

CATSFIELD PARISH COUNCIL

Minutes of the Meeting held on Wednesday 4th August 2015 in Hermon Cottage

Present: Cllr. John Overall (Chairman) Cllr. Julian Goodliffe County Cllr. Kathryn Field Cllr. Chris Thomas Cllr. Martin Holgate District Cllr. Gary Curtis Cllr. David Scott Mrs Carol Hodgson (Clerk/RFO) 12 Members of the public		Apologies: Cllr. Rachel Tottman PCSO Daryl Holter
No.	Agenda Item	Action
1.	Apologies and reasons for absence. Cllr. Tottman was on annual leave. PCSO Holter was not on duty	
2.	Members to agree the minutes of the Parish Council meeting on 1st July 2015 The minutes were agreed and signed.	
3.	To receive declarations of interest on agenda items. Cllr. Goodliffe declared a personal interest in:- <ul style="list-style-type: none"> Matters relating to the Village Hall as a Trustee and Parish Council's representative. Cllr. Holgate declared a personal interest in:- <ul style="list-style-type: none"> Item 8.1a RR/2015/1641/P - Wyland Farm, Powdermill Lane, Catsfield TN33 0SU, as a landowner bordering Wyland Farm. 	
4.	Public participation session re matters on the Agenda at the Chairman's discretion. 12 Members of the public were attending in relation to planning matters. The Chairman agreed to adjourn the meeting at the planning stage to allow those attending to speak.	
5.	To receive any external reports. <ul style="list-style-type: none"> Cllr. Field reported: ESCC Children Services was reviewing the outcome of their 3 year programme of budget cuts which was approaching the end of its cycle. The next 3 year cycle was due to start. Cllr. Field had been on visits to Children's Centres to assess the effect of the cuts. The Scrutiny Committee had identified potential savings on the 'Home to School Transport Scheme', whilst taking into consideration the need to keep vulnerable people safe. Cllr. Curtis reported: Waste collection was currently a big issue following a major restructuring within Kier – RDC's contractor. It was envisaged all will settle down in a short space of time. Cllr. Curtis was collecting case studies to present to the next RDC meeting. Any issues with waste collection can be reported on RDC's website which helps with tracking. Those without access to the internet can go to the Town Hall in Bexhill or ring through to customer services. Members felt the online forms are very complicated. Cllr. Field had been contacted by a resident in Skinners Lane. Cllr. Curtis advised that Rother DC were having to make a lot of cutbacks on a weekly basis. 	
6.	Matters arising <ol style="list-style-type: none"> To receive an update on Parish Council's website. There were no further updates to report. To consider applications received for the casual vacancy on Parish Council. No further applications had been received. The Clerk would take advice from Rother DC Electoral Services on the next steps. To receive an update on reporting the current issues with the waste collection service provided by Rother DC. Cllr. Curtis reported under agenda item 5 that Rother DC was aware of the problems and asking residents to report to them any missed collections etc. which would assist their tracking. 	
7.	Neighbourhood Planning <ol style="list-style-type: none"> To receive an update on Local Planning and Site Allocations project with Rother DC There were no further updates to report. To receive the results of the NHP Village Survey and Vision Statement There were 135 responses to the Survey and all the information had been analysed out. <ul style="list-style-type: none"> ➤ RESOLVED: To make the main focus of the next Parish Council in September 2015 to reviewing the information collated on the survey forms. 	
8.	Planning	
8.1	To consider response to planning applications. <ol style="list-style-type: none"> RR/2015/1641/P - Wyland Farm, Powdermill Lane, Catsfield TN33 0SU Continued use of the site for 9 touring caravans & tents for recreational purposes. Applicant: Yesterday's World Limited T/A Wyland International Angling Wyland Farm The Chairman adjourned the meeting at 20:00 to allow members of the public to speak. 	

	<p>Mr Parker considered the planning application ‘brief’ for a complicated situation. He continued that the 9 touring caravans are currently illegal. Several planning applications, relative to the current, have been submitted from 2010 to date, all of which have been refused by RDC due to the harmful visual effect in the High Weald Area of Outstanding Natural Beauty. There still remains an outstanding Enforcement Notice issued by RDC to remove the caravans and find a new site. Mr. Parker felt that RDC should refuse this application again, for the same reasons as in the past. The area in question is also based on 3 times the size of the original site which is subject to the Enforcement Notice. There are other areas where the caravans could be placed within Wylands. The meeting reconvened at 20:15</p> <p>Cllr. Thomas reported on the application.</p> <ul style="list-style-type: none"> ➤ RESOLVED: Parish Council objects to this planning proposal. The location for the touring caravans and tents has a detrimental visual impact on the High Weald AONB. There is also cause to believe that not all the caravans in situ are touring caravans. This touring site has also been the subject of an Enforcement Notice which Parish Council is no aware of being discharged. <p>b. RR/2015/1745/P - Catsfield Road - Land to East of, Catsfield TN33 9BB Installation of solar farm and associated infrastructure (with a potential capacity of 3.8 megawatts of electricity at its peak). Applicant: Iota Solar Ltd Grenville Court Britwell Road Burnham Buckinghamshire SL1 8DF The Chairman adjourned the meeting at 20:25 to allow members of the public to speak. Comments from Members of the public: There is very limited information on the new proposal and not much new information it is basically the same scheme. It was noted that the development is not so close to Tilton - which is a Heritage Asset - as in previous applications. The scheme has a 25 year life and then is supposed to revert back to agricultural land. The greatest concern was with the landscaping impact and the close proximity to two other Solar Farms at St Francis Farm and Pashley Farm. This was a serious loss of agricultural land locally. The meeting reconvened at 20:45 Cllr. Thomas reported. The previous application RR/2015/142/P is subject of an appeal. Cllr. Overall reminded those present that comments from previous applications were not taken into consideration and would need to be resubmitted on the current application.</p> <ul style="list-style-type: none"> ➤ RESOLVED: Parish Council continues to object to this planning proposal for a Solar Farm. Though the scheme has been reduced in capacity, it is difficult to discern any difference to the previous applications. The development will still have a significant adverse visual impact on the landscape. <p>8.2 To receive advice of decisions on previous applications.</p> <ul style="list-style-type: none"> a. RR/2015/1155/P - Land adj Catsfield Recreation Ground, Powdermill Lane, Catsfield Provide a tarmac surfaced parking area for 4 vehicles. Outcome: Approved conditional (Decision Notice) Noted <p>8.3 To receive advice on current enforcement orders.</p> <ul style="list-style-type: none"> • ENF/126/14/CAT - Horns Hill Bungalow, Main Road, Catsfield Possible Breach Of Condition 2 Of Rr/2011/357/P (Granted On Appeal) – Landscaping Current Status: Monitor site Noted • ENF/108/15/CAT - Southwood Cottage, Potmans Lane, Catsfield Use Of Annex, Caravan And Outbuilding As A Separate Dwelling Current Status: No Further Action - No breach of planning control RESOLVED: To ask Rother DC for further information as the description suggests there is a breach of planning control. <p>8.4 Community Benefit Offer from Lightsource Renewable Energy Ltd. re: St Francis Farm Solar Farm Dev.</p> <ul style="list-style-type: none"> a. To receive detailed proposals for the disbursement of the Community Benefit. Members were collating information for the schemes put forward to date. <ul style="list-style-type: none"> ➤ RESOLVED: To review the proposed schemes against the results of the NHP Village Survey. 	
9. Finance	9.1 To approve and sign the following cheques:	
	a. Kave Theatre Services New projector for Village Hall	£1,820.57

	<p>b. Rother District Council Village Hall Rates – 5th payment £ 50.00</p> <p>c. Rother District Council Parish Elections May 2015 £ 141.35</p> <p>d. ESCC 7 day temporary speed survey £ 480.00</p> <p>e. SSALC Ltd New Councillor Training £ 60.00</p> <p>f. John O’Conner Grounds Maintenance June 2015 £328.00</p> <p>Grounds Maintenance July 2015 £328.00 £ 656.00</p> <p>g. Mrs P Putland History Group – Printing supplies £ 43.98</p> <p>h. Bexhill Tree Surgeons Tree removal 2 Oak + 1 Silver birch at Play Area £ 480.00</p> <p>i. J W Fencing Replace 2 posts at Play Area £ 175.00</p> <p>j. Carol Hodgson Salary – July 2015 £363.55</p> <p>HMRC – PAYE Q1 £ 29.80</p> <p>HP Inkjet Cartridges £ 62.50</p> <p>2 x Gopak tables for Pavilion £226.15</p> <p>CiLCA Training 50% shared costs £160.00 £ 842.00</p> <p>Cllr. Overall reported that the projector was not functioning properly and payment should be withheld until rectified. Cllr. Overall will make contact with Kave Theatre Services.</p> <p>➤ RESOLVED: Payment for Kave Theatre Services was withheld. All other payments were agreed and the cheques were signed.</p>	
9.2	<p>To receive the monthly statement of accounts to 31st July 2015</p> <p>Received and noted.</p>	JO
10.	<p>Newsletter</p> <p>a. To review the latest newsletter</p> <p>The Newsletter would need to be revised as the contents were now out-of-date with regard to the Summer Flower Show and Fete.</p>	
11.	<p>Emergency Plan</p> <p>a. To receive any further updates.</p> <p>Cllr. Goodliffe had no updates to report.</p>	JG
12.	<p>Highway Matters</p> <p>a. To receive an update on traffic calming measures outside Catsfield CEP School.</p> <p>Cllr. Goodliffe’s consultant was not available to prepare the consultation document.</p> <p>➤ Cllr. Scott will prepare a consultation document for the proposed traffic calming scheme outside Catsfield CEP School.</p> <p>b. To discuss the results of the Speed Survey on The Green.</p> <p>Cllr. Scott had received feedback on the speed survey results from Brian Banks - Team Manager Road Safety at ESCC. Mr. Banks reported that the average speeds were 'acceptable' and within the normal result they would expect from a 30 mph speed limit with no engineering features. The 85th percentile speeds were a little bit high but not unusual for a rural speed limit within a village. The number of vehicles exceeding the speed limit by a considerable margin was a cause for concern and suggested approaching Sussex Police to see if any local enforcement could be targeted to those times that it occurred the most. There had only been 2 slight injury crashes recorded within the village 30mph speed limit over the last three years, so this would not be a site that Highways would identify for attention. However, they would be willing to work with the Parish Council to see if there are any low cost remedial measures that could be implemented that would influence driver behaviour through the village, though the system of street lighting along the B2204 would exclude the use of speed limit repeater / reminder signs. Members noted that various speed signs in the Village were being obscured by landowner hedges / trees.</p> <p>RESOLVED: Cllr. Scott to meet Brian Banks in Catsfield during September to discuss low cost remedial measures to influence driver behaviour through the Village.</p> <p>c. To discuss if the visibility can be improved for traffic leaving Church Road onto The Green.</p> <p>Cllr. Holgate had raised further concerns regarding the Bus Shelter impairing the visibility of traffic exiting Church Road onto The Green. In normal conditions the traffic could be observed through the Perspex sides of the bus shelter but this material was prone to misting and was beginning to generally deteriorate.</p> <p>➤ RESOLVED: To remove the Perspex sides to help improve the visibility.</p> <p>d. To receive any other reports.</p> <p>No further reports were received.</p>	<p>DS</p> <p>DS</p> <p>DS</p>

13.	<p>Community Speed Watch</p> <p>a. To receive any reports. Cllr. Tottman was not available for comment</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. Cllr. Scott reported that following planning permission he was trying to obtain quotes for the work. A licence would be required from ESCC Highways to carry out the work at a cost of £275.</p> <p>b. To receive an update on a header board for the new notice board. Cllr. Tottman was not available for comment.</p> <p>c. To receive a quote for installing a rainwater gutter system on the playing field storage shed. Cllr. Goodliffe was waiting to hear back on a quote.</p> <p>d. To discuss re-installing a litter collection service at the playing field. The Clerk had liaised with neighbouring Parish Council's on their system of litter collection. The majority had arrangements with their Ground Maintenance providers. Cllr. Scott had looked into the commercial litter collecting arrangements. ➤ RESOLVED: To trial a one year contract with Sure Waste Ltd to provide a 660ltr bin to be emptied fortnightly at a total cost of £312 + VAT for the year. Additional collections can be requested at £12 + VAT per collection.</p> <p>e. To receive an update on the tree root issue at 1 Parkgate Bungalows. A quote had been obtained to remove the 2 oak trees in the Children's Play Area which Innovation Property (UK) Ltd (the insurers of 1 Parkgate Bungalows) had cited as being part of the cause of the subsidence to the extension on the property. The quote from Bexhill Tree Surgeons was £300 + VAT. BTS had also noted whilst on site that the silver birch near the group of 3 oak trees had died back in the top and on inspection the tree had severe rot in the base and needed removing as it could cause damage to public safety. The removal cost would be £100 + VAT. Both the quotes had been generously subsidised by Bexhill Tree Surgeons. Members had agreed prior to the meeting to go ahead with the tree work – due to the danger imposed by the silver birch. Innovation Property (UK) Ltd had been advised that Parish Council has done the work as an act of goodwill and do not accept any liability to the subsidence of 1 Parkgate Bungalows. ➤ RESOLVED: To ratify the decision for Bexhill Tree Surgeons to remove the 2 oak trees and 1 silver birch in the Children's Play Area at a cost of £400 + VAT.</p> <p>f. To receive any updates on the dog fouling problems at the playing field. The 'Dog Poo Patrol' continued to monitor the dog fouling on the playing field and reported that it was improving. Cllrs. Other reports were still being received that there still remained a lot of dog fouling taking place at the Recreation Ground. <i>(Amendment: Cllrs. Thomas and Holgate had noted during their routine risk assessment that there was no dog poo present on the recreation ground).</i></p> <p>g. To receive any other reports. No further reports were received.</p>	DS RT JG
15.	<p>Playground Sub-Committee</p> <p>a. To receive an update on risk assessments. Cllrs. Holgate and Thomas reported on their risk assessment of the Recreation Ground and Play Area. Items for noting: Fire Extinguishers need servicing. The brackets and metal work on items of the play equipment are rusting. Members agreed this needs addressing by Playdale and should be done under their warranty. The 'self-closers' on the play area gate and main gate are not working.</p>	
16.	<p>Hedgerows and verges</p> <p>a. To receive any reports Cllr. Thomas reported that hedges and verges are in a poor state at the moment. The overgrown verges along Potmans Lane have severely narrowed the road and need Highways to cut them back.</p>	CT/RT
17.	<p>Open Spaces</p> <p>a. To receive any reports. No reports were received.</p>	DS
18.	<p>History Centre</p> <p>a. To receive any reports. No reports were received.</p>	
19.	<p>Village Hall Car Park</p>	

	<p>To receive an update on registering the Car Park lease with Land Registry. Based on Rother DC's title plan Parish Council had requested Land Registry to grant absolute leasehold title for the land tinted blue with good leasehold for the land tinted brown. Land registry had advised that the land shown tinted brown on RDC's title plan fell outside their title and is unregistered. PC would need to make a first registration application and notice would be served on ESCC as the land appeared to form part of the highway.</p> <p>➤ RESOLVED: Parish Council will instruct the Solicitors to confirm a first registration application of the land tinted brown on RDC's title plan of the Village Hall Car Park.</p> <p>a. To receive an update on the external lighting requirements in the Village Hall Car Park. Cllr. Goodliffe was waiting for confirmation of the registering of the Car Park Lease with Land Registry before moving forward to applying for planning permission to install a column light.</p> <p>b. 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 waiting on information from Lisa Hayward-Bartlett - Neighbourhood Services – Operations Team Leader (Community & Economy) at Rother DC.</p> <p>c. To receive an update on the repair work required to the perimeter fencing in the Car Park. Cllr. Goodliffe was waiting to hear back from Littlewood Fencing regarding a quote.</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 unable to attend the last Village Hall meeting and had no updates to report.</p>	<p>JG</p>
22.	<p>Any other business / reports</p> <ul style="list-style-type: none"> • Cllr. Holgate had attended a SALC training seminar for new Councillors. • Cllr. Holgate had attended the latest RALC meeting. Cllr. Richard Jessop from Battle Town Council was due to meet with Katy Bourne - Police & Crime Commissioner for Sussex Police to discuss the recent email received by local councils to consider funding PCSO's and Wardens. 	
23.	<p>Future Agenda Items</p> <ul style="list-style-type: none"> <i>a. Info: SECAMB Defibrillator for Pavilion.</i> <i>b. Info: Steel Framed Apex building suitable for indoor community activities on the playing field.</i> <i>c. 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> <i>d. Info: To receive an update on finishing the Children's Play Area project.</i> <i>e. Info: To receive any updates on Community Energy Projects. – Invite Mr. Watson to attend in September</i> <i>f. Info: To discuss communicating with Social Media – September meeting</i> <i>g. Info: To receive an update on the Clerks pension arrangements – waiting information</i> 	
There being no further business, the meeting closed at 21:46		

Chairman.....

Date.....