6.
 - 11.9 To AGREE the Clerk's request for leave.
- 12. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR):**
 - 12.1 To SIGN the Certificate of Exemption.
 - 12.2 To RECEIVE the results of the Internal Audit and to confirm arrangements for the 2026-7 internal audit.
 - 12.3 The Clerk and Chair to SIGN the Annual Internal Audit form for 2025-6.
 - 12.4 The Clerk and Chair to SIGN the AGAR Form 2 2025-6.
- 13. REPORT(S):** Any written reports to be taken as read.
 - 13.1 To RECEIVE reports from Parish Cllrs, Local and District Councillors and the MP for Lewes.
- 14. CORRESPONDENCE RECEIVED:** To RECEIVE correspondence and AGREE any actions:
 - 14.1 Response from Alzheimer's Society -C.Toal.
 - 14.2 Letter for Parish Councillors – Cycle Lewes.

- 14.3 National Emergency Briefing – N Myers.
- 14.4 Wilder Ouse Catchment Conference – Sussex Wildlife Trust.
- 14.5 2026 Apprenticeship Roadshows -ESCC.
- 14.6 SI/445 Land Known as Iford Farm – ESCC.
- 14.7 BBC Casting Call – ESALC.
- 14.8 Speedwatch – S O’Connell.
- 14.9 Payroll Services Fee Adjustment – Team4 Bookkeeping.
- 14.10 Litter Bin Audit – N Jones.
- 14.11 PTSN Landline switch off guide – Phonely.

15. MATTERS ARISING:

- 15.1 To RECEIVE an update on the site/location/installation of the Northease noticeboard – Cllr Hickey.
- 15.2 To RECEIVE further plans for a unified Rodmell website – Cllr Rathbone.
- 15.3 To RECEIVE a proposal from Cllr Clerk-Smart to RESOLVE to plant fruit trees in several locations in the village.

16. GRASS CUTTING:

- 16.1 To RECEIVE an update on grass cutting undertaken to-date and to agree any further grounds maintenance required outside of the regular schedules.

17. HIGHWAYS:

- 17.1 To RECEIVE an update on the repairs requested to the Vehicle Activated Speed Signs.

18. PLANNING APPLICATIONS: To AGREE or RATIFY comments for any applications received:

- 18.1 **SDNP/26/01330/HOUS** – 2 Barley Fields Cottages, The Street, Rodmell, East Sussex, BN7 3HQ. **Proposal:** Application to renew previously granted planning permission SDNP/23/02647/HOUS with absolutely no changes. (comments by 12 May – extension requested from SDNP)
- 18.2 **SDNP/26/01928/LIS Location:** Northease Lodge , Newhaven Road, Northease, East Sussex, BN7 3EY
Proposal: Internal alterations including relocation of doors and openings, relocation of ground floor WC and creation of new ensuite and dressing area to first floor. Complete rewiring of property and installation of fire alarms. Installation of over floor heating throughout ground floor. Replacement of gates to north and south sides of garden (comments by 21 May)

19. PROJECTS:

19.1 Village Map:

- 19.1.1 To RECEIVE an update on the installation of the map – Cllr Bentley.

19.2 Pavilion and Playing Fields:

- 19.2.1 To RECEIVE an update on the change to the padlock and the donation requested from the Cricket Club – Cllr Teye.
- 19.2.2 To RECEIVE an update on the informal meeting held with Rodmell Cricket Club regarding their terms of use – Cllr Rathbone and Teye.
- 19.2.3 To DISCUSS the proposed Playing Fields and Pavilion Usage Policy and RESOLVE to adopt.

19.3 Playground:

- 19.3.1 To RECEIVE an update on donations and funds raised to-date.
- 19.3.2 To RECEIVE an update on the application for CIL funding to SDNPA and LDC.
- 19.3.3 To RECEIVE an update on the Do I Need Planning Permission enquiry.
- 19.3.4 To RECEIVE an update on the VEOLIA application.
- 19.3.5 To RECEIVE an update on the playground boundaries and agree any actions required – Cllrs Hickey & Clerk-Smart.
- 19.3.6 To RECEIVE an update on the next steps.
- 19.3.7 To DISCUSS how the project implementation and project management.

19.4 Bus Shelter Repairs:

- 19.4.1 To RECEIVE details of repairs needed to the bus shelters.

19.5 Benches:

- 19.5.1 To RECEIVE an update on the replacement bench by the noticeboard – Cllr Barnell.

20. TO PROPOSE AGENDA ITEMS FOR THE NEXT ORDINARY MEETING OF RODMELL PARISH COUNCIL.

21. TO RECEIVE THE TIME AND DATE OF THE NEXT MEETING OF RODMELL PARISH COUNCIL.

22. TO CLOSE THE MEETING.