



CATSFIELD PARISH COUNCIL

To: All Parish Councillors.

You are hereby summoned to attend the meeting of the **Parish Council**
On Wednesday 4th October 2017 at 7.30 pm in HERMON COTTAGE

The Clerk: Mrs Carol Hodgson
The Village Hall, Church Road
Catsfield, East Sussex TN33 9DP

Phone 01424 893526

Email clerk@catsfieldpc.co.uk

Website www.catsfieldpc.co.uk

Council Meeting Agenda

Carol Hodgson

Mrs Carol Hodgson

Item	Agenda Item	
1.	To receive apologies for absence.	
2.	Public participation session re matters on the Agenda at the Chairman's discretion.	
3.	To receive declarations of interest on agenda items.	
4.	To approve the minutes of the Parish Council meeting on <u>6th September 2017</u>	
5.	To receive any external reports.	
6.	Matters arising	
6.1	To receive any applications for the casual vacancy on Parish Council.	
6.2	To receive an update on refurbishing the BT Kiosk on The Green – opposite the Village Shop.	
6.3	To receive an update on placing an information board / plaque at the Oak Tree sited near to St Laurence Church – planted by Parish Council in 1966 to commemorate the 900 th Anniversary of 1066.	JO/MH
7.	Planning	
7.1	To consider response to planning applications. <ul style="list-style-type: none"> a. RR/2017/1919/L - The Hop Barn, The Stream, Catsfield TN33 9BB Proposed amendment to internal layout to current approved scheme (RR/2016/1212/L) to include bridge and first floor landing area to first floor accommodation. b. RR/2017/1921/P - Wilton House Cottage, The Green, Catsfield TN33 9DL Raising of the eaves and roof. Internal and external alterations and proposed extension to South West elevation. c. RR/2017/1922/L - Wilton House Cottage, The Green, Catsfield TN33 9DL Raising of eaves and roof. Internal and external alterations and proposed extension to South West elevation. 	
7.2	To receive advice of decisions on previous applications. <ul style="list-style-type: none"> a. RR/2017/1105/P - Henley Down Farm, Watermill Lane, Catsfield TN33 9BN Proposed animal barn and alteration of levels to accommodate including external fodder storage. OUTCOME: REFUSED as per decision notice 28th September 2017 	
7.3	To receive advice on current enforcement orders.	
8.	Local Action Plan To receive an update on the Catsfield 'Local Action Plan' (Re: The Catsfield Parish Survey).	
9.	Newsletter To receive any updates.	
10.	Highway Matters	
10.1	Church Road: To receive any updates on the traffic calming project outside Catsfield School.	DS
10.2	To receive an update on the ESCC Highways feasibility study for traffic calming proposals at Skinners Lane, Church Lane and The Green.	DS
10.3	The Stream: To receive any updates on improving the road signage.	
10.4	To receive any other reports.	
11.	Hedgerows and verges	
11.1	To receive any reports	CT
12.	Community Speed Watch To receive any reports.	
13.	Playing Field and Pavilion	
13.1	To receive an update on providing seating and a handrail rail outside the Pavilion.	JG
13.2	To receive an update on proposed storage facilities at the Recreation Ground for the CTA.	DS
13.3	To receive an update on Pass+Move's annual hire arrangements of Catsfield Playing Field and Pavilion for the year beginning April 2018.	ALL
13.4	To consider using the money set aside for the proposed shelter at the play area for a new item of play equipment.	
13.5	To receive any other reports.	

14.	Playground Sub-Committee																																					
14.1	To receive the latest Recreation Ground Inspection.	CT/MH																																				
14.2	To receive an update on any tree work requirements in the Children's Play Area																																					
15.	Open Spaces																																					
15.1	To receive an update on grass cutting arrangements / requirements in the Village.	DS																																				
15.2	To receive any reports.																																					
16.	History Centre																																					
	To receive any reports.	JO																																				
17.	Village Hall Car Park																																					
17.1	To receive an update on the external lighting requirements in the Village Hall Car Park.	JG																																				
17.2	To receive an update on Signage, Rules and regulations and a Risk Assessment.	JG																																				
18.	Village Hall																																					
18.1	To receive any reports.	JG																																				
18.2	To receive an update the Village Hall LED lighting scheme.	JG																																				
19.	Finance and Audit and Legal																																					
19.1	To consider laying a wreath during the remembrance service on 12th of November 2017. The Royal British Legion supply wreaths for a donation of £25.00																																					
19.2	To approve and sign the following cheques:																																					
	<table> <tr> <td>a. J W Fencing and Forestry</td> <td>Grounds Maint VH Car Park Sep17</td> <td>£50.00</td> <td></td> </tr> <tr> <td></td> <td>Installation of Dog Bin – Playing Field</td> <td>£60.00</td> <td>£110.00</td> </tr> <tr> <td>b. John O'Conner</td> <td>Grounds Maint. September 17</td> <td></td> <td>£306.85</td> </tr> <tr> <td>c. SSALC Ltd</td> <td>GDPR – Training</td> <td></td> <td>£ 57.60</td> </tr> <tr> <td>d. St Laurence PCC</td> <td>Remembrance Day Wreath</td> <td></td> <td>£ 25.00</td> </tr> <tr> <td>e. JM Waste Management Ltd</td> <td>Duty of Care – Catsfield Playing Field</td> <td></td> <td>£ 60.00</td> </tr> <tr> <td>f. Mrs. C. Hodgson</td> <td>Salary –September 17</td> <td>£483.26</td> <td></td> </tr> <tr> <td></td> <td>Printer Ink</td> <td>£126.46</td> <td></td> </tr> <tr> <td></td> <td>Petty Cash Top-up</td> <td>£ 69.13</td> <td>£678.85</td> </tr> </table>	a. J W Fencing and Forestry	Grounds Maint VH Car Park Sep17	£50.00			Installation of Dog Bin – Playing Field	£60.00	£110.00	b. John O'Conner	Grounds Maint. September 17		£306.85	c. SSALC Ltd	GDPR – Training		£ 57.60	d. St Laurence PCC	Remembrance Day Wreath		£ 25.00	e. JM Waste Management Ltd	Duty of Care – Catsfield Playing Field		£ 60.00	f. Mrs. C. Hodgson	Salary –September 17	£483.26			Printer Ink	£126.46			Petty Cash Top-up	£ 69.13	£678.85	
a. J W Fencing and Forestry	Grounds Maint VH Car Park Sep17	£50.00																																				
	Installation of Dog Bin – Playing Field	£60.00	£110.00																																			
b. John O'Conner	Grounds Maint. September 17		£306.85																																			
c. SSALC Ltd	GDPR – Training		£ 57.60																																			
d. St Laurence PCC	Remembrance Day Wreath		£ 25.00																																			
e. JM Waste Management Ltd	Duty of Care – Catsfield Playing Field		£ 60.00																																			
f. Mrs. C. Hodgson	Salary –September 17	£483.26																																				
	Printer Ink	£126.46																																				
	Petty Cash Top-up	£ 69.13	£678.85																																			
19.3	To receive the monthly statement of accounts to 29th September 2017																																					
19.4	To receive the bank reconciliation to 29th September 2017																																					
19.5	To set-up a monthly direct debit mandate for JM Waste Management for fortnightly general waste collection at Catsfield Playing Field.																																					
19.6	To consider the reform of data protection legislation coming into force on 25 th May 2018 - GDPR																																					
20.	Staff Recruitment																																					
20.1	Resignation of the Parish Clerk / RFO																																					
20.2	To discuss the appointment of a replacement Parish Clerk / RFO																																					
21.	Any other business / reports / future agenda items / correspondence																																					