



CATSFIELD PARISH COUNCIL

Minutes of the Parish Council Meeting held on
6th March 2019 in Hermon Cottage

The Clerk:
The Village Hall, Church Road
Catsfield, East Sussex TN33 9DP
Phone 01424 893526
Email clerk@catsfieldpc.co.uk
Website 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. Gary Curtis – District Council. **Members of the public 2**

Item	Minutes
1.	<p>To receive apologies for absence. Apologies were received from Cllr. Field. Cllr. Overall advised Members that Cllr. Sean Edwards had resigned from office with immediate effect due to his personal circumstances.</p>
2.	<p>To approve the minutes of the Parish Council meeting on 6th February 2019 RESOLVED: That the Chair of the meeting is authorised to sign the Minutes for the meeting of 6th February 2019.</p>
3.	<p>To receive declarations of interest on agenda items. Cllr. Scott declared a personal interest in: -</p> <ul style="list-style-type: none"> Item 7.1.b. – a planning application for Chequers Oast, Church Road as a neighbour and acquaintance of the applicant. <p>Cllr. Hodgson declared a personal interest in: -</p> <ul style="list-style-type: none"> Item 16.1 – matters relating to the Village Hall as a Trustee and Parish Council's representative. Item 17.1.b – as beneficiary of an expenses payment for £207.10
4.	<p>Public participation session re matters on the Agenda at the Chairman's discretion. There were 2 members of the public present in relation to planning application 7.1.b. The Chairman agreed to adjourn the meeting when this item was reached to allow them to speak.</p>
5.	<p>To receive reports from Cllr Kathryn Field (ESCC) and Cllr Gary Curtis (RDC). District Cllr. Curtis reported that DC was encouraging people to take part in the Great British Spring Clean, a campaign led by Keep Britain Tidy. The aim: to get local volunteers involved in a community-wide litter campaign to clean up their local environment by collecting litter from streets and public spaces between March 22 and April 23. Rother will provide litter sacks and arrange collection of full litter sacks once the litter picking has been completed.</p>
6.	<p>Actions – Outstanding and on-going</p> <p>6.1 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 900th Anniversary of 1066. Cllr. Holgate had spoken with Father Michael Brydon and they had agreed to meet to finalise the wording on the plaque.</p> <p>6.2 To consider uses for the decommissioned Heritage Red Phone box Cllr. Thomas had followed up on his suggestion at the last meeting to create a 'Catsfield Information Kiosk' by installing a Panel Mount Monitor together with a computer behind which would contain Village information for anyone to access. Members asked Cllr. Thomas to continue researching for an appropriate package.</p> <p>6.3 To consider items for the next Newsletter. Members discussed including items for the upcoming Parish Council Elections, the relocation of a Parish bench and asking for feedback on the Highway improvements proposed along The Green.</p>
7.	<p>Planning matters</p> <p>7.1 To consider response to planning applications received as well as those received after this agenda has been published.</p> <p>a. RR/2019/315/P - Ninfield Substation, Potmans Lane, Catsfield TN33 9BJ Installation of a new portacabin with meeting room an accessible toilet and small kitchenette. RESOLVED: To submit the following comment to Rother DC Planning: Parish Council has no comments to submit.</p> <p>b. RR/2019/271/P - Chequers Oast, Church Road, Catsfield TN33 9DP Demolition of large redundant agricultural building, erecting 2 no. four bedroom detached dwelling houses and converting 1 no. converted cattle shed into 1 no. two bedroom dwelling house. RESOLVED: To submit the following comment to Rother DC Planning: Parish Council has no objections to this planning application in principle but asks for the following to be taken into consideration. 1. There are concerns that the 2 no. four bedroom detached dwelling houses are</p>

7.2	<p>over development with restricted parking provision. PC ask that these dwellings are limited to three bedrooms. 2. In relation to the conversion of the 'Cowshed' which currently has a 'business' use, PC ask that this takes place prior to the construction of the other dwellings to ensure change of use to residential.</p> <p>Applications for notification only:</p> <p>a. RR/2019/404/FN - Willow Patch, Potmans Lane, Catsfield TN33 9BJ Proposed building to house animals. Intended to replace derelict and unrepairable, existing buildings, some on the same footprint and others scattered over the land, to the same square footage.</p> <p>RESOLVED: To submit the following comment to Rother DC Planning: Parish Council note his application is for notification only but wish to raise the following initial concerns:- The application suggests that a commercial enterprise is being created. It is also a very large scale development. PC ask that full planning permission is requested.</p>	
7.3	<p>To receive advice of decisions on previous applications.</p> <p>a. RR/2018/2491/P - Spring Cottage - Land adj, Church Lane, Catsfield TN33 9DR Erection of 1no. detached dwelling. Formation of vehicular field access.</p> <p>OUTCOME: APPROVED CONDITIONAL</p> <p>Noted</p>	
7.4	<p>To note or receive advice on current enforcement orders.</p> <p>No current notifications had been received.</p>	
8.	<p>Highway Matters</p> <p>8.1 Church Road: To receive any updates on the traffic calming project outside Catsfield School. Cllr. Scott reported that the yellow lines had now been installed along Church Road. He was still waiting to hear news on the 'Traffic Regulation Orders' for the 30mph speed limits.</p> <p>8.2 The Green:</p> <p>a. To receive any updates on traffic calming measures for the zebra crossing area. This item is due to be included in the next Newsletter for residents to feedback comments.</p> <p>b. To receive a quote to print items for circulating with the next Newsletter. Cllr. Scott reported that he had obtained a quote from Fastprint for £86 + VAT to print 350 'Colour' sets of the 'Possible Highway Improvements to 'The Green'' document.</p> <p>RESOLVED: To accept the quote from Fastprint & Design Ltd for £86 + VAT to print 350 off in colour of the 'Possible Highway Improvements to 'The Green'' document. To arrange for Fastprint & Design Ltd to also print 350 off of the Newsletter.</p> <p>8.3 To receive any other reports. Cllr. Scott had again reported the pothole in Church Road outside Datchett Dene. Cllrs. Scott and Thomas had also contacted East Sussex Highways regarding the flooding in Potmans Lane – towards the Church Road end. Highways had responded by putting up a warning sign of the flood.</p>	
9.	<p>Community Speed Watch</p> <p>To receive any reports. Cllr. Curtis reported that Keith Robertson was arranging further Speed Watch Sessions this month. Cllr. Curtis had also been in contact with Companies whose drivers had speeded or driven through the village inconsiderately.</p>	
10.	<p>Playing Field and Pavilion</p> <p>10.1 To receive an update on providing seating and a handrail rail outside the Pavilion. Cllr. Scott reported that following further enquires, full balustrade railings would be needed for which he would prepare drawings and obtain quotes for in timber.</p> <p>10.2 To receive quotes for the proposed work - To clean the entrance Cllr. Holgate advised that Martin Gurr would be sending in a quote.</p> <p>10.3 To discuss renewing Pass+Move's annual hire agreement of Catsfield Playing Field and Pavilion for the year April 2019. RESOLVED: To renew Pass+Move's Hire Agreement from 1st April 2019 to 31st March 2020 on the same terms and costs as 2018/19</p> <p>10.4 To consider the following 2019 Ground Maintenance requirements:</p> <p>a. Catsfield Recreation Ground Members were satisfied with the service provided by John O'Conner.</p> <p>RESOLVED: To re-appoint John O'Conner as Grounds Maintenance Contractors to Catsfield Recreation Ground for 2019/20 subject to confirmation of costs</p>	DS CH/ MH

	<p>b. Urban grass cutting. Members had accepted an earlier quote of £185 + VAT per urban grass cut from John O’Conner. East Sussex Highways had agreed to pass on funding for 2 urban cuts. RESOLVED: To appoint John O’Conner to undertake a minimum of 2 urban grass cuts as specified for 2019/20 subject to confirmation of the inclusion of Skinners Lane Green and the overall cost.</p>													
11.	Playground Sub-Committee													
13.1	<p>To receive the latest Recreation Ground Inspection. Cllr. Thomas advised that an inspection had not been carried out this month due to parked construction vehicles blocking access to the entrance of the Recreation Ground.</p>	MH /CT												
13.2	<p>To receive and agree a quote for proposed tree work in the Children’s Play Area Bexhill Tree Surgeons had submitted a quote for tree work in August 2018 for £900+VAT which had not been picked-up. RESOLVED: To instruct Bexhill Tree Surgeons to carry out items 2,3,4 and 5, subject to confirmation of cost at £900+VAT</p>													
12.	<p>Hedgerows and verges To receive any reports. Cllr. Thomas had no updates to report.</p>													
13.	Open Spaces													
13.1	<p>To receive any updates on Grass Cutting Services for 2019/2020 provided by ESCC Contractors - East Sussex Highways. No further updates had been received from East Sussex Highways.</p>													
13.2	<p>To receive an update on the poor mobile phone signals in the Parish. There had been no replies received from the letters sent to the 4 main mobile providers. Cllr. Scott was waiting to hear back from Ninfield PC regarding the mobile phone transmitters installed in Ninfield. RESOLVED: To write to Katy Thomas – head of the Broadband Team at ESCC describing the problems with the poor mobile phone service.</p>													
13.3	<p>To discuss concerns received on vehicles parking on the grass in Skinner’s lane. A resident had raised concerns about a truck being continuously parked on the grass in Skinner’s Lane, causing damage to the grass with large muddy ruts. The area is not designated for parking. RESOLVED: Send a letter to the truck’s owner / business requesting that the vehicle is not parked on the green in Skinners Lane.</p>													
13.4	<p>To discuss concerns received of the missing signpost at the Marlpits Lane end of Skinner's Lane A resident had reported the missing signpost to East Sussex Highways who responded that it was not in their remit and should be reported to the Town / Parish Council. RESOLVED: To obtain further information on the signpost and the cost of a replacement.</p>													
14.	<p>History Centre To receive any reports. Cllr. Overall had no updates to report.</p>													
15.	<p>Village Hall Car Park To receive an update on the external lighting provision outside the Village Hall Cllr. Scott reported that work had been completed and all was working well.</p>													
16.	Village Hall													
16.1	<p>To receive any reports requiring action by the Parish Council Cllr. Hodgson reported that the Village Hall Committee’s AGM was on 12th March 2019 and she was happy to continue as Parish Council’s representative until the elections in May 2019, when the Councillors annual responsibilities would be determined. Jennery Associates had recently carried out the 4 yearly Electrical Installation Conditions Survey and some minor repairs – including in the Parish Office. RESOLVED: To approved payment of £500 to Catsfield Village Hall Committee to cover the cost of works to Parish Council’s items.</p>	CH												
17.	Finance, Audit and Legal													
17.1	<p>To approve and accept the following payments:</p> <table border="0"> <tr> <td>a. Jennery Associates</td> <td>Electrical works at Catsfield Village Hall</td> <td>£962.40</td> </tr> <tr> <td>b. Mrs. C. Hodgson</td> <td>Dog Poo Bags</td> <td>£ 68.15</td> </tr> <tr> <td></td> <td>Print Cartridges</td> <td>£138.95</td> </tr> <tr> <td></td> <td></td> <td>£207.10</td> </tr> </table> <p>RESOLVED: All payments were approved.</p>	a. Jennery Associates	Electrical works at Catsfield Village Hall	£962.40	b. Mrs. C. Hodgson	Dog Poo Bags	£ 68.15		Print Cartridges	£138.95			£207.10	
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	Print Cartridges	£138.95												
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17.2	<p>To receive the monthly statement of accounts to <u>28th February 2019</u> RESOLVED: The monthly statement of accounts to 28th February 2019 were received.</p>													

17.3	To receive the bank reconciliation to 19th February 2019 RESOLVED: The bank reconciliation to 19th February 2019 was received.	
18.	Clerk / RFO Vacancy To receive an update on the appointment of the new Clerk and RFO. Cllr. Overall reported that 2 candidates had been invited to an interview. RESOLVED: Cllrs. Overall and Hodgson to conduct the interviews and recommend an appointment.	
19.	Items for referral to next agenda / reports / future agenda items / correspondence. <ul style="list-style-type: none"> a. <i>Forward Planning Priorities for Catsfield - To receive suggestions and proposals from Members without the restriction of formulated plans and accurate costing.</i> b. <i>To receive an update on the change of details for the bank account – Defer until new Clerk</i> c. A letter of thanks had been received from Rother Rural Trust for Parish Council’s donation. d. Cllr. Holgate gave his apologies for the April meeting. 	
20.	To consider any urgent items and agree actions, at the discretion of the Chairman, which cannot be held over to the next meeting. <ul style="list-style-type: none"> • Cllr. Hodgson requested approval to purchase materials for the upkeep of the playing field grass amounting to £324 inc. VAT 	
	There being no further business, the meeting closed at 22:10	

Chairman.....

Date.....