

CATSFIELD PARISH COUNCIL

Minutes of the Meeting held on Wednesday 1st November 2017 in Hermon Cottage

Present:

Cllr. John Overall (Chairman)-in part
Cllr. Chris Thomas(Vice-Chair)

Cllr. David Scott
Cllr. Martin Holgate

Cllr. Sean Edwards
Mrs Carol Hodgson (Clerk/RFO)

District Cllr. Gary Curtis

Item	Agenda Item
1.	<p>To receive apologies for absence. Apologies were received from County Cllr. Kathryn Field and Cllr. Julian Goodliffe.</p>
2.	<p>Public participation session re matters on the Agenda at the Chairman's discretion. There were no members of the public present.</p>
3.	<p>To receive declarations of interest on agenda items. There were no declarations of interest received on agenda items.</p>
4.	<p>To approve the minutes of the Parish Council meeting on 4th October 2017 RESOLVED: That the Chair of the meeting is authorised to sign the Minutes for 4th October 2017.</p>
5.	<p>To receive any external reports. District Cllr. Gary Curtis reported: Road improvements had now been completed along Potmans Lane including clearing and partly resurfacing the road. Last week Cllr. Curtis had the privilege of a tour of the Houses of Parliament. There had been a spate of thefts at Catsfield Village Store. With the aid of CCTV Sussex Police had been able to make arrests. Cllr. Curtis had also brought this to the attention of MP Huw Merriman who raised a question in the House of Commons regarding rural crime. Cllr. Thomas also reported that vegetables for sale outside Redcoat Orchard had also been stolen. Cllr. Curtis had not recently taken part in the Catsfield Speed Watch, but had witnessed with other residents a Sainsbury home delivery van parked on the zigzag lines up to the zebra crossing and across the pavement. After speaking to driver who chose to take no notice, one of the residents reported the incident to the Police. A temporary road closure was in place for Horns Corner on 18th and 19th November for BT to undertake some work and at Telham Lane for the same period. Parish Council asked if Cllr. Curtis could look into the following:</p> <ul style="list-style-type: none"> • Several very large adverts from private school - mainly by Battle Abbey and Claremont - were dotted all over the countryside. • Councillors were concerned with the 'reason' for refusing planning permission of an animal barn at Henley Down Farm. The grounds for refusal were based on access alone although several other factors should have been taken into consideration. • The new parking meters installed by Rother DC are very difficult to use and the number of disabled parking bays has been extended in the Mount Street car park which are very often vacant when other parking is unavailable.
6.	<p>Matters arising</p>
6.1	<p>To receive any applications for the casual vacancy on Parish Council. There were no further updates to report.</p>
6.2	<p>To receive an update on refurbishing the BT Kiosk on The Green – opposite the Village Shop. There were no updates to report on obtaining an estimate for the work to be carried out. Cllr. Holgate would forward details of a decorator to the Clerk.</p>
6.3	<p>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 900th Anniversary of 1066. The Clerk was waiting for a response and quote from Ricochet Signs. Cllr. Holgate recommended contacting Thompson Signs.</p>
7.	<p>Planning</p>
7.1	<p>To consider response to planning applications.</p> <p>a. RR/2017/2086/P - Broomham Cottage, The Green, Catsfield TN33 9DL Erection of private gym building for sole use of owner. Cllr. Thomas reported. RESOLVED: Parish Council objects to this planning proposal. It is a very large building which will have an impact on the landscape and neighbouring properties. The structure will also be visible from the 1066 Country Walk footpath.</p>
7.2	<p>To receive advice of decisions on previous applications.</p> <ul style="list-style-type: none"> • RR/2017/1769/P - 1 Forestry Cottages, Crowders Lane, Catsfield TN33 9LR Change of use from pasture to include a 20 x 40 metre outdoor riding arena for private use. Outcome: APPROVED CONDITIONAL as per decision notice 23-Oct-17

7.3	To receive advice on current enforcement orders. No current notifications had been received.	
8.	Local Action Plan To receive an update on the Catsfield 'Local Action Plan' (Re: The Catsfield Parish Survey). There were no further updates to report.	
9.	Newsletter To receive any updates. Members agreed to defer sending a Newsletter until the results of the East Sussex Highways Feasibility Study for the proposed Traffic Calming at Skinners Lane, Church Lane and The Green had been received as a public consultation may be needed.	
10.	Highway Matters	
10.1	Church Road: To receive any updates on the traffic calming project outside Catsfield School. Cllr. Scott reported that he was waiting to hear back from East Sussex Highways.	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. Cllr. Scott reported that he had chased East Sussex Highways for a response but had not received a response yet.	DS
10.3	To receive any other reports. There were no further reports received.	
11.	Hedgerows and verges	
11.1	To receive any reports Cllr. Thomas reported that no complaints had been received in relation to hedgerows and verges. Local contractors were currently out cutting farmland hedges.	CT
12.	Community Speed Watch To receive any reports. Cllr. Edwards reported that Keith Robertson was out of action at present, but they had managed to pull a team together and access the Police Speed Gun for a recent session.	
13.	Playing Field and Pavilion	
13.1	To receive an update on providing seating and a handrail rail outside the Pavilion. Cllr. Goodliffe was not available for comment.	JG
13.2	To receive an update on proposed storage facilities at the Recreation Ground for the CTA. Cllr. Scott reported that he was waiting to hear back from the garage suppliers with an updated quote for the supply of the storage extension.	DS
13.3	To receive a response from Pass+Move in relation to Parish Council's proposed annual hire arrangements of Catsfield Playing Field and Pavilion for the year beginning April 2018. No response had been received. The Clerk was asked to chase for a response before the next meeting.	
13.4	To receive any other reports. There were no further reports received.	ALL
14.	Playground Sub-Committee	
14.1	To receive the latest Recreation Ground Inspection. Cllrs. Thomas and Holgate had carried out a monthly inspection. Cllr. Thomas reported that the verge was 'muddied-up' along the verge by the Children's Play Area possibly by vehicles. The playing field was looking very tidy and no dog poo was found. The latch on the pedestrian entry gate still need mending. Cllrs. Thomas and Holgate agreed to fit the new latch when it arrived. Additional plastic bolt covers were still needed for the Little Hamlets. Cllr. Thomas provided measurements for the area outside the Pavilion for which 'Grasscrete' was to be laid. The cost of the complete package was £187.00 + vat. The hole at the bottom of the Recreation Ground driveway was growing and needed urgent repair. Cllr. Scott reported that he had emailed 'Hockleys' about the surface outside the Playing Field. RESOLVED: To purchase a complete 'Grasscrete' Package from Suregreen at a cost of £187.00 + VAT for installation outside the Pavilion. To purchase a bulk bag of No.1 sub base to fill the hole at the bottom of the Recreation Ground driveway.	CT/MH
14.2	To receive an update on any tree work requirements in the Children's Play Area During his routine Recreation Ground inspection Cllr. Thomas noted a broken branch on a tree adjacent to the Little Hamlets play equipment which needed removing. There had been no response from Bexhill Tree Surgeons on the performing a tree inspection. Cllr. Curtis offered to contact them.	
15.	Open Spaces	
15.1	To receive any reports. There were no reports received.	DS

16.	History Centre To receive any reports. There were no reports received.	JO									
17.1	Village Hall Car Park To receive an update on the external lighting requirements in the Village Hall Car Park. Cllr. Goodliffe was not available to report.	JG									
17.2	To receive an update on Signage, Rules and regulations and a Risk Assessment. Cllr. Goodliffe was not available to report.	JG									
18.1	Village Hall To receive any reports. Cllr. Goodliffe was not available to report.	JG									
18.2	To receive an update the Village Hall LED lighting scheme. RESOLVED: To recommend that the Village Hall Committee accepts the quote from Jennery Associates Ltd amounting to £6,786.04 to install LED lighting throughout the Village Hall and Hermon Cottage as detailed in their estimate of 30th August 2017. Parish Council agrees to fund the total cost of £6,786.04.	JG									
19.1	Finance and Audit and Legal To approve and sign the following cheques: <table border="0" data-bbox="220 698 1337 801"> <tr> <td>a. J W Fencing and Forestry</td> <td>Grounds Maint VH Car Park Oct17</td> <td>£ 50.00</td> </tr> <tr> <td>b. SSALC Ltd</td> <td>ESALC Conference - Clerk</td> <td>£ 48.00</td> </tr> <tr> <td>c. Mrs. C. Hodgson</td> <td>Salary – October 17</td> <td>£463.46</td> </tr> </table> The following cheques were also raised: <ul style="list-style-type: none"> ▪ SSALC £126.00 for SSALC Autumn Conference and Clerks Networking Day. Reason: To meet supplier terms. ▪ Streetlights £287.38 for 2nd payment of annual street light maintenance. Reason: To meet supplier terms. RESOLVED: All cheques were approved for payment	a. J W Fencing and Forestry	Grounds Maint VH Car Park Oct17	£ 50.00	b. SSALC Ltd	ESALC Conference - Clerk	£ 48.00	c. Mrs. C. Hodgson	Salary – October 17	£463.46	
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b. SSALC Ltd	ESALC Conference - Clerk	£ 48.00									
c. Mrs. C. Hodgson	Salary – October 17	£463.46									
19.2	To receive the monthly statement of accounts to 30th October 2017 RESOLVED: That the monthly statement of accounts to 30th October 2017 was received.										
19.3	To receive the bank reconciliation to 30th October 2017 RESOLVED: That the bank reconciliation to 30th October 2017 was received.										
19.4	To consider reappointing Mr. Keith Robertson as Internal Auditor for the year ending 31st March 2017 RESOLVED: To ask Mr. Keith Robertson to act as Internal Auditor for the year ending 31st March 2017										
20.1	Staff Recruitment To receive an update on recruiting a new Clerk / RFO SALC had been instructed on recruitment requirements. The post was advertised on SALC's website and on the village, notice boards. Closing date for applications was 24 th November 2017 and interviews would be scheduled for week commencing 4 th December 2017.										
21.	Any other business / reports / future agenda items / correspondence <ul style="list-style-type: none"> • To receive a report on the October RALC Meeting Cllr. Holgate reported on the October RALC Meeting. Sussex Police Inspector would attend Annual Meetings if Town and Parish Councils let him know when they were due to take place. Malcolm Johnson - Executive Director of Resources at Rother DC- advised they were looking at the proposed new Data Protection regulations coming into effect next May 2018. A presentation was given on Rother DC's new waste contract which will run for 10 years. • To receive a report on the GDPR coming into force on 25th May 2018 Members were circulated with a summary of the current information available. • Fr. Michael Brydon had asked if a Member of Parish Council would be available to lay the Wreath at St. Laurence Church at the Remembrance Day service. Cllr. Edwards was nominated and happily agreed to represent the Parish Council. 	MH									
There being no further business the meeting closed at 21:50											

Chairman.....

Date.....