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

AGENDA FOR THE MONTHLY MEETING OF THE PARISH COUNCIL TO BE HELD ON THURSDAY 26TH NOVEMBER 2026 @ 7:00PM 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 on which they would like to express a view for a maximum of two minutes. The Public Forum at the start of the meeting allows the public to make statements or ask questions about matters not on the agenda. When published, the minutes of this meeting can be viewed on the Council's website www.rotherfieldparishcouncil.gov.uk. Please get in touch with the Parish Clerk should you wish to have a paper copy of the minutes.

1. **TO RECEIVE THE FOLLOWING: -**
   - **a)** Introduction of Councillors & Officers.
   - **b)** Public forum.
   - **c)** Apologies for absence (LGA 1972 s 85).
   - **d)** Declarations of personal, prejudicial, and disclosable pecuniary interests on items on the agenda and updates to members' register of interests.
   - **e)** District and County Councillor reports.
   - **f)** Minutes of the Parish Council meeting held on the 29th October 2026 for approval as a true record.
   - **g)** Clerk's update on action items from previous meetings.

2. **TO RECEIVE AND APPROVE BANK RECONCILIATION AS AT THE END OF OCTOBER 2026, REVIEW EXPENDITURE AGAINST THE BUDGET TO DATE AND NOTE OR AUTHORISE PAYMENTS**
   - **i.** Budget, other financial reports, and actions arising.
   - **ii.** Approval of payments.
   - **iii.** Note spending and justification of any payments agreed under delegated powers.

3. **RECEIVE REPORTS, UPDATES & RECOMMENDATIONS REGARDING PERSONNEL**

4. **TO CONSIDER INFORMATION AND MAKE DECISIONS ON ACTIONS AND EXPENDITURE AS REQUIRED, REGARDING THE FOLLOWING ITEMS**
   - **i.** Discuss and resolve the formation of an Emergency Planning Sub-Committee to subsume the work of the REACT Group.
   - **ii.** Receive and note the Data Audit for Rotherfield Parish Council.
   - **iii.** Receive and resolve the appointment of the Internal Auditor 2026/2027
   - **iv.** Receive and note the Interim Internal Audit Report for 2026/2027
   - **v.** Discuss and consider a grant request from the Sussex, Surrey & Kent Air Ambulance.
   - **vi.** Discuss and consider deployment of the Parish Council SID in Mark Cross.
   - **vii.** Discuss and consider lobbying East Sussex Highways for speed awareness and safety measures on the A267 between the Bicycle Arms and Mark Cross Village.
   - **viii.** Discuss and adopt the Rotherfield Parish Council Investment Policy – November 2026.
   - **ix.** Discuss and resolve the opening of a CCLA Public Sector Investment Fund and investing £50,000.00.
   - **x.** Discuss and resolve further actions on the Parish Fingerpost Survey.
   - **xi.** Discuss and resolve sending a letter of support for Rotherfield Stores & Post Office to Wealden District Council for Discretionary Rate Relief.

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

xii. Discuss and resolve a contribution from Rotherfield Parish Council to the refurbishment of Rotherfield Memorial Institute with a demand on the Parish Precept.

5. **RECEIVE AN UPDATE ON THE ROTHERFIELD MEMORIAL INSTITUTE.**

6. **RECEIVE AN UPDATE ON THE MARK CROSS COMMUNITY CENTRE.**

7. **RECEIVE AN UPDATE ON THE ROTHERFIELD SURGERY BUILDING.**

8. **RECEIVE AN UPDATE ON THE ROTHERFIELD PRE-SCHOOL BUILDING.**

9. **RECEIVE AN UPDATE ON EMERGENCY PLANNING.**

10. **TO NOTE MINUTES OF COMMITTEES PUBLISHED SINCE THE PREVIOUS COUNCIL MEETING.**

11. **TO RECEIVE OTHER REPORTS AND CONSIDER ACTIONS ARISING FROM THEM.**
    a) Meetings attended on behalf of the Parish Council.
    b) Clerk's updates and issues.

12. **TO RECEIVE DETAILS OF INCOMING CORRESPONDENCE.**

13. **TO RECEIVE INSPECTION BOOK & REPORTS**

14. **TO AGREE ON FIVE POINTS FOR THE COUNCIL MEETING SUMMARY DOCUMENT.**

15. **TO RECEIVE DATES FOR FORTHCOMING MEETINGS.**

16. **REPORT DETAILS OF ITEMS AND ISSUES NOTIFIED TO THE CLERK FOR INVESTIGATION, FURTHER ACTION OR FOR FUTURE AGENDA**

Signed: **Adam J Hardy (Parish Clerk & RFO)**
Date: **19th November 2026**

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