



CATSFIELD PARISH COUNCIL

Minutes of the Parish Council Meeting held on

Wednesday 5th September 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

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Attended by: Cllr Thomas- Vice Chairman, who chaired the meeting, Cllr Hodgson, Cllr Edwards, Cllr Holgate and Cllr Scott.

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

Item	Minutes	Action by
1.	To receive apologies for absence	
1.1	Apologies were received from Cllr Overall.	
2.	To approve and accept the minutes of Parish Council meeting held on 1st August 2018	
2.1	It was resolved to accept the minutes of the Parish Council Meeting held on 1 st August 2018. The minutes were then signed by the Council Vice Chairman.	
3.	To receive declarations of interest on agenda items	
3.1	Cllr Hodgson declared interests regarding item 5d and item 15 on the agenda.	
4.	To receive reports from Cllr Kathryn Field (ESCC) and Cllr Gary Curtis (RDC)	
4.1	Cllr Curtis reported on; <ul style="list-style-type: none"> - An article he read about trespassing becoming a criminal offence as this is part of a new consultation; - The “keeping warm this winter” initiative; - Home checks for winter warmth and advised information can be found on a website; - Warm East Sussex more information can be found on the website; - Heat and cold weather alerts; - Electric blanket testing event being held at Battle Fire Station between 10th and 12th October; - A conversation with Inspector Dan Russell regarding “Speed Watch” Cllr Curtis advised that there will be a surge of enforcement for speeding vehicles. 	
4.2	During his report, Cllr Curtis requested information pertaining to a planning matter. Members provided the information requested.	
4.3	Cllr Field reported on: <ul style="list-style-type: none"> - The Ofsted results which were outstanding; - Consultation regarding Waste Water Treatment at Skinners Lane. 	
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 action is still on-going.	
5.5	c) Cllr emails	
5.6	The Clerk advised that she has made a request to the webmaster for Cllr emails.	The Clerk
5.7	d) Insurance claim	
5.8	Members noted the correspondence received from the Insurance Company.	
6.	Planning matters	
6.1	a) To consider response to planning applications received. RR/2018/1855/P The Canons, Skinners Lane, Catsfield	

<p>6.2</p> <p>6.3</p> <p>6.4</p> <p>6.5</p> <p>6.6</p> <p>6.7</p> <p>6.8</p> <p>6.9</p> <p>6.10</p> <p>6.11</p>	<p>Proposed new barn, stables and driveway to replace the existing barn and stables which are to be demolished to make way for the new approved housing development</p> <p>Comments and Observation Catsfield Parish Council objects to this application as the proposal is unduly prominent in a rural environment and is in an inappropriate position thus, having a significant impact on the street-scene. Catsfield Parish Council also have concerns regarding the increase of traffic movement should this application be approved.</p> <p>Catsfield Parish Council have requested that the ward District Councillor calls this application in to the Planning Committee rather than have the Officer determine the decision.</p> <p>RR/2018/2130/CM Sewage Works, Skinners Lane, Catsfield TN33 9DN Change of use of land to extend the area of operational land at Catsfield Wastewater Treatment Works and installation of 1no. ferric sulphate and sodium hydroxide dosing kiosk, 1no. safety shower, 1no. pumping station and other associated plant including an interception chamber and 2no. cloth filters</p> <p>Comments and Observation Catsfield Parish Council have no objections regarding this application.</p> <p>RR/2018/2126/P Catsfield Village Hall, Church Road, Catsfield TN33 9DP Provision of lighting to village hall car park plus one post to support light fitting.</p> <p>All Members of the Parish Council declared an interest regarding this application.</p> <p>Comments and Observation As a Member of Catsfield Parish Council submitted this application. Members were unable to comment due to conflicts of interests</p> <p>b) Planning decisions There were none.</p> <p>c) To note or receive advice on current enforcement orders. There were none.</p>	
<p>7.</p> <p>7.1</p> <p>7.2</p> <p>7.3</p> <p>7.4</p> <p>7.5</p>	<p>Highway Matters</p> <p>a) Church Road: To receive any updates on the traffic calming project outside Catsfield School. Cllr Scott informed Members that the location for the yellow lines has now been established and marked and currently waiting for pricing and confirmation.</p> <p>b) The Green: To receive any updates on traffic calming measures for the zebra crossing area. Cllr Scott reminded Members about the meeting being held at the School, which he offered to provide a report after the meeting.</p> <p>c) To receive any other reports.</p> <p>It was agreed for Cllr Scott to attend the Strengthening Local Relationships meeting (SLR) due to be held quite soon.</p>	<p>DS</p> <p>DS</p> <p>DS</p>
<p>8.</p> <p>8.1</p> <p>8.2</p>	<p>Community Speed Watch</p> <p>a) To receive any reports. Cllr Edwards informed Members that he will be meeting with the Co-ordinator very soon.</p>	<p>SE</p>
<p>9.</p> <p>9.1</p> <p>9.2</p> <p>9.3</p> <p>9.4</p> <p>9.5</p>	<p>Playing Field and Pavilion</p> <p>a) To receive an update on providing seating and a handrail rail outside the Pavilion. The possibility of erecting a key clamp style rail was discussed as well as bolt railings, mesh and the side gate. It was agreed for Cllr Scott to source quotations.</p> <p>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</p> <p>This is still on-going. In the interim it was agreed to source quotations for cleaning the entrance.</p> <p>d) Request for more access to the toilets at the Recreation Ground</p>	<p>DS</p>

9.6	Members considered correspondence received requesting that the toilets remain open. Members agreed that this will be hard to manage and further agreed that the toilets are only opened on a temporary basis when events are held.																																																	
9.7	d) To consider other matters and agree any actions relating to the playing field and pavilion																																																	
9.8	A wobbly gate post repair is on-going as well as an issue with the double gates and a tree guard.																																																	
	Members were advised that these will be addressed in due course.																																																	
10.	Playground Sub-Committee																																																	
10.1	a) To receive the latest Recreation Ground Inspection and agree any actions arising from it	MH/CT																																																
10.2	There was nothing to report.																																																	
11.	Hedgerows and verges																																																	
11.1	a) To receive any reports and agree any actions arising from it	CT																																																
11.2	No report.																																																	
12.	Open Spaces																																																	
12.1	a) To receive any reports and agree any actions arising from it	DS																																																
12.2	It was agreed to repair the millennium bench at the stream. The matter of the reductions of urban cuts to verges was discussed. It was agreed for quotations to be obtained to assist with deciding whether the Parish Council should offset the cost.																																																	
13.	History Centre																																																	
13.1	a) To receive any reports and agree any actions arising from it	JO																																																
13.2	No report.																																																	
14.	Village Hall Car Park																																																	
14.1	a) To receive an update on the external lighting provision in the Village Hall Car Park.	DS																																																
14.2	This was covered earlier in the proceedings as a planning application has now been submitted.																																																	
15.	Village Hall																																																	
15.1	a) To receive any reports – Requiring action by the Parish Council	CH																																																
15.2	Clr Hodgson reported that she has circulated the minutes of the last meeting to all Members. Clr Hodgson advised that the urgent works in the works schedule will commence on 25 th September 2018. Part of the work will be boarding up the window in the parish office. Clr Hodgson informed Members that she is now managing the bookings for the Village Hall.																																																	
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																																																	
16.1	Members discussed this in depth and agreed to look at the previous insurance company report and send this to the new insurers. Members were satisfied that they have always carried out the necessary tree works for the trees they are responsible for.																																																	
17.	Finance, Audit and Legal																																																	
17.1	a) To approve and accept the following payments and receipts																																																	
	<table border="1"> <thead> <tr> <th>Date</th> <th>Supplier</th> <th>Cheque No</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>05/09/2018</td> <td>ROSPA</td> <td>400758</td> <td>159.60</td> </tr> <tr> <td>05/09/2018</td> <td>John O' Connor</td> <td>400759</td> <td>306.85</td> </tr> <tr> <td>05/09/2018</td> <td>Street Lights</td> <td>400760</td> <td>295.99</td> </tr> <tr> <td>05/09/2018</td> <td>K Crowhurst</td> <td>400761</td> <td>62.05</td> </tr> <tr> <td>05/09/2018</td> <td>K Crowhurst</td> <td>400762</td> <td>317.12</td> </tr> <tr> <td>05/09/2018</td> <td>HM Customs & Revenue</td> <td>400763</td> <td>79.40</td> </tr> <tr> <td>05/09/2018</td> <td>T Jenner Building Services</td> <td>400764</td> <td>60.00</td> </tr> <tr> <td>05/09/2018</td> <td>Air Ambulance</td> <td>400765</td> <td>150.00</td> </tr> <tr> <td>05/09/2018</td> <td>J W Fencing & Forestry</td> <td>400766</td> <td>650.00</td> </tr> <tr> <td>23/07/2018</td> <td>Water Choice</td> <td>DDEBIT</td> <td>26.10</td> </tr> <tr> <td colspan="3"></td> <td>2,107.11</td> </tr> </tbody> </table>	Date	Supplier	Cheque No	Total	05/09/2018	ROSPA	400758	159.60	05/09/2018	John O' Connor	400759	306.85	05/09/2018	Street Lights	400760	295.99	05/09/2018	K Crowhurst	400761	62.05	05/09/2018	K Crowhurst	400762	317.12	05/09/2018	HM Customs & Revenue	400763	79.40	05/09/2018	T Jenner Building Services	400764	60.00	05/09/2018	Air Ambulance	400765	150.00	05/09/2018	J W Fencing & Forestry	400766	650.00	23/07/2018	Water Choice	DDEBIT	26.10				2,107.11	
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17.2	It was resolved to accept the above payments.																																																	
17.3	c) Bank reconciliation and change of details for bank account																																																	
17.4	It was resolved to approve the bank reconciliation.																																																	
17.5	d) To note the Cost Centre report – Previously circulated																																																	
17.6	It was agreed to note the Cost Centre report highlighting the financial position of the Council.																																																	
17.7	e) Website provision																																																	

17.8	Members agreed to defer this to give them time to look at the details sent by the Clerk.	
17.9	f) To consider any other financial matters which cannot be held over to the next meeting	
17.10	Members agreed to think about budget items. It was reported that the External Audit has not yet been carried out. The Clerk explained that she had to work on an extensive explanation of variances and Cllr Hodgson assisted with the bank reconciliation document.	
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	Budget considerations and External Audit.	
20.	Urgent items, at the discretion of the Chairman which cannot be held over until the next meeting.	
20.1	There were none.	
	There being no further business, the meeting closed at 8.45pm. Date of the next meeting, Wednesday 3 rd October 2018, 7.30pm in Heron Cottage.	