



**BROWN EDGE PARISH COUNCIL**  
**Meeting Agenda**  
**WEDNESDAY 6<sup>th</sup> December 2023**

***Prior to the meeting there will be a Public Consultation for Lingfield Avenue Residents concerning the boundary of the New Cemetery Field at 6.30pm.***

Councillors: You are hereby summoned to attend a Parish Council meeting on  
**Wednesday 6<sup>th</sup> December 2023 at 7.00pm**  
**at Brown Edge Village Hall**  
for the purpose of transacting the following business:

Members of the public wishing to address the Council are welcome to attend or correspondence can be posted or emailed to the Clerk at the address above.

Signed *D Wheat* Parish Clerk on 30<sup>th</sup> November 2023

**1) Chairmans Welcome:**

- a) Introductions to the new Parish Clerk Hayley Harrison
- b) Remembrance report

**2) Apologies for Absence:**

**3) Parishioners Concerns:**

**4) PCSO Report:**

**5) District Councillors report: Cllr. Jebb**

**6) Declaration of Interests on the forthcoming Agenda:**

**7) To approve the minutes of the 1<sup>st</sup> November Meeting to be a correct record. (Appendix 1)**

**8) Matters arising from previous meeting:**

- a) High Lane (Holly Bush) Car Park Signage and general report
- b) Brown Edge Playing Field – date for Public Consultation suggestion Sat 20<sup>th</sup> Jan 12 - 2pm
- c) Community Orchard and Oak tree location – site visit report.
- d) Parking Issues on the Breach grass verges.
- e) Overgrown docks and weeds on Bank End - report on maintenance.
- f) Neighbourhood Plan report

## 9) Planning Applications and Related Issues:

<b>SMD/2023/0194</b>	Land off Tongue Lane, Brown Edge	Outline Planning Permission with all matters reserved for a Proposed 2 storey dwelling located on vacant land off Tongue Lane, Brown Edge.

## 10) Items on Notice:

- a) **New Cemetery Field maintenance:** Cllr. Woodward to move to agree to have the divisional hedge cut back and lowered between the new cemetery field and the school sports ground and approximately 100m of grass weed killed to the top of the field behind Lingfield Ave properties. This is to be carried out by the contractor producing the cheapest quote before the end of this financial year and funded from the pot of money set aside to develop the field into a cemetery.
- b) **Christmas competition.**

## 11) Reports and Actions: Councillors undertaking business/actions on behalf of the council:

- a) **Parish Assembly report:** Clerk report on main points from meeting.

## 12) Correspondence:

- a) **Request for a memorial plaque at Lawn Cemetery.**
- b) **Repair proposal to Footpath 42 - Thelma Ave to High Lane through Playing Field (2)**
- c) **Hedgehog Highway** – request for support from Parish Councils. (Appendix 3)  
<https://hedgehogsrus.co.uk/hedgehog-highway-project>

## 13) Items for the attention of other local authorities:

- a) Matters for the District Council: District report Cllr Porter
- b) Matters for the County Council: County report Cllr Flunder

## 14) Finance and Governance:

- a) Authorisation of payments (Appendix 4)
- b) Cemetery Recorders Report (Nov) and other income received by the Clerk.
- c) Budget setting report. (Appendix 5)

## 15) Matters Pertaining to Issues in the Parish for the Next Agenda:

New items raised by Councillors will be carried forward to the agenda of the next meeting.  
**Next meeting date to be set.**

## 16) Motion to exclude members of the Press and Public as detailed in SCHEDULE 12A of the LOCAL GOVERNMENT ACT, 1972

## 17) Confidential items:

- a) **Brown Edge Playing Field Land boundary** – correspondence and information report.
- b) **Clerk & Cemetery Recorder Salary:** Consideration of NALC approved pay scale increase for council employees to be backdated to April 2023. (Appendix 6)
- c) **New Parish Clerk:** to approve terms of contract and salary.

**Meeting Ends:**