



CATSFIELD PARISH COUNCIL

Minutes

of

the meeting of the **Parish Council**

On Wednesday 6th June at 7.30 pm in Hermon Cottage

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

Phone 01323 848502

Email clerk@catsfieldpc.co.uk

Website www.catsfieldpc.co.uk

Attended by: Cllr Overall – Chairman, Cllr Thomas- Vice Chairman, Cllr Hodgson, Cllr Holgate and Cllr Scott.

Also, in attendance: Karen Crowhurst – Clerk/RFO, Cllr Kathryn Field – ESCC and Cllr Gary Curtis – Rother District Council.

Item	Agenda Item	
1.	To receive apologies for absence	
1.1	Apologies were received from Cllr Edwards.	
2.	To approve the minutes of the Annual Statutory Meeting and the Parish Council meeting held on 2nd May 2018.	
2.1	It was resolved to accept the minutes of the Annual Statutory and the Parish Council Meeting held on 2 nd May 2018. The Minutes were then signed by the Council Chairman.	
3.	To receive declarations of interest on agenda items	
3.1	There were no declarations of interests.	
4.	To receive reports from Cllr Kathryn Field (ESCC) and Cllr Gary Curtis (RDC).	
4.1	Cllr Kathryn Field reported on; - The Music Service Consultation; - Cuts to Adult Social Care, soon to be implemented; - A meeting with the Civil Schools Commissioner which went well. The Commissioner is very supportive of village schools	
4.2	During this item the Chairman drew the meetings attention to a recent article on the local news pertaining to Catsfield.	
4.3	Cllr Curtis reported on: - Rother District Council winning the Charter from South East Employers for the 4 th time; - Powers pertaining to housing, which includes being able to confiscate unsafe homes and restore the balance between landlords and tenants; - Speed Watch and the current statistics; - Inspector Dan Russell agreeing to provide a police unit to monitor speeding; - His appointment as Vice Chair to the Audit and Standards Committee, where training will be Provided; - Attendance at a pending licensing training session.	
5.	Actions – Outstanding and on-going	
5.1	a) To receive any applications for the casual vacancies on Parish Council.	
5.2	No applications have been received.	
5.3	b) To receive an update on placing an information board/plaque at the oak tree sited near to St Laurence Church – planted by the Parish Council in 1996 to commemorate the 900 th Anniversary of 1066.	
5.4	This item is ongoing.	
5.5	c) Cllr emails	CH
5.6	This item is ongoing. Cllr Hodgson agreed to contact the service provider.	
5.7	d) Appointment of Data Protection Officer	
5.8	This action is now complete.	
6.	Planning matters	
6.1	a) To consider response to planning applications received.	
6.2	RR/2018/1316/P Birch Cottage, Marlpits Lane, Catsfield TN33 9LE Two storey infill front extension with flat roof. Roof extension with dormer and gable to side. Two new dormers to rear.	
6.3	Comments and observations No objections.	

6.4	RR/2018/1318/P Covertside, Powdermill Lane, Battle, Catsfield TN33 0SZ Variation of condition 2 imposed on RR/2016/160/P to allow slate roof tiles.	
6.5	Comments and observations No objections	
6.6	RR/2018/1316/P Birch Cottage, Marlpits Lane, Catsfield TN33 9LE Two storey infill front extension with flat roof. Roof extension with dormer and gable to side. Two new dormers to rear.	
6.7	Comments and observations No objections.	
6.8	b) Planning decisions RP/2018/804/P Covertside, Powder Mill Lane Catsfield – Permission granted Members noted the planning decisions.	
6.9	c) To note or receive advice on current enforcement orders. There were no enforcement orders.	
7.	Highway Matters	
7.1	a) Church Road: To receive any updates on the traffic calming project outside Catsfield School	DS
7.2	This item remains ongoing. Cllr Scott informed Members that it would be he will continue to make progress by writing to the school regarding the current position as well as create flyers for the village to inform them of progress. Cllr Scott updated Members on progress, including ESCC intention to assess a 30mph speed limit, which will be in place by the end of August. Flashing speed indicators were mentioned.	DS DS
7.3	b) The Green: To receive any updates on traffic calming measures for the zebra crossing area	
7.4	Cllr Scott informed Members that he is working on the proposal as previously agreed for the purposes of obtaining match funding from ESCC. After a short discussion about traffic calming measures, it was agreed for Cllr Scott to contact Karl Taylor at East Sussex. The possible purchase of a speed indicator device was mentioned. It was agreed to liaise with the Speed Watch Co-ordinator.	KC
7.5	c) To receive any other reports	
7.6	There were no other reports. Members thanked Cllr Scott for his hard work.	
8.	Community Speed Watch	
8.1	a) To receive any reports	
8.2	This was covered earlier in the proceedings.	
9.	Playing Field and Pavilion	
9.1	a) To receive an update on providing seating and a handrail rail outside the Pavilion. This item is pending an inspection by ROSPA.	DS DS
9.2	b) Proposed modifications to the Pavilion kitchen to provide an outside servery area. This item is no longer relevant.	
9.3	c) To receive quotes for the proposed work - To surface the entrance from the back of the footpath down to the gates with black tarmac finish No decisions were made regarding this item. It was agreed to defer this until a later date.	DS DS
9.4	d) To receive an update on proposed storage facilities at the Recreation Ground for the Catsfield Triangle Committee.	
9.5	Cllr Hodgson mentioned that the storage facilities are suffice.	
9.6	e) Bookings and service users	
9.7	It has been drawn to the attention of the Council that the gate is open when service users are using the field. This created Health and Safety concerns. Members requested for the Clerk to contact all Service Users to ensure the gate is shut when they are using the field. The matter of parking on the verges adjacent to the field was also discussed. It agreed that the Clerk request that there should be no parking on the verges as part of the initial correspondence.	KC
9.8	f) To receive any other reports.	
9.9	There were no further reports.	
10.	Playground Sub-Group	
10.1	a) To receive the latest Recreation Ground Inspection	MH/CT
10.2	Cllr Thomas reported that he has inspected the Recreation Ground, which was satisfactory.	
11.	Hedgerows and verges	
11.1	a) To receive any reports	CT
11.2	There was a concern about the hedge at Ivy Cottage.	
12.	Open Spaces	

12.1	a) To receive any reports	DS																																																																								
12.2	A request was made for additional grass cutting to be placed on the next agenda.																																																																									
13.	History Centre																																																																									
13.1	a) To receive any reports.	JO																																																																								
13.2	Cllr Overall reported that the Thomas Brassey Exhibition was very well attended.																																																																									
14.	Village Hall Car Park	DS																																																																								
14.1	a) To receive an update on the external lighting requirements in the Village Hall Car Park Cllr Scott informed Members that he is in the process of applying for planning permission. Cllr Scott further reported that he is investigating various types of lighting and it is still the intention to consult with neighbours within proximity of the car park.	DS																																																																								
14.2	b) To receive an update on Signage, Rules and regulations and a Risk Assessment																																																																									
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15.	Village Hall																																																																									
15.1	a) To receive any reports – Village Hall Survey	CH																																																																								
15.2	Cllr Hodgson highlighted some points contained in the survey. Members requested that Members of the Management Committee go through the report and report concerns back to Council.																																																																									
15.3	b) To receive any further reports																																																																									
15.4	There were no further reports.																																																																									
16.	Insurance Claim – to agree a way forward and any actions																																																																									
17.	Finance, Audit and Legal																																																																									
17.1	a) To approve and accept the following payments:																																																																									
17.3	It was resolved to approve and accept the payments as below.																																																																									
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17.4	b) Quotation for maintenance of the K6 Telephone Kiosk																																																																									
17.5	Members considered the quotation presented for £295 excluding paint to repair the kiosk excluding paint. Members resolved to accept the quotation from Ringmer Property Services.																																																																									
17.6	c) Bank reconciliation and change of details for bank account																																																																									
17.7	The Clerk reported that she is having difficulties accessing the bank account. It was agreed to resubmit a new form.																																																																									
17.8	d) Statement of reserves – To consider financial position and earmarking any other reserves																																																																									
17.9	Members noted the statement of reserves submitted by the Clerk.																																																																									
17.10	d) Chairman Networking Day – To approve payment for £80																																																																									
17.11	It was agreed to pay the amount of £80.																																																																									
17.12	f) Grant Application request – Air Ambulance £150																																																																									
17.13	It was resolved to award the amount of £150 as a grant to Air Ambulance.																																																																									
17.14	g) To note the Cost Centre report – Previously circulated																																																																									
17.15	Members noted the Cost Centre report.																																																																									
17.16	h) To consider any other financial matters which cannot be held over to the next meeting																																																																									
17.17	There were no other financial matters for consideration.																																																																									

18.	To consider any correspondence received after this agenda has been published	
18.1	There was no correspondence for consideration.	
19.	Items for referral to next agenda / reports / future agenda items / correspondence	
19.1	1) Additional grass cutting.	
20.	Urgent items, at the discretion of the Chairman	
20.1	Work required at Jubilee Gardens was discussed. It was agreed to authorise the work.	
	There being no further business, the meeting closed at 8.55pm. Date of next meeting. Wednesday 4 th July 7.30pm, Hermon Cottage, Catsfield Village Hall.	