

CATSFIELD PARISH COUNCIL

Minutes of the Meeting held on Wednesday 6th December 2017 in Hermon Cottage

Present:

Cllr. John Overall (Chairman) Cllr. Goodliffe Cllr. Martin Holgate County Cllr. Kathryn Field
 Cllr. Chris Thomas(Vice-Chair) Cllr. David Scott Mrs Carol Hodgson (Clerk/RFO) District Cllr. Gary Curtis

Item	Agenda Item
1.	<p>To receive apologies for absence. Apologies were received from Cllr. Edwards</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 1st November 2017 RESOLVED: That the Chair of the meeting is authorised to sign the Minutes for 1st November 2017.</p>
5.	<p>To receive any external reports. County Cllr. Kathryn Field reported: County Council are still waiting to hear the final funding figures for the 2018/19 budget from Central Government. Adult Social Care is having to find £14m of savings this coming year. East Sussex residents have raised an E-Petition opposing County Council's 'Get A Grip' campaign which is addressing unauthorised child absence from schools. Rother DC's 'Car Parking steering group' have been tasked with making the parking meter machines more user friendly.</p> <p>District Cllr. Gary Curtis reported: Following up on the query's raised by Parish Council at the November meeting, the outcomes were as follows: The large adverts being posted around the countryside by private schools. These are permitted as they fall under an exemption for charitable purposes. Henley Down Farm Planning Permission. The reason for refusal was on access only and this could be appealed. Tree inspection in the Play Area. Bexhill Tree Surgeons had agreed to visit with Cllr. Curtis. An update on the incident with the Sainsbury home delivery van parked on the zigzag lines up to the zebra crossing. The vehicle was not from the Hastings branch. Further information was waited upon. Mount Street Car Park – Cllrs. Field and Curtis had prepared a response to the issues raised by Cllr. Holgate on the ease of use of the Parking Meters and the increase in disabled parking spots. New signage will be put-up to help with using the parking meters. Rother businesses facing a hike in their tax bills can apply for financial support from Rother DC thanks to a new relief scheme. UK Power Networks is working with the other Electricity Distribution Networks and ENA, on a new national campaign called "Be Winter Ready". Councillors raised concerns with activities at Gladwish Farm along The Stream. Low loaders delivering machinery had left a lot of mud on the road.</p>
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. Members suggested a further advertising campaign.</p>
6.2	<p>To receive an update on refurbishing the BT Kiosk on The Green – opposite the Village Shop. The Clerk was due to contact a local decorator.</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 had been in contact with Thompson Advertising and their recommendation for the plaque was in anodised aluminium (also available in a silver finish) and lettering in either black or blue (gold finish is available if preferred). It would generally be fixed adjacent to the tree on either an oak board and post or using a bespoke piece of ironwork both of which could be set in the ground. Members asked for a quote in anodised aluminium - silver finish with lettering in black and fixed on an oak board and post around - A4 in size</p>
7.	<p>Planning</p>
7.1	<p>To consider response to planning applications.</p> <p>a. RR/2017/2011/P - Eastlands Farm, Unit 1, The Stream, TN33 9BB New machinery barn Cllr. Thomas reported. RESOLVED: Parish Council objects to this planning proposal. It is a very large structure in close</p>

	<p>proximity to the road and will be highly visible. Due to lack of information on the application PC question if the building is reasonably necessary for the purposes of agriculture.</p> <p>b. RR/2017/2506/P - Spring Bank, Watermill Lane, Henley Down, TN33 9BP Replacement ground floor extensions, first floor extension & dormer enlargement & balcony. Cllr. Thomas reported. RESOLVED: Parish Council has no objections to this planning proposal.</p> <p>7.2 To receive advice of decisions on previous applications.</p> <ul style="list-style-type: none"> • RR/2017/2086/P - Broomham Cottage, The Green, Catsfield TN33 9DL Erection of private gym building for sole use of owner. Outcome: APPROVED CONDITIONAL as per decision notice 22-Nov-17 Noted • 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. Outcome: LISTED BC GRANTED as per decision notice 20-Nov-17 Noted • 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. Outcome: APPROVED CONDITIONAL as per decision notice 17-Nov-17 Noted • 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. Outcome: LISTED BC GRANTED as per decision notice 17-Nov-17 Noted • RR/2017/1867/O - Eastlands Farm, Old Farm Office, The Stream, TN33 9BB Lawful Development Certificate for an existing use of The Old Farm Office as a dwelling house (C3 use) continuously for over 10 years. Outcome: LAWFUL DC APPROVED as per decision notice 03-Dec-17 Noted • RR/2017/1489/P - Forewood Reservoir, Peppering Eye, Catsfield TN33 0ST Conversion of existing reservoir into new dwelling. Outcome: APPROVED CONDITIONAL as per decision notice 20-Nov-17 Noted 	
7.3	<p>To receive advice on current enforcement orders. No current notifications had been received.</p>	
8.	<p>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.</p>	
9.	<p>Newsletter To receive any updates. A Newsletter was in preparation but as the results of the East Sussex Highways Feasibility Study for the proposed Traffic Calming at Skinners Lane, Church Lane and The Green had not yet been received, which could result in a public consultation being needed, the newsletter had been put on hold.</p>	
10. 10.1 10.2 10.3	<p>Highway Matters</p> <p>10.1 Church Road: To receive any updates on the traffic calming project outside Catsfield School. Cllr. Scott had not received any further updates from East Sussex Highways. Cllr. Field would enquire on the progress.</p> <p>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 there had been some confusion with East Sussex Highways over a requirement for a Traffic Survey which had already been done. Cllr. Scott would continue to chase.</p> <p>10.3 To consider a request from a resident in Glebe Cottages to reduce the current speed limit from 60mph to 30mph until you pass Glebe Cottages. As part of the current Church Road Traffic Calming Project Parish Council had originally asked for the 30mph limit to be extended up to Glebe Farm but East Sussex Highways would only agree to extend it to just past St Laurence Church. Parish Council will not be pursuing this matter any further.</p>	DS/KF DS

10.4	To receive any other reports. There were no further reports received.	
11. 11.1	Hedgerows and verges To receive any reports Cllr. Thomas reported that he had not received any adverse comments. A local resident had brought to Parish Council's attention the hedges at Henley Down Farm - Henley Down up Glebe Hill which had not been cut for many years and were now a bit of a hazard. Cllr. Thomas would follow-up	CT
12.	Community Speed Watch To receive any reports. The Speed Watch group had so far recorded more than a thousand vehicles speeding. Sessions had recently taken place along The Green.	
13. 13.1 13.2 13.3 13.4	Playing Field and Pavilion To receive an update on providing seating and a handrail rail outside the Pavilion. Cllr. Goodliffe had no further updates to report. To receive an update on proposed storage facilities at the Recreation Ground for the CTA. Cllr. Scott had made several attempts to contact L&M Garages but had received no reply to date. The alternative was to approach other suppliers or to do a self-build. 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. Members had been circulated the response from Pass+Move prior to the meeting and considered their proposed modifications to the agreement. Members had based the original proposal on additional wear and tear of the facilities and considered the offer to be fair and very generous. RESOLVED: The proposed annual hire arrangements of Catsfield Playing Field and Pavilion for the year beginning April 2018 will remain as offered with no amendments. To receive any other reports. Concerns had been raised by the Sports Clubs about installing Grass Reinforcement Mesh on the area directly outside the Pavilion to help preserve the grass which was prone to water logging. The Sports Clubs were concerned it would be quite close to the Cricket outfield and there was a danger of the grass cutter churning it up as the grass is cut at a lower level there. Members noted the comments but asked the Clerk to proceed with purchasing the materials.	JG DS
14. 14.1 14.2	Playground Sub-Committee To receive the latest Recreation Ground Inspection. Cllrs. Thomas and Holgate had carried out the routine monthly Inspection. Cllr. Thomas reported that the rotating Monkey Bars were a little stiff but that could be down to the weather. The plastic bolt covers had now been received. It was noted that the rubbish bin was full. Everything else seemed in good order. Only one bag of litter had to be picked-up this time. To receive an update on any tree work requirements in the Children's Play Area As reported in the external reports above Cllr. Curtis was due to meet with Bexhill Tree Surgeons.	CT/MH GC
15. 15.1	Open Spaces To receive any reports. There were no reports received.	DS
16.	History Centre To receive any reports. There were no reports received.	JO
17. 17.1 17.2	Village Hall Car Park To receive an update on the external lighting requirements in the Village Hall Car Park. Cllr. Goodliffe had not heard back from Jennery Associates Ltd regarding the breakdown of their estimate for the Village Hall LED Lighting Scheme which could include the external lighting requirement. Parish Council had received a letter from a Church Road resident who had taken a fall off the kerb outside the Village Hall whilst it was dark and asked if better provision could be made – i.e. some form of lighting and/or extending of the white painting on the kerbs. The Clerk was asked to write to the resident asking which part of the kerb they were referring to and that Parish Council is in the process of arranging for an external light in the Car Park. To receive an update on Signage, Rules and regulations and a Risk Assessment. There were no reports received.	JG JG
18. 18.1	Village Hall To receive any reports. The Village Hall Committee reported that the insurance cover of the Village Hall had been increased to	JG JG

18.2	<p>£1.1 million in line with Meridian Surveyor's valuation and the premium of £1,461.86 had been paid. They were awaiting Meridian Surveyor's condition report on the Village Hall.</p> <p>To receive an update the Village Hall LED lighting scheme.</p> <p>The Village Hall Committee reported that the LED lighting was being installed during the February 2018 half-term.</p>										
<p>19.</p> <p>19.1</p> <p>19.2</p> <p>19.3</p> <p>19.4</p> <p>19.5</p>	<p>Finance and Audit and Legal</p> <p>To approve and sign the following cheques:</p> <table border="0"> <tr> <td>a. Meridian Surveyors</td> <td>Insurance Survey of Pavilion and V. Hall</td> <td>£774.00</td> </tr> <tr> <td>b. John O'Conner</td> <td>Grounds Maintenance</td> <td>£306.85</td> </tr> <tr> <td>c. Mrs. C. Hodgson</td> <td>Salary – November 17</td> <td>£463.46</td> </tr> </table> <p>RESOLVED: All cheques were approved for payment</p> <p>To ratify a decision made at the meeting on 1st November 2017 for an item not previously advertised. To authorise the following cheques for payment: -</p> <ul style="list-style-type: none"> • SALC £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. <p>RESOLVED: The decision taken on 1st November 2017 to authorise payments to SALC: £126.00 for SSALC Autumn Conference and Clerks Networking Day to meet supplier terms and Streetlights: £287.38 for 2nd payment of annual street light maintenance to meet supplier terms was ratified.</p> <p>To receive the monthly statement of accounts to <u>30th November 2017</u></p> <p>RESOLVED: That the monthly statement of accounts to 30th November 2017 were received</p> <p>To receive the bank reconciliation to <u>30th November 2017</u></p> <p>RESOLVED: That the bank reconciliation to 30th November 2017 was received.</p> <p>To discuss the budget for 2018/19.</p> <p>The Clerk circulated to Members a draft budget for 2018/19 to review. This would be discussed in at the next meeting.</p>	a. Meridian Surveyors	Insurance Survey of Pavilion and V. Hall	£774.00	b. John O'Conner	Grounds Maintenance	£306.85	c. Mrs. C. Hodgson	Salary – November 17	£463.46	
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<p>20.</p> <p>20.1</p>	<p>Staff Recruitment</p> <p>To receive an update on recruiting a new Clerk / RFO</p> <p>SSALC had received 2 enquiries but no applications had been submitted. Members asked the Clerk to make enquiries on advertising in the Wealden Advertiser, the local Observer, Rother DC's 'My Alerts' and Job Centre Plus one. The rate of pay would be increased to an upper limit of £12 p/hr.</p>										
<p>21.</p>	<p>Any other business / reports / future agenda items / correspondence</p> <ul style="list-style-type: none"> • Correspondence from Catsfield Pre-School <p>Members noted the contents of the Catsfield Pre-School letter but would have to advise them that Parish Council was unfortunately not able to help with their accommodation issues.</p>										
	<p>There being no further business the meeting closed at 9.30pm</p>										

Chairman.....

Date.....