



CATSFIELD PARISH COUNCIL

Minutes of the meeting

Held on Wednesday 7th February 2018

The Clerk: Mrs Karen Crowhurst
The Village Hall, Church Road
Catsfield, East Sussex TN33 9DP

Phone 01323 848502 or
07725866739

Email clerk@catsfieldpc.co.uk

Present: Cllr John Overall – Chairman, Cllr Martin Holgate, Cllr Chris Thomas – Vice Chairman and Cllr Sean Edwards,

In attendance: Mrs Karen Crowhurst – Clerk/RFO
Cllr Gary Curtis – Rother District Council
Cllr Kathryn Field – East Sussex County Council

Item	Minutes	Action by
1.	To receive apologies for absence.	
1.1	Apologies were received from Cllr Goodliffe and Cllr Scott.	
2.	To approve the minutes of the Parish Council meeting on 10th January 2018.	
2.1	It was resolved to accept the minutes of the meeting held on 10 th January 2018 as a true and accurate record of the meeting.	
3.	To receive declarations of interest on agenda items.	
3.1	None received.	
4.	To receive any external reports	
4.1	Cllr Curtis reported on: <ul style="list-style-type: none"> - Bin collections and current issues - The planning item on the agenda - Possible requirements for residents to have 4 collection bins in the future - A Government announcement regarding a consultation for intimidation in public life, such as social media 	
4.2	A Member sought clarification about the current position of development in line with the Ashdown Forest requirements? There was a short discussion about the impact of the embargo for development in the future. No decisions were made.	
4.3	Cllr Field reported on: <ul style="list-style-type: none"> - Her recent attendance at ESCC budget meeting where they have been cuts made in the region of £17 Million pounds - The precept being set at 5.99% - The impact of the budget cuts regarding adult social care and respite care - Further cuts for the next 2 years - The loss of revenue of the Council Tax support Grant in 2020 	
5.	Outstanding actions	
5.1	a) To receive any applications for the casual vacancies on Parish Council.	
5.2	No applications have been received.	
6.	Planning	
6.1	To consider response to planning applications	
6.2	<u>RR/2018/363/P 17 Skinners Lane, Catsfield TN33 9DN</u>	

	<p>Detached timber framed shelter to front garden. Applicant: Mr And Mrs Coles, 17 Skinners Lane, Catsfield, Battle</p>	
6.3	<p>Comments and observations Catsfield Parish Council does not support this application, as the proposed timber framed shelter will have significant impact on the street scene.</p>	
6.4	<p>To receive advice of decisions on previous applications.</p> <ul style="list-style-type: none"> • <u>RR/2017/244/P – 2 Forward Cottages, Peppering Eye Catsfield</u> Proposed: Erection of single and two storey rear extension Outcome: APPROVED CONDITIONAL as per decision notice <u>17th January 2017</u> 	
6.5	Members noted the decision made by Rother District Council.	
6.6	To receive advice on current enforcement orders.	
6.7	No decisions were made.	
6.8	<u>Road Closure Order – Catsfield Boat Race Sunday 8th July 2018 from 11am -2pm (Plan)</u>	
6.9	Members did not raise any objections for the road closure.	
8.	Newsletter	
8.1	a) To receive any updates.	
8.2	It was agreed that the Chairman will contact the former Clerk to see if any progress has been made.	JO
9.	Local Action Plan	
9.1	a) To receive any further updates.	
9.2	After some discussion and considering the appointment of a new Clerk. It was agreed that this item be deferred for 6 months.	
10.	<p>Highway Matters</p> <p>a) Church Road: To receive any updates on the traffic calming project outside Catsfield School.</p> <p>b) The Green: To receive any updates on traffic calming measures for the zebra crossing area.</p> <p>c) To receive any other reports.</p>	DS DS DS
10.1	All of the above was considered as one item. Members considered the report submitted by Cllr Scott and agreed that any action should be agreed in March when more Members will be available to attend the meeting. During this item an issue of parking was discussed. It was agreed for the clerk to refer to the relevant authority once more information has been received.	Clerk
11.	Community Speed Watch	
11.1	a) To receive any reports.	
11.2	Cllr Overall reported that the speed watch team have been undertaking checks and all seems to be working well.	
12.	Playing Field and Pavilion	
12.1	<p>a) To receive an update on providing seating and a handrail rail outside the Pavilion.</p> <p>b) Proposed modifications to the Pavilion kitchen to provide an outside servery area.</p> <p>c) To receive quotes for the proposed work</p> <p>d) To receive any other updates</p> <p>e) To receive an update on the proposal for a sheltered seating area by the Children’s Play Area.</p> <p>f) To receive an update on proposed storage facilities at the Recreation Ground for the Catsfield Triangle Committee.</p> <p>g) To confirm Parish Councillor key holder.</p>	JG/DS JG/DS DS DS

12.2	h) To receive any other reports. With exception to item g. It was agreed to defer the above items until March 2018. It was agreed that Cllr Overall be the Parish Councillor key holder for the Pavilion	JO																																								
13.	Playground Sub-Committee	MH/CT																																								
13.1	a) To receive the latest Recreation Ground Inspection.																																									
13.2	Cllr Thomas and Cllr Holgate reported that they have carried out a satisfactory inspection, there were a few minor issues pertaining the bins and litter.																																									
14.	Hedgerows and verges	CT																																								
14.1	a) To receive any reports																																									
14.2	Cllr Thomas reported that there is an area in Church Road where the hedge is overhanging the footpath and needs to be cut back to prevent mothers using pushchairs having to step onto the road. Cllr Thomas agreed to investigate this further.																																									
15.	Open Spaces	DS																																								
15.1	a) To receive any reports.																																									
15.2	There was no report for consideration.																																									
16.	History Centre	JO																																								
16.1	a) To receive any reports.																																									
16.2	Cllr Overall reported that the History Group have rearranged the room. Cllr Overall advised that arising from this there was a loss of internet access in the village hall which has now been rectified. Cllr Overall informed Members that the History Group will be holding an exhibition event in due course.																																									
17.	Village Hall Car Park	JG JG JG																																								
	a. To receive an update on the external lighting requirements in the Village Hall Car Park. b. To receive an update on Signage, Rules and regulations and a Risk Assessment c. To receive a quote for the repair work required to the perimeter fencing in the Car Park																																									
17.2	The Chairman advised that all of the above is ongoing and a work in progress.																																									
18.	Village Hall	JG																																								
18.1	a. To receive any reports.																																									
18.2	There was no report for consideration.																																									
19.	Finance, Audit and Legal																																									
19.1	To approve and sign the following cheques:																																									
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19.2	It was resolved to accept the payments above. The Chairman signed the payments list.																																									

19.3	Whilst the Payments were being signed, the meeting moved to item 23 on the agenda.	
19.4	To receive the monthly statement of accounts to 31st January 2018	
19.5	There was no report for consideration.	
19.6	To receive the bank reconciliation to 31st January 2018	
19.7	The Clerk advised that she has yet received a bank statement; therefore a reconciliation document was not presented. The Clerk advised that she is unable to correspond with the bank as she is not known to them. This has led to a form being completed to make the Clerk the point of contact not signatory for the account.	
19.8	To agree to obtain quotation for decorating the phone kiosk	
19.9	This item is on-going.	
20.	ESCC Household Waste Recycling Site consultation	
20.1	To consider submitting a response by the deadline of 1 May 2018 https://democracy.eastsussex.gov.uk/ieListDocuments.aspx?Cid=133&Mid=2974&Ver=4 https://consultation.eastsussex.gov.uk/	
20.2	After a brief discussion and taking into account waste collection. It was agreed that Catsfield Parish Council comments about the budget cut of £720,000.	Clerk
21.	To consider any correspondence received after this agenda has been published	
21.1	There was no correspondence for consideration.	
22.	Annual Parish Meeting arrangements 18th April 2018	
22.1	The Annual Parish Assembly will be held on Thursday 19 th April 2018. The usual arrangements of reports and people invited to attend will be as in previous years.	
23.	General Data Protection Regulations	
23.1	The Clerk informed Members about the General Data Protection Regulations and the actions the Council may need to consider and address. The Clerk advised Members that the Clerk cannot be the General Data Protection Officer and further advised that there is an organisation endorsed by Sussex and Surrey Association of Local Councils who will be able to fulfil the role as an Independent Data Protection Officer, the cost of which is approximately £150 per year.	
23.2	Members discussed the need to have independent Cllr emails and requested the Clerk contact the gentleman who set up the website to see if this is something that he can facilitate alongside the website.	Clerk
24	Dates of March and April 2018 Parish Council Meetings	
24.1	Members were concerned about being quorate due to absences and apologies already tendered for the March and April meetings. After establishing who will be able to attend it was agreed to continue with the scheduled dates.	
25	Urgent items at the Chairman's discretion	
25.1	There were no urgent items for consideration.	
26	Items for referral to next agenda / reports / future agenda items / correspondence	

26.1	1) Actions arising from the January 2018 meeting	
	There being no further business the Chairman closed the meeting at 8.58pm. Date of next meeting, Wednesday 7 th March 2018, 7.30pm, Hermon Cottage, Catsfield Village Hall.	

Signed: _____

Date _____