

CATSFIELD PARISH COUNCIL

Minutes of the Meeting held on Wednesday 6th January 2016 in Hermon Cottage

No.	Agenda Item	Action
Present: Cllr. John Overall (Chairman) Cllr. David Scott Mrs Carol Hodgson (Clerk/RFO) Cllr. Chris Thomas Cllr. Rachel Tottman (In part) Dist. Cllr. Gary Curtis Cllr. Julian Goodliffe Cllr. Martin Holgate		Apologies: Co. Cllr. Kathryn Field PCSO Daryl Holter
1.	Apologies and reasons for absence. Cllr. Field was not well and PCSO Holter was not on duty.	
2.	Members to agree the minutes of the Parish Council meeting on 2nd December 2015 RESOLVED: 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"> • Item 20 – Village Hall as a Trustee and Parish Council’s representative. 	
4.	Public participation session re matters on the Agenda at the Chairman's discretion. There no member of the public present.	
5.	To receive any external reports. Cllr. Gary Curtis reported: He continued to receive complaints in relation to Twisly Oak Farm, which he had passed onto the relevant departments at Rother DC as waiting to hear back from. This had been delayed due to the Christmas break. December saw the opening of the Bexhill to Hastings link road which had met with varying opinions but mostly positive in taking some of the strain off the Crowhurst and Catsfield country lanes.	
6.	Matters arising <ol style="list-style-type: none"> a. To receive an update on concerns raised in relation to Twisly Oak Farm. Cllr. Curtis had reported on the subject as above. The Environment Agency had written to Parish Council in relation to the problem of leachate running off the manure heap in Twisly Oak Farm onto Potmans Lane. The EA advised there had been a blocked drain in the area where the manure heap was stored and this had now been cleared. The case was now closed. b. To receive an update on Parish Council’s website. There were no further updates to report. c. To receive any applications for the casual vacancy on Parish Council. Cllr. Curtis had received and passed on an enquiry to Parish Council. 	
7.	Planning	
7.1	To consider response to planning applications. <ol style="list-style-type: none"> a. RR/2015/3032/P - The Old Hunt Stables, Catsfield Road, Catsfield Proposed timber framed garages with storage area over, to serve two dwellings. Applicant : Mr Les Salisbury RESOLVED: Parish Council has no objections to this planning proposal. 	
7.2	To receive advice of decisions on previous applications. <ol style="list-style-type: none"> a. RR/2015/2548/P - West Beam, Watermill Lane, Catsfield To replace existing single storey workshop with new single storey artist's workshop. Outcome : Approved Conditional (Decision Notice) Noted b. RR/2015/2549/L - West Beam, Watermill Lane, Catsfield To replace existing single storey workshop with new single storey artist's workshop. Outcome : Listed BC Granted (Decision Notice) Noted c. RR/2015/2754/P - 45 Skinners Lane, Catsfield Demolition of existing side and rear single storey dilapidated structures and addition of side and rear single storey extensions plus internal alterations. Outcome : Approved Conditional (Decision Notice) Noted d. RR/2015/2796/P - Birch Cottage, Marl pits Lane, Catsfield Proposed roof infill and new dormer windows. Outcome : Refused (Decision Notice) Noted 	

7.3	<p>To receive advice on current enforcement orders. There were no current enforcement orders to report.</p>	
7.4	<p>Community Benefit Offer from Lightsource Renewable Energy Ltd. re: St Francis Farm Solar Farm Dev.</p> <p>a. To receive details of proposals for the disbursement of the Community Benefit. An article had been included in the December Catsfield Flyer asking residents to send in their ideas / comments on how they would like to see the funds spent. Two responses had been received to date: 1. To allocate the funds to the Traffic Calming project in Church Road. 2. To provide more play equipment in the children's play area at the Recreation Ground. Parish Council would wait to see if any further comments were received.</p>	
8.	<p>Neighbourhood Planning</p> <p>a. To receive an update on Local Planning and Site Allocations project with Rother DC There were no further updates to report.</p> <p>b. To discuss preparing a Catsfield 'Local Action Plan' (Re: The Catsfield Parish Survey). A list of proposed 'outcomes' from the Catsfield Parish Survey were being prepared.</p>	
9.	<p>Newsletter</p> <p>a. To receive the latest newsletter The latest newsletter with the 'Consultation on road safety improvements in Church Road' had been sent out in December.</p>	
10.	<p>Emergency Plan</p> <p>a. To receive any further updates. There were no further updates to report.</p>	JG
11.	<p>Highway Matters</p> <p>a. Traffic calming measures outside Catsfield CEP School.</p> <p>i. To receive responses from the Consultation on road safety improvements in Church Road Cllr. Scott reported there had been a good positive response from residents. The next step was to report the outcome back to ESCC Highways and discuss moving forward to the next stage.</p> <p>ii. To receive any other reports Cllr. Scott reported on the response from ESCC Highways in relation to the possibility of installing a dropped kerb opposite Anchor Cottage at Horns Corner which had been raised by a resident needing wheelchair access. Highways advised that they do not have any budget for this type of work but should the Parish Council wish to consider meeting the costs they were estimated in the region of £1500 - £2000.</p> <p>b. To receive an update on the traffic calming proposals on The Green. Cllr. Scott reported that he was liaising with ESCC Highways on improving the white lines along The Green.</p> <p>c. To receive any other reports. There were no further reports received.</p>	DS DS
12.	<p>Community Speed Watch</p> <p>a. To receive any reports. Cllr. Scott was arranging for Cllr. Tottman to be signed-up for the online Community Speedwatch.</p>	DS
13.	<p>Playing Field and Pavilion</p> <p>a. To receive an update on the car parking improvements at the playing field entrance area. Parish Council was making an application for a licence from Highways to conduct the work on their land. Confirmation had not yet been received from Geewoods to carry out the work.</p> <p>b. To receive an update on a header board for the new notice board. Parish Council was waiting to receive quotes back.</p> <p>c. To receive a quote for installing a rainwater gutter system on the playing field storage shed. Parish Council had received a quote from Terry Jenner of £450 to undertake the required work. RESOLVED: Parish Council to accept the quote from Terry Jenner of £450 to install a rainwater gutter system (onto a shallow fascia) on the playing field storage shed.</p> <p>d. To receive any reports on the dog fouling at the playing field. There had been no further comments received.</p> <p>e. To receive any other reports. Mike Davey had sent a report regarding the waterlogged pitch at the Playing Field. All the drains were running non-stop but unusually, there was a lot of water in the ditch where the old pavilion used to be. He was concerned with the area at the bottom of the cricket square which is exceptionally wet and is going to take a lot of work in the spring for all the footprints to be rolled</p>	JG

	<p>out so that the Cricket and Stoolball can be played.</p> <p>RESOLVED: Parish Council will review the condition of the playing field early Spring and decide if it would benefit from annual verti-draining or requires other remedial work.</p>																																									
14.	<p>Playground Sub-Committee</p> <p>a. To receive the latest Recreation Ground Inspection. Cllr. Thomas reported that he had put a spring on the road gate and tightened the spring on the play area gate. He had repaired one of the broken standalone picnic tables but it would not take too much weight. The other standalone table was also not looking very robust. Concerns were also raised in relation to the safety surfacing around the play equipment sinking. RESOLVED: Due to the unsafe nature of the 2 standalone picnic benches, Parish Council will remove them. A quote will be obtained for a more heavy-duty, shelter type seating area to go in or around the play area. To request a site visit from Playdale (who supplied and installed the play equipment and safety surfacing) to review the safety surfacing.</p>	CT/M H																																								
15.	<p>Hedgerows and verges</p> <p>a. To receive any reports Cllrs. Thomas and Tottman had carried out a walking review of the hedges and verges in December. The verges were generally in poor state due to weather and lorries running-up over the verges. Issues with overgrown verges and hedges had been identified in Church Lane.</p>	CT/RT																																								
16.	<p>Open Spaces</p> <p>a. To receive any reports. Cllr. Scott had sent an email to Rother DC regarding the direction signage for the Village Hall located near the Bus Stop outside the White Hart which had broken and fallen off. No response had been received to date. Cllr. Curtis offered to take-up the matter and asked Cllr. Scott to forward the emails to him.</p>	DS																																								
17.	<p>History Centre</p> <p>a. To receive any reports. There were updates to report.</p>																																									
18.	<p>Village Hall Car Park</p> <p>a. To receive an update on the external lighting requirements in the Village Hall Car Park. Cllr. Goodliffe had been in contact with Streetlight, (Parish Council's streetlight maintenance contractor) for a quote to provide external lighting in the Village Hall Car Park.</p> <p>b. To receive an update on the following items:</p> <ol style="list-style-type: none"> i. Signage There were no further updates to report. ii. Rules and regulations Cllr. Goodliffe was preparing the information. iii. Risk Assessment Cllr. Goodliffe was preparing the information. <p>c. To receive an update on the repair work required to the perimeter fencing in the Car Park. Cllr. Goodliffe had recently chased Littlewood Fencing to provide a quote for the work. The lease would be checked to confirm the extent of Parish Council's boundary in the Car Park.</p>	JG JG JG																																								
19.	<p>Village Hall</p> <p>a. To receive any reports from meetings. Cllr. Goodliffe advised that there had been no recent Village Hall meetings.</p>	JG																																								
20. 20.1	<p>Finance</p> <p>To approve and sign the following cheques:</p> <table border="0"> <tr> <td>a. Rother District Council</td> <td>Village Hall Car Park Rates – 10th payment</td> <td>£ 50.00</td> <td></td> </tr> <tr> <td>b. Kave Theatre Services</td> <td>Sound system spare part</td> <td>£ 53.00</td> <td></td> </tr> <tr> <td></td> <td>Sound system repair</td> <td>£162.00</td> <td>£215.00</td> </tr> <tr> <td>c. Helena Kicinski</td> <td>Gardening – Catsfield border</td> <td></td> <td>£ 70.00</td> </tr> <tr> <td>d. Sedlescombe PC</td> <td>SLCC subscription for The Clerk (50% shared costs)</td> <td></td> <td>£ 83.50</td> </tr> <tr> <td>e. Rother District CAB</td> <td>Donation</td> <td></td> <td>£ 50.00</td> </tr> <tr> <td>f. Carol Hodgson</td> <td>Salary – December 2015</td> <td>£363.55</td> <td></td> </tr> <tr> <td></td> <td>Post Office – 260 x 1st stamps</td> <td>£163.80</td> <td></td> </tr> <tr> <td></td> <td>Currys – Toshiba Laptop</td> <td>£537.98</td> <td></td> </tr> <tr> <td></td> <td>Staples – HP Ink Cartridge</td> <td>£ 23.99</td> <td>£1089.32</td> </tr> </table>	a. Rother District Council	Village Hall Car Park Rates – 10 th payment	£ 50.00		b. Kave Theatre Services	Sound system spare part	£ 53.00			Sound system repair	£162.00	£215.00	c. Helena Kicinski	Gardening – Catsfield border		£ 70.00	d. Sedlescombe PC	SLCC subscription for The Clerk (50% shared costs)		£ 83.50	e. Rother District CAB	Donation		£ 50.00	f. Carol Hodgson	Salary – December 2015	£363.55			Post Office – 260 x 1 st stamps	£163.80			Currys – Toshiba Laptop	£537.98			Staples – HP Ink Cartridge	£ 23.99	£1089.32	
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<p>20.2</p> <p>20.3</p>	<p>Item 20.1.f: The chargeable amount from Currys should have read £499.99. The amount payable was adjusted to £1051.33.</p> <p>RESOLVED: The amended payments list was agreed and the cheques were signed. To ratify the decision to amend payment item 20.1.f at the next meeting.</p> <p>To receive the monthly statement of accounts to 31-Dec-15</p> <p>Received and noted.</p> <p>To discuss the budget and set the precept for 2016/17. (Forecast 2015/16 + Income and Expenditure details to 27Nov15)</p> <p>Members had received a copy of the budget preparation documents prior to the meeting. Due to the increase in supplier costs to Parish Council it was proposed by Cllr. Scott and seconded by Cllr. Holgate to increase the precept by 1.94% (in line with the proposed increase by Rother DC) from £21,106.63 to £21,777.14. This would result in an increase of Band 'D' from £61.86 to £63.06. All Members vote unanimously in favour of increasing the precept by 1.94%.</p> <p>RESOLVED: To set the 2016/17 precept at £21,777.14</p>	
<p>21.</p>	<p>Any other business / reports</p> <ul style="list-style-type: none"> • Identity cards for Parish Councillors when undertaking Parish Council business. 	
<p>22.</p>	<p>Future Agenda Items</p> <ol style="list-style-type: none"> a. <i>Info: SECAMB Defibrillator for Pavilion.</i> b. <i>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> c. <i>Info: To receive an update on finishing the Children's Play Area project.</i> d. <i>Info: To receive any updates on Community Energy Projects. – Invite Mr. Watson to attend</i> e. <i>Info: To discuss communicating with Social Media.</i> f. <i>Info: To receive an update on the Clerks pension arrangements – waiting information</i> 	

Chairman.....

Date.....