

CATSFIELD PARISH COUNCIL

Minutes of the Meeting held on Wednesday 1st July 2015 in Hermon Cottage

Present:		Apologies:
Cllr. John Overall (Chairman)	Cllr. Rachel Tottman	4 Members of the public
Cllr. Chris Thomas	Cllr. Martin Holgate	County Cllr. Kathryn Field
Cllr. David Scott	Mrs Carol Hodgson (Clerk/RFO)	District Cllr. Gary Curtis
		Cllr. Julian Goodliffe

Item	Agenda Item
1.	<p>Apologies and reasons for absence.</p> <p>Cllr Field was attending a LGA Conference. Cllr. Curtis was not available. Cllr. Goodliffe was working late.</p>
2.	<p>Members to agree the minutes of the Parish Council meeting on 3rd June 2015</p> <p>The minutes were agreed and signed.</p>
3.	<p>To receive declarations of interest on agenda items.</p> <p>No declarations were received.</p>
4.	<p>Public participation session re matters on the Agenda at the Chairman's discretion.</p> <p>3 Members of the public were attending in relation to 14 f. 'To receive an update on the dog fouling problems at the playing field'. Cllr. Overall explained that in the past Rother DC wished to impose a blanket ban on dogs in parks. Catsfield PC had not been in favour of this option at the Catsfield Recreation Ground. The Playing Field is used by several Sports Clubs who regularly have to clear away dog poo before their fixtures. Two members of the public (KR / VR) commented that 'dogs on leads' will not stop the problem. They had been carrying out a 'poo' inspection around the field on a regular basis and recorded their findings. They were happy to carry on doing the inspection and asked that the resolution passed at Parish Council's meeting in June 2015 was at the least put on hold until they had identified who the main offenders were. KR suggested installing a bag dispenser at the playing field. On a second matter KR advised there was a greater issue with litter on the Playing Field and suggested installing litter bins to stop more rubbish from accumulating. KR also spoke in relation to item 19 b. 'To receive an update on the external lighting requirements in the Village Hall Car Park'. What lighting was proposed in the Car Park as this would have an effect on the neighbouring residents. The Clerk advised that the neighbouring residents would be consulted on before the any work went ahead.</p>
5.	<p>To receive any external reports.</p> <p>PCSO Holter had reported on the theft of a black Gilera Scooter in the Church Road area during June. No other reports were received.</p>
6.	<p>Matters arising</p> <ol style="list-style-type: none"> a. To receive an update on Parish Council's website. There were no further updates to report. b. To discuss communicating with Social Media. Mr. O'Farrell was unable to attend the meeting this evening to give his overview of the Social Media available. c. To consider applications received for the casual vacancy on Parish Council. No further applications had been received to date. A Member of the public was observing the meeting with a view to applying to become a Councillor. d. To discuss the current issues with the waste collection service provided by Rother DC. It had been noted since the revised waste collection arrangements that the service in Church Road had deteriorated with collections frequently being missed. Residents had been reporting the issues to Rother DC but there had been little improvement. The Observer had recently reported on the poor waste collection service across Rother. <ul style="list-style-type: none"> ➤ RESOLVED: To report to Brenda Mason - Service Manager Community & Economy at Rother District Council, the current issues. e. To review and discuss the new 'Local Policing Model for Sussex'. Chief Inspector Warren Franklin, the Rother District Commander - East Sussex Division of Sussex Police had contacted Rother Town and Parish Councils to highlight the main points of the new 'Local Policing Model for Sussex', which would see changes to Policing across Sussex in the next 4 years. CI Franklin was inviting comments regarding the possibility of Parish Councils funding PCSOs or wardens. Parish Councils are able to precept outside the cap set at other council levels and Sussex Police were approaching Parish Councils to independently or jointly consider entering into an agreement to fund the increase in the number of PCSOs in the Rother area. Members discussed the impact and/or benefits to the parish of Catsfield. The proposed Policing

	<p>model did not state their plans or what the deployment of PCSO's was going to be. The Clerk would check with SSALC if the Parish Council had 'Powers' to raise funds for Policing without the General Power of Competence.</p> <ul style="list-style-type: none"> ➤ RESOLVED: At the present time, Parish Council does not wish to independently or jointly enter into a financial agreement with Sussex Police to increase the number of PCSOs in Rother. <p>f. To discuss a response to RDC's 'Open Space, Sport and Recreation Facilities in Catsfield' study. In 2007 Rother DC undertook a study of open space, sport and recreation facilities across the district with all town and parish councils being invited to input into the process. RDC is now seeking to ascertain which of the arising recommendations had been implemented and what other qualitative or quantitative changes had been made to open spaces, sport and recreation facilities since 2007. Members reviewed and discussed the 10 sites identified by RDC – 1 - Powdermill Lane sports ground, 2 - Powdermill Lane NSN, 3 - Catsfield Playing Field Play Area, 4 - Powdermill Lane NSN, 5 - The Green NSN, 6 - Church Road AGS, 7 - Church Catsfield, 8 - Catsfield Primary School, 9 - St Laurence Catsfield Church and 10 - Crowlands Wood.</p> <ul style="list-style-type: none"> ➤ RESOLVED: To return the form with the agreed information. <p>g. To discuss training for The Clerk. The Clerk asked if Parish Council would consider sharing the £320.00 cost of her CiLCA training with Sedlescombe Parish Council.</p> <ul style="list-style-type: none"> ➤ RESOLVED: Parish Council agreed to fund 50% of the Clerks CiLCA training at £160.00. 	
7.	<p>Neighbourhood Planning</p> <ul style="list-style-type: none"> a. To receive an update on Local Planning and Site Allocations project with Rother DC There were no further updates to report. b. To receive the results of the NHP Village Survey and Vision Statement The Clerk was continuing to analyse the information. 	
8. 8.1 8.2 8.3	<p>Planning</p> <p>To consider response to planning applications.</p> <ul style="list-style-type: none"> a. RR/2015/1354/P - The Old Hunt Stables, Catsfield Road, Catsfield TN33 9DU Klargester Bio Disc treatment plant and retention of landscaping and outbuildings around house (retrospective). Proposed entrance porch to the southern side of the existing dwelling. Proposed covered patio area to the eastern end of the existing dwelling. Proposed timber framed building/barn to east of dwelling. Proposed earth bund to roadside with temporary access. Applicant: Mr Les Sailsbury. Cllr. Thomas reported. <ul style="list-style-type: none"> ➤ RESOLVED: Parish Council supported refusal of this planning application. The bund would be an addition of an unnatural feature on the landscape. b. RR/2015/1576/P - Yew Tree Cottage, The Green, Catsfield TN33 9DJ Proposed raising of the existing roof to form a first floor bedroom. Applicant: Mr and Mrs E Bellman. Cllrs. Thomas and Scott reported on their site visit. <ul style="list-style-type: none"> ➤ RESOLVED: Parish Council had no objections to this planning proposal. <p>To receive advice of decisions on previous applications.</p> <ul style="list-style-type: none"> • RR/2015/1063/P - Hop House Cottages, The Stream, Catsfield TN33 9BB Amendment to approved plan RR/2014/2401/P - dormer window to front elevation of two storey extension. Outcome: Approved conditional (Decision Notice) Noted. • RR/2015/1106/P - 1 Ninfield Gate, Freckley Hollow, Catsfield TN33 9LU Single storey infill extension at rear. Outcome: Approved conditional (Decision Notice) Noted. • RR/2015/1141/P - Popes Acre, Potmans Lane, Catsfield TN33 9BJ Retrospective planning application for a conservatory attached to the dwelling. Outcome: Approved conditional (Decision Notice) Noted. <p>To receive advice on current enforcement orders.</p>	

8.4	<p>The following notifications had been received:-</p> <ul style="list-style-type: none"> • ENF/74/15/CAT - Land at Hop Barn - Catsfield Timber building for use as a dwelling Current Status: Information requested • ENF/77/15/BAT – Solar UK, North Trade Road, Battle Breach of conditions 6 & 16 of RR/2007/1125/P (Landscaping and boundary treatment) Current Status: Monitor conditions • ENF/92/15/BAT – Forward Wells, Peppering Eye Lane, Battle 2 Caravans, stable and summerhouse <p>Community Benefit Offer from Lightsource Renewable Energy Ltd. re: St Francis Farm Solar Farm Dev.</p> <p>a. To receive detailed proposals for the disbursement of the Community Benefit.</p> <p style="padding-left: 20px;">➤ RESOLVED: To review when the results of the NHP Village Survey had been received.</p>																																	
9.1	<p>9. Finance</p> <p>To approve and sign the following cheques:</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 5%;">a.</td> <td style="width: 60%;">Rother District Council Village Hall Rates – 4th payment</td> <td style="width: 15%;"></td> <td style="width: 20%; text-align: right;">£ 50.00</td> </tr> <tr> <td>b.</td> <td>Mr. J. Goodliffe Parish Assembly Banners</td> <td></td> <td style="text-align: right;">£ 70.08</td> </tr> <tr> <td>c.</td> <td>Kave Theatre Services New projector for Village Hall</td> <td></td> <td style="text-align: right;">£1,820.57</td> </tr> <tr> <td>d.</td> <td>Helen Kicinski Gardening – Catsfield border</td> <td></td> <td style="text-align: right;">£ 40.00</td> </tr> <tr> <td>e.</td> <td>John O’Conner Grounds Maintenance April 2015</td> <td style="text-align: right;">£328.00</td> <td></td> </tr> <tr> <td></td> <td>Grounds Maintenance May 2015</td> <td style="text-align: right;">£328.00</td> <td style="text-align: right;">£ 656.00</td> </tr> <tr> <td>f.</td> <td>Zurich Insurance Plc Annual Insurance</td> <td></td> <td style="text-align: right;">£1301.57</td> </tr> <tr> <td>g.</td> <td>Carol Hodgson Salary – May 2015</td> <td></td> <td style="text-align: right;">£ 363.55</td> </tr> </table> <p>Cllr. Overall reported that the projector was not functioning properly and payment should be withheld until rectified.</p> <p style="padding-left: 20px;">➤ RESOLVED: Payment for Kave Theatre Services was withheld. All other payments were agreed and the cheques were signed.</p>	a.	Rother District Council Village Hall Rates – 4 th payment		£ 50.00	b.	Mr. J. Goodliffe Parish Assembly Banners		£ 70.08	c.	Kave Theatre Services New projector for Village Hall		£1,820.57	d.	Helen Kicinski Gardening – Catsfield border		£ 40.00	e.	John O’Conner Grounds Maintenance April 2015	£328.00			Grounds Maintenance May 2015	£328.00	£ 656.00	f.	Zurich Insurance Plc Annual Insurance		£1301.57	g.	Carol Hodgson Salary – May 2015		£ 363.55	
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9.2	<p>To receive the monthly statement of accounts to <u>25th June 2015</u></p> <p>Received.</p>																																	
9.3	<p>To receive an update on the Clerks pension arrangements</p> <p>Waiting for further information.</p>																																	
10.	<p>Newsletter</p> <p>a. To review the latest newsletter</p> <p>The Newsletter was in progress.</p>																																	
11.	<p>Emergency Plan</p> <p>a. To receive comments on the updated procedures manual for Parish Council’s Emergency Plan.</p> <p>Cllr. Goodliffe was not available to report.</p>	JG																																
12.	<p>Highway Matters</p> <p>a. To receive an update on Parish pothole repairs and road maintenance.</p> <p>Cllr. Scott reported that the program of pothole repairs continued. (21:30 - Cllr. Tottman retired from the meeting at this point).</p> <p>b. To receive any other reports.</p> <p>Cllr. Scott reported that the results of the Highway speed checking had now been received. Highways had been asked for their interpretation of the figures. The analysis did not differentiate between the types of vehicles. Members agreed this provided good background information to build a case of the speeding issues along The Green.</p>	DS																																
13.	<p>Community Speed Watch</p> <p>a. To receive any reports.</p> <p>Cllr. Tottman would be taking over the Speed Watch from September.</p>	RT																																
14.	<p>Playing Field and Pavilion</p> <p>a. To receive an update on the car parking improvements at the playing field entrance area.</p> <p>Cllr. Scott reported that planning permission had been granted to create additional parking outside on the verge to the right of the recreation ground access road. Rother DC issued enforced changes to the specification of the materials used in the form of plastic Grasspave type construction rather than a hard surface. Cllr. Scott was obtaining quotes for the revised plan.</p> <p>b. To receive an update on a header board for the new notice board.</p> <p>Cllr. Tottman was unavailable for comment.</p>	DS RT																																

	<p>c. To receive a quote for installing a rainwater gutter system around the playing field storage shed. Cllr. Goodliffe was not available for comment.</p> <p>d. To receive an update on putting-up notices to deter littering at the playing field. Cllr. Holgate reported that the amount of litter on the playing field was appalling and a facility for disposing of rubbish was required.</p> <ul style="list-style-type: none"> ➤ RESOLVED: To investigate the options and costs for installing facilities for disposing of litter. <p>e. To receive an update on the tree root issue at 1 Parkgate Bungalows. Members discussed the outstanding issue of removing the 2 oak trees in the play area nearest to 1 Parkgate Bungalows and remained concerned that by removing the trees would be an admission of liability which Parish Council refuted.</p> <ul style="list-style-type: none"> ➤ RESOLVED: In the first instance, to obtain a quote to remove the two oak trees <p>f. To receive an update on the dog fouling problems at the playing field. Members had discussed this item with members of the public at the being of the meeting.</p> <ul style="list-style-type: none"> ➤ RESOLVED: To put on hold the decision taken at the Parish Council meeting on 3rd June 2015 requesting that 'All dogs are kept on a lead at all times in this area', pending the outcome of the 'Dog Patrol'. <p>g. To receive any other reports. There were no further reports received.</p>	<p>JG</p> <p>DS/CH</p>
15.	<p>Playground Sub-Committee</p> <p>a. To receive an update on risk assessments. Cllr. Goodliffe was not available for an update.</p> <ul style="list-style-type: none"> ➤ RESOLVED: To create a monthly rota of the Councillors to inspect the Play Area. Cllrs. Thomas and Holgate to undertake the first check. 	CT/MH
16.	<p>Hedgerows and verges</p> <p>a. To receive any reports</p> <ul style="list-style-type: none"> ➤ Cllr. Thomas had no updates to report. Highways had been maintaining the verges. A letter had been received regarding the overgrown hedge alongside part of the public footpath in Blacksmiths Lane. The area in question stretched from the electricity sub-station to the end of the narrow footpath and was growing over the grass verge and public footpath. <p>RESOLVED: To write to the landowner and ask that the hedge is cutback.</p>	
17.	<p>Open Spaces</p> <p>a. To receive any reports. There were no reports received.</p>	
18.	<p>History Centre</p> <p>a. To receive any reports. There were no reports received.</p>	
19.	<p>Village Hall Car Park</p> <p>a. To receive an update on registering the Car Park lease with Land Registry. The matter was still with Parish Council's Solicitors for response.</p> <p>b. To receive an update on the external lighting requirements in the Village Hall Car Park. Cllr. Goodliffe was not available to comment.</p> <p>c. To receive an update on the following items :</p> <ul style="list-style-type: none"> i. Signage ii. Rules and regulations iii. Risk Assessment <p>Cllr. Goodliffe was not available to comment.</p> <p>d. To receive an update on the repair work required to the perimeter fencing in the Car Park. Cllr. Goodliffe was not available to comment.</p>	<p>JG</p> <p>JG</p> <p>JG</p>
20.	<p>Village Hall</p> <p>a. To receive any reports from meetings. Cllr. Goodliffe was not available to comment.</p>	JG
21.	<p>Catsfield C of E School</p> <p>a. To receive a report. There were updates to report.</p>	

	<p>b. To receive an update on traffic calming measures outside Catsfield CEP School. Cllr. Scott reported that he was waiting to hear from Cllr. Goodliffe on preparing a local questionnaire to consult with the Village on.</p>	JG/DS
22.	<p>Any other business / reports</p> <ul style="list-style-type: none"> • Cllr. Holgate requested the following to be taken into consideration:- <ul style="list-style-type: none"> a. Inserting initials on the Agenda and Minutes against areas of responsibility b. Addressing the litter issues at the Playing Field c. Improve the visibility for road users leaving Church Road onto The Green in relation to the bus shelter outside The Old Police House. 	
23.	<p>Future Agenda Items</p> <ul style="list-style-type: none"> a. <i>Info: SECAMB Defibrillator for Pavilion.</i> b. <i>Info: Steel Framed Apex building suitable for indoor community activities on the playing field.</i> c. <i>Info: To receive an update on interim ground maintenance work in the Village to include the Millennium seat at The Stream and the Diamond Jubilee Garden.</i> d. <i>Info: To receive an update on finishing the Children's Play Area project.</i> e. <i>Info: To receive any updates on Community Energy Projects. – Invite Mr. Watson to attend in September</i> 	
	There being no further business, the meeting closed at 21:46	

Chairman.....

Date.....