



Whatlington Parish Council

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Councillors are summoned to a Meeting of Whatlington Parish Council on **Thursday 18th September 2025 at 7.30pm**, in Whatlington Village Hall at which business laid out in the agenda will be discussed subject to the standing orders of the Council.

Tracy Dixon
Whatlington Parish Clerk and Responsible Finance Officer
Published 12th September 2025

AGENDA

- 1. Public Question Time**
Public question time will last up to 20 minutes. Each speaker is limited to 5 minutes. The business of the meeting will start immediately after public question time or at 7.50pm, whichever is earlier.
- 2. Apologies for Absence**
- 3. a) Disclosure of Interests** – To receive any disclosure of interest by a Councillor or Officer of personal interests in matters on the Agenda, the nature of any interest and if the member regards the interest as prejudicial under the terms of the Code of Conduct.
b) Dispensation Requests. – To receive any requests for dispensation declared under the disclosure of interests.
- 4. To approve and sign the minutes from the Annual meeting of 15th May 2025.**
Reports
- 5. To receive the reports**
 - a) from the Clerk, including correspondence.**
 - b) from the Chair**
 - c) From the District and County Councillors**
- 6. Planning**
To note the planning comments that have been made by Council, discuss any planning applications received, to note the planning permissions granted or refused by Rother. To note any appeals or enforcement notifications
Recommendation.
 - A) to ratify the comments submitted by Council.**
 - B) to discuss any planning applications received.**
 - C) to note the planning permissions granted by Rother**
 - D) to note the planning permissions refused by Rother**
 - E) to note any appeals or Enforcement notices.**
- 7. To ratify actions taken by the clerk under delegated authority**
 - A) To send a letter to the head of planning regarding the campsite in Mill Lane****Recommendation. To ratify actions taken by the clerk under delegated duties.**
- 8. Grant Applications.**
 - A). For the grass cutting and maintenance of the cemetery. £500**
 - B). For the Poetry and Music evening to celebrate 750th anniversary of St Mary Magdalene Church. £150.****Recommendation. To approve the grants.**



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9. **Grass Cutting around the Bus Stop and other areas of the Parish.**
To consider the need for extra cuts around the bus stop, and other areas.
Recommendation. To decide if extra cuts are required and approve costs.
10. **New Computer and Printer for the Clerk**
To consider costs for updating the clerks office equipment.
Recommendation. To consider the quote for a new computer and printer.
11. **To update the Website and email address.**
To ensure compliance with Assertion 10 from the Joint Practitioner Accounting Guide for 2025.
Recommendation. To approve the move to a .gov.uk website and email address for the clerk from Hugo fox
12. **Memorial to Previous Clerk**
To receive an update to the planned memorial, and consider costs.
Recommendation. To approve the recommendations and costs.
13. **Remembrance Poppies**
To discuss any purchase of possies or wreaths for Remembrance
Recommendation. To approve any purchases required..
14. **Whatlington Directory**
To discuss the possibilities of updating the Whatlington Directory
Recommendation. To approve next actions.
15. **Tree Protection Orders.** To consider asking Rother District Council for tree protection orders on two oaks outside the Royal Oak pub.
Recommendation. To consider requesting TPO's
16. **Archiving of Minutes.** To consider sending the signed minutes from May 2014 to December 2024 to the County Archives at The Keep.
Recommendation. To approve sending the signed minutes.
17. **Finance**
a) Update on the bank mandate change
b) draft accounts to end August 2025
c) Payments made since the last meeting
d) Payment schedule for September 2025
e) Clerks Salary increase notification from the National Association of Local Councils
Recommendation
A) to note the update on the bank mandate change
B) to receive the draft accounts to August 2025
C) to ratify the payments made since the 15th May
D) to approve the payment schedule for September 2025
E) To note the clerks salary increase, to be paid from October 2025, backdated to April 2025.
18. **Items to note or for future agendas.**
19. **Date and time of next meeting**
Thursday 20th November 2025 at 7.30pm in Whatlington Village Hall.