



# CATSFIELD PARISH COUNCIL

Minutes of the Parish Council Meeting held on  
6<sup>th</sup> February 2019 in Hermon Cottage

The Clerk:  
The Village Hall, Church Road  
Catsfield, East Sussex TN33 9DP  
Phone 01424 893526  
Email [clerk@catsfieldpc.co.uk](mailto:clerk@catsfieldpc.co.uk)  
Website [www.catsfieldpc.co.uk](http://www.catsfieldpc.co.uk)

**Attended by:** Cllr. Overall - **Chairman** Cllr. Thomas - **Vice Chairman**, Cllr. Scott, Cllr. Holgate and Cllr. Hodgson (taking Minutes). **Also, in attendance:** Cllr. Kathryn Field – County Council. **Members of the public 0**

Item	Minutes
1.	<b>To receive apologies for absence.</b> Apologies were received from Cllr. Edwards
2.	<b>To approve the minutes of the Parish Council meeting on 9<sup>th</sup> January 2019</b> <b>RESOLVED: That the Chair of the meeting is authorised to sign the Minutes for the meeting of 9<sup>th</sup> January 2019</b>
3.	<b>To receive declarations of interest on agenda items.</b> Cllr. Hodgson declared a personal interest in: <ul style="list-style-type: none"> <li>Item 16 – matters relating to the Village Hall as a Trustee and Parish Council’s representative.</li> </ul>
4.	<b>Public participation session re matters on the Agenda at the Chairman’s discretion.</b> There were no members of the public present.
5.	<b>To receive reports from Cllr Kathryn Field (ESCC) and Cllr Gary Curtis (RDC).</b> <b>County Cllr. Kathryn Field</b> reported that ESCC had now set the budget – finding £5m of cuts which was lower than first estimated after receiving central government funding to take care of items such as social care. Savings for the coming year included an end to subsidies for people using meals-on-wheels services.
6.	<b>Actions – Outstanding and on-going</b>
6.1	<b>To receive any applications for the casual vacancies on Parish Council.</b> There were no further updates to report.
6.2	<b>To receive an update on placing an information board/plaque at the oak tree sited near to St. Laurence Church – planted by the PC in 1996 to commemorate the 900<sup>th</sup> Anniversary of 1066.</b> Due to wording revisions, Cllr. Overall would check the final wording with Father Michael Brydon.
6.3	<b>To set a date for the Annual Parish Assembly 2019 and discuss promoting the event.</b> Members considered dates for the Annual Parish Assembly. Suggested promotion was via the banner under the Village Sign, on Noticeboards, Parish Magazine, ‘A’ board outside the Village Hall, A3 laminated poster on Village Hall fence, Observer Village Voice and Newsletter. <b>RESOLVED: To set Wednesday 24<sup>th</sup> April 2019 as the date for the 2019 Annual Parish Assembly.</b>
6.4	<b>To discuss setting a date and promoting the Annual Parish Assembly 2019.</b> Duplicate of above.
6.5	<b>To discuss the 2019 Elections.</b> 2019 was District and Parish/Town Elections. A timetable had not yet been received from RDC but it was anticipated the process would start towards the end of March 2019. The Elections would also have a bearing on when the Annual Meeting would be held i.e. between 4 and 14 days after a polling day, which would probably in having to move the date of Parish Council’s May meeting date.
6.6	<b>To consider a response to Rother DC’s <a href="#">Consultation</a> on their Public Realm Strategic Framework</b> Members were in general agreement with the principles of the Public Realm Strategic Framework in Villages (Page 35).
7.	<b>Planning matters</b>
7.1	<b>To consider response to planning applications received as well as those received after this agenda has been published.</b> <ol style="list-style-type: none"> <li><b><a href="#">RR/2019/144/FN</a> - Peppering Eye Lane - land adjacent to, Catsfield TN33 0ST</b> <b>Proposed agricultural barn to store tractors, trailers and other machinery.</b> Members noted the ‘for notification only’ application. Comments would be submitted should full planning be required.</li> </ol>
7.2	<b>To receive advice of decisions on previous applications.</b> <ol style="list-style-type: none"> <li><b><a href="#">RR/2018/2395/P</a> - East Sussex &amp; Romney Marsh Hunt Kennels, Horns Corner, Catsfield TN33 9DU</b> <b>Redevelopment of existing site to convert existing buildings to provide 2no, three-bedroom dwellings, with replacement of the barn to provide 1no, four bedroom dwelling with associated access and parking.</b> <b>Outcome: <a href="#">APPROVED CONDITIONAL</a></b></li> </ol>
7.3	<b>To note or receive advice on current enforcement orders.</b> No current notifications had been received.

<p><b>8.</b></p> <p><b>8.1</b></p> <p><b>8.2</b></p> <p><b>8.3</b></p>	<p><b>Highway Matters</b></p> <p><b>Church Road: To receive any updates on the traffic calming project outside Catsfield School.</b> Cllr. Scott reported that the yellow lines were due to be done on 18<sup>th</sup> February 2019. Notification was still awaited on the Traffic Road Orders.</p> <p><b>The Green: To receive any updates on traffic calming measures for the zebra crossing area.</b> Cllr. Scott had circulated to Members prior to the meeting a draft report of 'Possible Highway Improvements to 'The Green' (and beyond)' proposed for circulation and feedback to residents. <b>RESOLVED: To circulate a copy of 'Possible Highway Improvements to 'The Green' (and beyond)' to all Parish residents with the next Newsletter and obtain a quote for external printing.</b></p> <p><b>To receive any other reports.</b> There were no further reports received.</p>	<p>DS</p> <p>DS</p>
<p><b>9.</b></p>	<p><b>Community Speed Watch</b></p> <p><b>To receive any reports.</b> Keith Robertson – Catsfield Community Speedwatch Coordinator reported by email that Speedwatch + Sussex Police were proposing to set-up a radar device that would record speeds and numbers of cars passing through the Village - if detected by the radar device - for a period of 1 week. Sussex Police had agreed to do this, and they would set up everything up. The results would be reported via the online Speedwatch system. There would be no cost to the Council. Members had no issues with the proposal.</p>	
<p><b>10.</b></p> <p><b>10.1</b></p> <p><b>10.2</b></p> <p><b>10.3</b></p>	<p><b>Playing Field and Pavilion</b></p> <p><b>To receive an update on providing seating and a handrail rail outside the Pavilion.</b> Cllr. Scott reported on the quote received for installing steel railings. <b>RESOLVED: To obtain a comparative quote for the railings in timber</b></p> <p><b>To receive quotes for the proposed work - To clean the entrance</b> Cllrs. Holgate and Hodgson had contacted Martin Gurr regarding a quote.</p> <p><b>To consider other matters and agree any actions relating to the playing field and pavilion</b> There were no further matters raised.</p>	<p>DS</p> <p>MH</p> <p>/CH</p>
<p><b>11.</b></p>	<p><b>Playground Sub-Committee</b></p> <p><b>To receive the latest Recreation Ground Inspection.</b> Cllr. Thomas reported that all the equipment was in good working order. It was noted that the playing field surface was draining well. The following actions were required: a restraint / padlock for the rubbish bin and more disposal bags for the Dog Poo bins.</p>	
<p><b>12.</b></p>	<p><b>Hedgerows and verges</b></p> <p><b>To receive any reports.</b> Cllr. Thomas had received any comments or complaints during the past month.</p>	
<p><b>13.</b></p> <p><b>13.1</b></p> <p><b>13.2</b></p> <p><b>13.3</b></p>	<p><b>Open Spaces</b></p> <p><b>To receive any update on Grass Cutting Services for 2019/2020 provided by ESCC Contractors - East Sussex Highways.</b> Parish Council had confirmed to accept the financial contribution from ESCC to take on the 'Urban' grass cuts. This had been acknowledged by ESCC and further information would be available shortly. Members requested clarification if Skinners Lane was included in the 'Urban' cut.</p> <p><b>To discuss the poor mobile phone signals in the Parish.</b> Cllr. Scott had raised concerns with the poor mobile phone signals in the Parish and preliminary letters had been sent to the 4 main mobile providers - O2, Vodafone, EE and Three. No response had been received to date. Cllr. Field suggested Parish Council write to Katy Thomas – head of the Broadband Team at ESCC regarding the poor mobile service.</p> <p><b>To receive any reports for action or decision</b> Parish Council had instructed John O'Conner to remove the flower beds along The Green – confirmation had not yet been received.</p>	
<p><b>14.</b></p>	<p><b>History Centre</b></p> <p><b>To receive any reports.</b> Cllr. Overall had no updates to report.</p>	<p>JO</p>
<p><b>15.</b></p>	<p><b>Village Hall Car Park</b></p> <p><b>To receive an update on the external lighting provision outside the Village Hall</b> Cllr. Scott reported on his and Cllr. Hodgson's meeting with the electricians – Jennery Associates to confirm the lighting requirements. A revised quote had been received. <b>RESOLVED: To accept the quote from Jennery Associates for £748.00 + VAT to modify the Village Hall's outside lighting.</b></p>	<p>DS</p>

<b>16.</b>	<b>Village Hall</b>	
<b>16.1</b>	<b>To receive any reports requiring action by the Parish Council</b> Cllr. Hodgson reported that the Village Hall Committee met on 30 <sup>th</sup> January 2019 she would circulate the Minutes when available.	CH
<b>16.2</b>	<b>To accept any other reports</b> There no further reports received.	
<b>17.</b>	<b>Finance, Audit and Legal</b>	
<b>17.1</b>	<b>To approve and accept the following payments:</b>	
	<b>a. Rural Rother Trust          Donation</b>	<b>£ 25.00</b>
	<b>b. St Laurence PCC          RBL Poppy Wreath</b>	<b>£ 25.00</b>
	<b>c. HMRC – PAYE          PAYE KC Aug-18</b>	<b>£100.32</b>
	<b>RESOLVED: All payments were approved.</b>	
<b>17.2</b>	<b>To receive the monthly statement of accounts to 31<sup>st</sup> January 2019</b> <b>RESOLVED: The monthly statement of accounts to 31<sup>st</sup> January 2019 were received.</b>	
<b>17.3</b>	<b>To receive the bank reconciliation to 31<sup>st</sup> January 2019</b> <b>RESOLVED: The bank reconciliation to 18<sup>th</sup> January 2019 was received.</b>	
<b>17.4</b>	<b>To discuss re-appointing Keith Robertson as internal auditor for the year end 31st March 2019.</b> <b>RESOLVED: To ask Mr. Keith Robertson to act as Internal Auditor for the year ending March 2019.</b>	
<b>17.5</b>	<b>To consider any other financial matters which cannot be held over to the next meeting</b> There were no other financial matters received for discussion.	
<b>18.</b>	<b>Clerk / RFO Vacancy</b> <b>To receive an update on the appointment of the new Clerk and RFO.</b> Cllr. Overall was arranging to invite the interested candidates to an interview.	
<b>19.</b>	<b>To consider any correspondence as well as any correspondence received after this agenda has been published.</b> There were no further items received.	
<b>20.</b>	<b>Items for referral to next agenda / reports / future agenda items / correspondence.</b>	
	<b>a. To consider a use for the decommissioned Heritage Red Phone box</b> Cllr. Thomas put forward a suggestion to create a 'Catsfield Information Kiosk'. Members agreed for Cllr. Thomas to research the idea and report back with a proposal.	
	<b>b. Forward Planning Priorities for Catsfield - To receive suggestions and proposals from Members without the restriction of formulated plans and accurate costing.</b> No further action required at present.	
	<b>c. To receive an update on the change of details for the bank account – Defer until new Clerk</b> No further action required at present.	
<b>21.</b>	<b>Urgent items, at the discretion of the Chairman.</b> No urgent matters were raised.	
	There being no further business, the meeting closed at 9.35pm	

Chairman.....

Date.....