

CATSFIELD PARISH COUNCIL

Minutes of the Meeting held on Wednesday 5th July 2017 in Catsfield Village Hall

Present: Cllr. John Overall (Chairman) Cllr. David Scott Mrs Carol Hodgson (Clerk/RFO) Cllr. Chris Thomas(Vice-Chair) Cllr. Martin Holgate District Cllr. Gary Curtis Cllr. Julian Goodliffe Cllr. Sean Edwards		Apologies: County Cllr. Kathryn Field
Item	Agenda Item	
Members and Cllr. Curtis had met at 7pm on site at Catsfield Recreation Ground to consider Agenda items 13 a, b, c & d.		
1.	To receive apologies for absence. Apologies were received from County Cllr. Kathryn Field.	
2.	Public participation session re matters on the Agenda at the Chairman's discretion. There were no members of the public present.	
3.	To receive declarations of interest on agenda items. Cllr. Goodliffe declared a personal interest in: Item 18 – Village Hall as a Trustee and Parish Council’s representative	
4.	To approve the minutes of the Parish Council meeting on 7th June 2017 RESOLVED: That the Chair of the meeting is authorised to sign the Minutes for 7th June 2017	
5.	To receive any external reports. Cllr. Curtis reported that District Council are looking to install charging points for electric cars. There have been a few burglaries in the village and residents are being warned to be extra vigilant. July is ‘Scam Awareness Month’ a campaign encouraging people to report and talk about scams. There have been a few local issues with ‘Horse Marking’. Cllr. Curtis has been participating in the Catsfield Speedwatch. Cllr. Curtis has been receiving reports of large vans travelling too fast through the Village. To enable him to follow up on these incidents he as much information as possible i.e. registration number, make / model of the vehicle, company name if available and the approximate time and place of the incident. With this information, he will directly approach the companies concerned. Cllr. Overall commented on the poor design of the screen of the parking meter in Market Square Car Park in Battle.	
6.	Matters arising <ol style="list-style-type: none"> a. To receive any applications for the casual vacancy on Parish Council. There were no further updates to report. b. To receive an update on adopting the BT Kiosk on The Green – opposite the Village Shop. Parish Council was waiting for confirmation from BT that the telephony equipment had been removed and was ready to be taken over. c. 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. Parish Council was waiting to hear back from Father Michael on the wording for the information board / plaque. Cllr. Overall had removed the ivy from the oak tree in question. d. To discuss the annual RoSPA Play Safety Inspection Report Members had received a copy of the report prior to the meeting. Cllrs. Thomas and Holgate had reviewed the issues raised by Playsafety Ltd during the routine Playground Inspection but not all of them could be identified. The report had raised ‘low risk’ issues which not considered a health and safety issue. RESOLVED: To ask Bexhill Tree Surgeons to check the trees in the play area and recommend any work required. e. To perform an annual review of the Risk Register and Risk Schedule Members had received a copy of the Risk Register and Risk Schedule prior to the meeting. Items were noted for update and approval at the next meeting. f. To discuss the pond at Henley Down. Parish Council had received a request from a resident in Henley Down to clear the ‘Village Pond’ at Henley Down as it had been neglected and was now in a poor state. Parish Council believed it was Highways responsibility to maintain the pond as it acted as a land drainage for the highway and had deteriorated due to the contaminated waste coming off the road. Previous applications had been made to land registry but the ownership of the pond had never been established. Members were not aware of Parish Council making a claim for ownership but had, in collaboration with local groups and residents assisted with tidying-up the pond. RESOLVED: Parish Council does not have a responsibility of maintaining the pond at Henley Down. 	JO/MH

	<p>g. To discuss waste collection services in Catsfield</p> <p>i. Garden Waste collection service Complaints had been received about the brown Garden Waste Bins being prone to splitting, especially during the emptying process into the collection vehicle. Parish Council had been advised that Rother DC's Customer Service had not always been too helpful with residents reporting the issue. RESOLVED: Cllr. Curtis will contact the Customer Services department regarding the handling of residents with damaged brown waste bins.</p> <p>ii. Recycling facilities in the Village Hall Car Park The glass, paper and plastics recycling bins in the Village Hall Car Park were frequently overflowing as they were not being emptied on a regular basis. Reports had been received of young children climbing on the top of the recycling bins and smashing glass bottles on the surface of the car park. These bins were not locked and easy to access. RESOLVED: Cllr. Curtis will refer the issues with the recycling bins not being emptied and the unsecured glass recycling bins to Rother DC's Waste and Recycling Department.</p>	
<p>7. 7.1 7.2 7.3</p>	<p>Planning</p> <p>To consider response to planning applications.</p> <ul style="list-style-type: none"> No new planning applications received as at 29th June 2017 Members were advised that further amendments had been made to planning application RR/2017/1105/P – a proposed animal barn and alteration of levels to accommodate including external fodder storage at Henley Down Farm, Watermill Lane, Catsfield. RESOLVED: Members to review the new information and agree a further response if required. <p>To receive advice of decisions on previous applications.</p> <ul style="list-style-type: none"> RR/2017/938/P - Black Cottage, Henley Down, Catsfield TN33 9BN Provision of garage doors to existing covered car parking and erection of two bay covered car parking. Outcome: APPROVED CONDITIONAL as per decision notice 6th June 2017 Noted. <p>To receive advice on current enforcement orders. No current notifications had been received.</p>	
<p>8.</p>	<p>Local Action Plan</p> <p>a. To receive an update on the Catsfield 'Local Action Plan' (Re: The Catsfield Parish Survey). There were no further updates to report.</p>	
<p>9.</p>	<p>Newsletter</p> <p>a. To receive any updates. Members were circulated a copy of the next newsletter for their review and comments.</p>	
<p>10.</p>	<p>Highway Matters</p> <p>a. Church Road: To receive any updates on the traffic calming project outside Catsfield School. Cllr. Scott reported that he was still waiting to hear back from East Sussex Highways. RESOLVED: To ask County Cllr. Kathryn Field to obtain an update.</p> <p>b. Traffic calming proposals at Skinners Lane, Church Lane and The Green.</p> <p>i. To receive an update on the ESCC Highways feasibility study Cllr. Scott was preparing the application to East Sussex Highways to perform the feasibility study.</p> <p>ii. To consider including an extension of the 40mph limit from The Green up to Powdermill Lane to Catsfield Road, incorporating the 'Parkgate bends'. Cllr. Scott reported that as part of the next proposed traffic calming project incorporating Skinners Lane, Church Lane and The Green the aim was to try and extend the reduced speed limits as far out as possible, including to the Catsfield boundary in Powdermill Lane.</p> <p>c. The Stream: To receive any updates on improving the road signage. There were no further updates to report.</p> <p>d. To receive any other reports. There were no further reports received.</p>	<p>DS</p> <p>DS</p> <p>SE</p>
<p>11.</p>	<p>Hedgerows and verges</p> <p>a. Overgrown verges affecting footpaths</p> <ul style="list-style-type: none"> To receive an update on the reported footpaths from Catsfield Stream to Skinners Lane. Cllr. Scott reported that East Sussex Highways had requested further information as they were only able to deal with inaccessible footpaths. Cllr. Goodliffe had taken photographs of the area's affected and these would be forwarded on to Highways. 	<p>DS/JG</p> <p>SE</p> <p>CT</p>

	<p>Cllr. Goodliffe was reviewing the health and safety requirements for the Village Hall. A report had been received of a tile falling off the Village Hall roof facing Church Road.</p> <p>b. To receive an update on the application from the Village Hall Committee for a grant towards the cost of the LED lighting scheme.</p> <p>Cllr. Goodliffe reported that he was currently looking at alternative quotes for the LED lighting scheme throughout the Village Hall and Hermon Cottage.</p>	JG JG																		
19.	Finance and Audit																			
19.1	<p>To approve and sign the following cheques:</p> <table border="0"> <tr> <td>a. Surewaste (Sussex) Ltd</td> <td>Waste collection Recreation Ground</td> <td>£ 70.20</td> </tr> <tr> <td>b. J W Fencing and Forestry</td> <td>Grounds Maint VH Car Park June 2017</td> <td>£ 50.00</td> </tr> <tr> <td>c. John O'Conner</td> <td>Grounds Maint. June 2017</td> <td>£306.85</td> </tr> <tr> <td>d. Playsafety Ltd</td> <td>RoSPA Annual Play Safety Inspection</td> <td>£ 88.20</td> </tr> <tr> <td>e. Mrs. C. Hodgson</td> <td>Salary – June 17</td> <td>£483.26</td> </tr> <tr> <td>f. Mr. C. Bryant</td> <td>Internal redecoration of Pavilion</td> <td>TBC</td> </tr> </table> <p>A cheque had not been drawn for item 19.1f in favour of Mr. C. Bryant as the work was still in progress. The following cheque was also raised:</p> <ul style="list-style-type: none"> Action in Rural Sussex. Annual Membership £50.00. Reason: To meet supplier terms. 	a. Surewaste (Sussex) Ltd	Waste collection Recreation Ground	£ 70.20	b. J W Fencing and Forestry	Grounds Maint VH Car Park June 2017	£ 50.00	c. John O'Conner	Grounds Maint. June 2017	£306.85	d. Playsafety Ltd	RoSPA Annual Play Safety Inspection	£ 88.20	e. Mrs. C. Hodgson	Salary – June 17	£483.26	f. Mr. C. Bryant	Internal redecoration of Pavilion	TBC	
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19.2	<p>To approve an application for funding from the Transparency Fund to assist with the cost of making Catsfield Parish Council compliant with the Transparency Code for Smaller Authorities (those with a turnover of less than £25,000)</p> <p>RESOLVED: Approved to submit an application for funding from the Transparency Fund to assist with the staff costs of making Catsfield Parish Council compliant with the Transparency Code for Smaller Authorities.</p>																			
19.3	<p>To receive the monthly statement of accounts to 29th June 2017</p> <p>RESOLVED: That the monthly statement of accounts to 29th June 2017 were received.</p>																			
19.4	<p>To receive the bank reconciliation to 29th June 2017</p> <p>RESOLVED: That the bank reconciliation to 29th June 2017 was received.</p>																			
20.	<p>Any other business / reports / future agenda items / correspondence</p> <ul style="list-style-type: none"> An email had been circulated to RALC representatives asking if Town and Parish Council's would consider supporting the MRI Scanner appeal at Conquest Hospital. The cost of obtaining a scanner was in the region of £1m of which £800,000 had already been raised. 																			
	There being no further business the meeting closed at 10:45pm																			

Chairman.....

Date.....