

Balcombe Parish Council

A G E N D A

TO ALL COUNCILLORS

Published 30th January 2026

You are summoned to attend a meeting of Balcombe Parish Council on Wednesday 4th February 2026 at 8.00pm at Bramble Hall

Charlotte Jim – Clerk

1. **Public Participation**
2. **Apologies for absence**
3. **Declarations of personal or pecuniary interests in any item listed on the agenda**
4. **To approve the minutes of the meeting held on 7th January 2026.**
5. **Chairman's announcements**
6. **Matters currently being pursued, report from the Clerk**
7. **Planning updates – *see end of agenda***
8. **Planning - to consider the following applications:**

Number	Site/ Address	Proposal	Assigned
DM/25/3236	Balcombe Primary School, London Road	Proposed enclosed outdoor Octagonal classroom to be situated at the rear of the school	Lloyd Thompson
DM/26/0170	Land To The Front Of 18 And 19 Oldlands Avenue	Tree Surgery 3 x Limes - cut back to previous pollard points	Ian Black

9. **To consider Planning applications received after publication of Agenda**

10. Financial

To review and approve January's Cash Book Receipts & Payments

11. Bramble Hall Lease Renewal – Provision for Legal Fees

To consider the appointment of a solicitor for BPC for the renewal of the lease, referencing previous leases, with expenditure of up to £1,500 (ex VAT).

12. Works to Surrender the Pavilion

To report and ratify expenditure authorised under delegated authority:

- a) Painting and decorating: £4,580.00 (inclusive of materials)
- b) Carpentry works: Estimated around £1,500
- c) Asbestos survey and register: £295.00

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- d) To authorise further expenditure under delegated authority to the Clerk and Chairman of up to £4,000 for any remaining works required to surrender the pavilion, including compliance, repairs, clearance and cleaning.

13. Balcombe Primary School – Grant Application

To consider a grant application from Balcombe Primary School for £6,300 towards educational subscriptions.

14. New Parish Council website:

To approve the commission of Aubergine for a new parish council website with expenditure of up to £1,200 for initial set-up.

- 15. Receive an update from working groups:** Recreation, play, youth, halls, schools/ Neighbourhood Plan/ Planning & New Development/ Traffic/ Public Transport/ Energy/ Admin and Assurance/Health/Environmental/ Parish Council website.

16. Correspondence

17. Exchange of Information

Planning updates:

DM/25/1688	Robinshaw, Haywards Heath Road The erection of two new dwellings, as well as 8 parking spaces and a single-storey garage structure to the existing house at upper stumble. An upgraded access road leads to two new detached properties to the land at the rear (west) of the bungalow at "Robin Shaw", Wayside.	Granted Permission on 9th Jan 2026
DM/25/2870	2 Watermead The proposed work includes a garage conversion into home office space.	Granted Permission on 9th January 2026
DM/25/3009	8 Barnfield Proposed loft conversion	Granted Permission on 19th January 2026.

THE NEXT REGULAR MEETING OF THE COUNCIL WILL be 4th March 2026 –
8pm in Bramble Hall