



Working for the Community in Rotherfield, Mark Cross, Eridge Green, Boarshead and surrounding areas

NOTICE AND AGENDA OF THE ANNUAL MEETING OF THE PARISH COUNCIL, INCORPORATING THE MAY MONTHLY MEETING, TO BE HELD ON THURSDAY 28TH MAY 2026 AT 19:30 IN THE UPPER HALL AT ROTHERFIELD COMMUNITY HUB (MEMORIAL INSTITUTE)

Members of the public and press are welcome to attend. At the start of the meeting, the public are invited to identify to the Chairman any Agenda item they would like to express a view on for a maximum of two minutes in total. The Public Forum at the end of the meeting will give an opportunity for the public to make statements or ask questions about matters not on the Agenda. When published, the minutes of this meeting can be viewed online at www.rotherfieldparishcouncil.co.uk.

1. TO ELECT CHAIR AND VICE CHAIR AND SIGNING OF THEIR DECLARATIONS OF OFFICE.
2. INTRODUCTION OF COUNCILLORS & OFFICERS.
3. TO RECEIVE THE FOLLOWING: -
 - a) Public forum.
 - b) Apologies for absence (LGA 1972 s 85).
 - c) Declarations of personal, prejudicial, and disclosable pecuniary interests on items on the agenda, and updates to members' register of interests.
 - d) District and County Councillor reports.
 - e) Minutes of the Parish Council meeting held on 30th April 2026 for approval as a true record.
 - f) Updates regarding matters arising & action items from previous meetings.

4. TO RECEIVE AND APPROVE BANK RECONCILIATIONS AS AT END OF APRIL 2024, REVIEW EXPENDITURES AGAINST THE BUDGET TO DATE AND APPROVE PAYMENTS/ACTIONS

- i. Budget report and actions arising.
- ii. Approval of payments.
- iii. Note spending and justification of any payments agreed under delegated powers.

5. ELECTIONS AND APPOINTMENTS

- i. **To elect Chair & Vice Chairs of Committees, elect Portfolio Holders, appoint Committee members, and arrange a review of the terms of reference of the following Committees and working groups.**

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| • Planning and Environment Committee | • Councillors with responsibility for Personnel. |
| • Highways, Recreation & Cemeteries Committee (Co-Chairs). | • Finance and General Purposes Committee |
| • Community & Events Committee. | • Rotherfield Surgery Working Party |
| • Rotherfield Memorial Institute Management Committee | • Mark Cross Community Centre Management Committee – Chair & Vice-Chair. |

- ii. **To appoint Council Representatives to the following organisations.**

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| • Rotherfield Village Hall - | • Wealden District Association of Local Councils |
| • East Sussex Association of Local Councils- | • Rotherfield Millennium Green - |
| • Rotherfield Twinning Liaison | • Rotherfield Sports Club - |
| • Uckfield Railway Line Parishes Group - | • Mark Cross Primary School |

Clerk: Adam J Hardy, 3 Trinity Mews, Mill Crescent, Crowborough, East Sussex TN6 2QU
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Parish Council Website: 01892 358240 www.rotherfieldparishcouncil.gov.uk and on Facebook

- Rotherfield Scout Group -
- Rotherfield Primary School -
- The Parish of Rotherfield with Mark Cross.
- REACT -
- Footpath Commissioner/s
- Smith and Fermor Charity -
- Working Group Against Overdevelopment in Wealden
- Rotherfield Pre-School
- Pennies Pre-School -
- Wealdlink -
- Rotherfield Protection Group Liaison -
- Gatwick Airport and aircraft issues
- Sussex Police Liaison -
- Tree Wardens

6. RECEIVE REPORTS, UPDATES & RECOMMENDATIONS REGARDING PERSONNEL

7. TO CONSIDER AND MAKE RECOMMENDATIONS ON THE FOLLOWING PLANNING APPLICATIONS

a) WD/2026/0809/F - OLD TILES, CATTS HILL, MARK CROSS, TN6 3NH

Addition of bespoke orangery garden room to rear elevation.

<https://planning.wealden.gov.uk/Planning/Display/WD/2026/0809/F>

b) WD/2026/0932/FR - The Kings Arms, High Street, Rotherfield, TN6 3LJ

Retrospective application for the construction of a feature well in the garden area of the public house with no underground excavations.

<https://planning.wealden.gov.uk/Planning/Display/WD/2026/0932/FR>

8. TO CONSIDER INFORMATION AND MAKE DECISIONS ON ACTIONS AND EXPENDITURE AS REQUIRED, REGARDING THE FOLLOWING ITEMS

- i. Resolution granting all Councillors serving on Rotherfield Parish Council dispensation to speak and vote on the Council's budget and setting of the precept for the remaining term of this Council.
- ii. Receive and adopt the new Rotherfield Parish Council Social Media Policy.
- iii. Receive and adopt the new Rotherfield Parish Council IT Policy.
- iv. Receive and adopt the new Rotherfield Parish Council Equality, Diversity & Inclusion Policy.
- v. Review and adopt the updated Rotherfield Parish Council Website Accessibility Policy.
- vi. Discuss and consider the Council's response on the Government proposals to move parts of East Sussex into Brighton & Hove.
- vii. Consider a sponsorship request from Rotherfield PTCA for their Colour Run and Summer Fair.
- viii. Consider quotation for the building of a planter to recognising the twinning of Rotherfield Parish with the town of Saint-Chéron.
- ix. Discuss the possibility for purchasing a potential development site in Rotherfield Village Centre.

8. RECEIVE UPDATE ON THE ROTHERFIELD MEMORIAL INSTITUTE.

9. RECEIVE UPDATE ON THE MARK CROSS COMMUNITY CENTRE.

10. RECEIVE UPDATE ON THE ROTHERFIELD SURGERY BUILDING.

11. RECEIVE UPDATE ON THE ROTHERFIELD PRE-SCHOOL BUILDING

12. RECEIVE AND ADOPT COMMITTEE MEETINGS MINUTES & MATTERS ARISING.

13. TO RECEIVE OTHER REPORTS AND CONSIDER ACTIONS ARISING FROM THEM.

14. TO RECEIVE DETAILS OF INCOMING CORRESPONDENCE.

15. TO RECEIVE INSPECTION BOOK & REPORTS

16. TO AGREE ON FIVE POINTS FOR THE COUNCIL MEETING SUMMARY DOCUMENT.
17. TO RECEIVE DATES FOR FORTHCOMING MEETINGS.
18. REPORT DETAILS OF ITEMS AND ISSUES NOTIFIED TO THE CLERK IN ADVANCE OF THE MEETING FOR INVESTIGATION, FURTHER ACTION OR FOR FUTURE AGENDA.

Signed: Adam J Hardy (Clerk)

Date: 21st May 2026