

CATSFIELD PARISH COUNCIL

Minutes of the Meeting held on Wednesday 7th January 2015 in Hermon Cottage

Present:			Apologies:
Cllr. John Overall (Chairman)	Cllr. David Scott	Cllr. Angharad Davies	PCSO Daryl Holter
Cllr. Beryl Bodey (Vice-Chair)	Cllr. Jan Auer	Mrs Carol Hodgson (Clerk/RFO)	
Cllr. Chris Thomas	Cllr. Rachel Tottman	1 Member of the Public	
Cllr. Julian Goodliffe	Cllr. Kathryn Field		

Item	Agenda Item
1.	Apologies and reasons for absence. PCSO Holter was not on duty.
2.	Members to agree the minutes of the Parish Council meeting on 3rd December 2014 The minutes were agreed and signed.
3.	To receive declarations of interest on agenda items. Cllr. Bodey declared a personal interest in:- <ul style="list-style-type: none"> Matters relating to the History Centre as a member of the group and as Parish Council's representative. Item 8.2 - To ratify an unadvertised payment made at the meeting on 3rd December 2014:- Mrs. P. Putland, History Group expenses, £149.77 as a member of the group and as Parish Council's representative. Cllr. Goodliffe declared a personal interest in:- <ul style="list-style-type: none"> Matters relating to the Village Hall as a trustee and Parish Council's representative. Cllr. Scott declared a personal interest in:- <ul style="list-style-type: none"> Item 20.b To discuss the traffic concerns around Catsfield School, as a neighbour effected by the traffic issues.
4.	To receive any external reports. <ul style="list-style-type: none"> Cllr. Field reported that due to the Christmas break ESCC had not met since Parish Council's last meeting. Cllr. Overall mentioned that he was not happy with the statement made by Rupert Clubb – ESCC Director of Communities, Economy and Transport, in the Battle and Rye Observer – which was in response to Catsfield Primary School's article on speeding traffic outside the School. MP Greg Barker who had supported the School's concerns had advised the school to contact Parish Council for help. Cllr. Overall read out the article in Rye and Battle Observer and asked that Cllr. Field pass on to Rupert Clubb Parish Councils disappointment at his response. Cllr. Overall asked Members to agree on this one occasion for him to write to MP Greg Barker in response to his comments to the school. Cllr. Davies reported that the Local Government Boundary Commission for England is proposing to carry out a boundary review leading up to the elections in 2017. Rother DC has approved the 2015/16 Council Tax Base. No decision has been received on Central Government funding for 2015/16. Cllr. Scott reported on behalf of PCSO Holter that a trailer had been stolen from Catsfield and several burglaries are taking place. Cllr Overall reported that St. Laurence Church had been a victim of vandalism.
5.	Matters arising <ol style="list-style-type: none"> To receive an update on the ESCC Public Transport Consultation (No. 95 Bus Services in Catsfield). Cllr. Field advised that the results of the public consultation had gone to ESCC Cabinet but there was no news. Cllr. Davies advised that some of the commercial bus services had been taken over by Renown. To receive any updates on Community Energy Projects. The Clerk was talking with Sam Stone at RVA to arrange a 'Keep Warm and Save Money' event in Catsfield. To receive a quote for 3 advertising banners for promoting the Annual Parish Assembly 2015. Cllr. Goodliffe reported that the cost of a banner would be £32—the eyelets were extra. The turnaround was estimated to be 2 days. Members asked that Cllr. Goodliffe first obtained consent from Highways to display the banners prior to buying. Cllr. Auer offered to put a banner on his fence at Horns Corner. To receive an update on Parish Council's website. Cllr. Tottman reported that she had spoken with Sean Tottman with a view to creating a website. Mr. Tottman asked if further information could be provided on the current situation and what the Parish Council's future requirements were. To confirm the upgrading Parish Council's of computer software. The Clerk advised that the software had been purchased but not yet installed. To discuss landline and broadband service problems in the Village. The Clerk reported following concerns from residents about the intermittent telephone and broadband service in areas of the village, an email had been sent to Denise Westbury-Haines at BT. No response had been received to date. BT had been in the Village a number of times working on the BT Cabinets. Cllr. Goodliffe advised that there had been a fire at the exchange in Ninfield which had caused problems.

	<p>g. To discuss Twisly Oak Farm. The Clerk reported that she had received concerns from residents regarding the noise and activities at Twisly Oak Farm. Cllr. Davies recommended passing all the information onto Michael Adams at Rother DC Enforcement.</p> <p>h. To discuss providing a facility for advertising village events by the Village Sign. Parish Council had received a request to provide an advertising facility for village events on the village sign located at The Green. Cllr. Goodliffe advised that to conform with Highways regulations the sign would have to be equivalent in size to an estate agents board. Each time a sign is displayed a requisition has to be sent to Highways who will issue a number that has to be noted on the back of the sign. Members agreed to go ahead with installing two hanging brackets (top and bottom) to clamp onto the signpost. Approximate dimensions would be 1m x 2m drop. The Clerk will contact F E Philcox for advice and costs.</p>						
6.	<p>Neighbourhood Planning</p> <p>a. To receive an update on Local Planning and Site Allocations project with Rother DC The Clerk had emailed Roger Comerford – Principal Planning Officer at Rother DC to ask why the Village Study Group meetings are confidential and discussions can only take place within that group and cannot be reported back to the Full Council. Mr. Comerford advised that nothing had changed. It remained the case that the working group operates confidentially. Should a position be reached within the working group where a draft of the Village Study has been agreed, then this could be reported back via normal democratic means for approval with the wider Parish Council. Members were not happy with this response and asked The Clerk to obtain the opinion of Trevor Leggo at SSALC. Members also asked for a meeting with Tim Hickling - Rother DC Service Manager for Strategy and Planning and Roger Comerford.</p> <p>b. To receive an update on the NHP Village Survey and Vision Statement. Members agreed the revised Vision Statement. Cllr. Scott would email out the updated questionnaire from the December meeting for a final review and then to dispatch.</p> <p>c. To receive an update on writing to MP Greg Barker in relation to response received from The Planning Inspectorate relating the Inspectors Report on the Rother Local Plan Core Strategy. The Clerk was following this up.</p>						
7.	<p>Planning</p> <p>7.1 To a consider response to planning applications. There were no planning applications for review.</p> <p>7.2 To receive advice of decisions on previous applications. <u>Permission was granted on the following application:-</u></p> <ul style="list-style-type: none"> ● RR/2014/2466/P - St Francis Farm, Potmans Lane, Catsfield Variation of condition 2 of RR/2014/558/P to vary the approved plans to: reduce number of panels and adapt siting; decrease in size and height of cabinets; relocation of internal tracks; variation of fence-line. <p>The following planning applications had been withdrawn:-</p> <ul style="list-style-type: none"> ● RR/2014/2429/P - The Old Hunt Stables, Catsfield Road, Catsfield Proposed klargester biodisc treatment plant; Proposed front entrance porch; Proposed covered patio area to rear of the dwelling; Proposed timber framed building for storage of garden machinery; Proposed earth bunding for sound deadening of traffic noise and privacy. ● RR/2014/2735/P - The Old Hunt Stables, Catsfield Road, Catsfield Proposed timber framed garages with storage area over <p>7.3 To receive advice on current enforcement orders. <u>The following notifications had been received:-</u></p> <ul style="list-style-type: none"> * ENF/BAT/2013/102 - Model Farm, Catsfield Gun Shop. Current Status: No Further Action - Not expedient to take further action in the public interest To receive a response from Rother DC Enforcement to querying the above status. * ENF/126/14/CAT - Horns Hill Bungalow, Main Road Possible breach of condition 2 Of RR/2011/357/P (Granted On Appeal) – Landscaping Current Status: Monitor Site Actions: Inspected 05-Dec-14 <p>7.4 To receive an update on the Community Benefit Offer from Lightsource Renewable Energy Ltd re: St Francis Farm – Solar Farm Development. No further information had been received. Members asked The Clerk to contact Lightsource to establish the current situation.</p>						
8.	<p>Finance</p> <p>8.1 To approve and sign the following cheques:</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 30%;">a. Rother District CAB</td> <td style="width: 40%;">Donation</td> <td style="width: 30%; text-align: right;">£ 50.00</td> </tr> <tr> <td>b. Peter Ellin</td> <td>Hedge Cutting – Playing Field</td> <td style="text-align: right;">£ 72.00</td> </tr> </table>	a. Rother District CAB	Donation	£ 50.00	b. Peter Ellin	Hedge Cutting – Playing Field	£ 72.00
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16.	<p>Open Spaces</p> <p>a. To receive any reports. There were no reports received.</p>
17.	<p>History Centre</p> <p>a. To receive any updates. Cllr. Bodey reported that the History Group were waiting to hear back from the Rector at St Laurence Church as to when the Plaque would be ‘unveiled’. Cllr. Overall confirmed it was on the next PCC agenda to discuss.</p>
18.	<p>Village Hall Car Park</p> <p>a. To receive an update on registering the Car Park lease with Land Registry. The Clerk reported that no recent updates had been received from the acting Solicitor.</p> <p>b. To receive an update on the external lighting requirements in the Village Hall Car Park. Cllr. Goodliffe advised the next step would be to apply for planning permission and agreed to meet with Cllr. Scott to draw-up a planning application.</p> <p>c. To receive an update on the following items :</p> <ul style="list-style-type: none"> i. Signage Cllr. Goodliffe was still working on this item. ii. Rules and regulations Cllr. Goodliffe was still working on this item. iii. Risk Assessment Cllr. Goodliffe was still working on this item. <p>d. To discuss repair work required to the perimeter fencing in the Car Park. The Clerk would contact Rother DC to discuss the repair as part of the terms and conditions of the lease.</p>
19.	<p>Village Hall</p> <p>a. To receive any reports from meetings. Cllr. Goodliffe reported that the Village Hall Committee were due to meet in the next few weeks. The problems with the leaking roofing had now been resolved. The general maintenance plan was in progress</p> <p>b. To receive an update on replacing the projector in the Village Hall. Cllr. Goodliffe had spoken with Mark Barker an ICT specialist at Hastings Academy to look at the projector requirements for the Village Hall.</p>
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22.	<p>Future Agenda Items</p> <ul style="list-style-type: none"> a. <i>Info: SECAMB Defibrillator for Pavilion.</i> b. <i>Info: Steel Framed Apex building suitable for indoor community activities on the playing field.</i> c. <i>Info: To update the Standing Orders to reflect the new regulation passed on Openness and Transparency – February 2015.</i> d. <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>
There being no further business, the meeting closed at 10:10	

Chairman.....

Date.....

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	<p>c. Rother DC Car Park Rates £ 124.00</p> <p>d. Carol Hodgson Salary - December 2014 £360.50</p> <p>Deposit to Solicitors £100.00 £460.50</p>
8.2	<p>The payments were agreed and signed.</p> <p>To ratify an unadvertised payment made at the meeting on 3rd December 2014:-</p> <p>* Mrs. P. Putland History Group expenses £149.77</p>
8.3	<p>Members ratified their decision.</p> <p>To receive the monthly statement of accounts.</p>
8.4	<p>The accounts were received as attached</p> <p>To confirm the closing of the Santander Bank Account.</p>
8.5	<p>The amended letter was agreed and signed by Cllrs. Overall and Bodey as bank signatories.</p> <p>To discuss the precept for 2015/16</p> <p>Members reviewed the financial information provided by the Responsible Financial Officer and agreed to set the precept at £21,107 resulting in a zero increase to the council tax band D.</p>
9.	<p>Newsletter</p> <p>a. To receive an update</p> <p>Members reviewed the amended Newsletter and agreed it could now be dispatched.</p>
10.	<p>Emergency Plan</p> <p>a. To receive comments on the updated procedures manual for Parish Council's Emergency Plan.</p> <p>Cllr. Goodliffe had no updates to report.</p>
11.	<p>Highway Matters</p> <p>a. To receive an update on the pothole repairs and road drainage maintenance.</p> <p>Cllr. Scott reported that the potholes had been jet washed in preparation for repairing. Cllr. Thomas reported that Potmans Lane had several incidents of burst tyres due to the condition of the road. Cllr. Davies advised that Church Road was soon due to be resurfaced.</p> <p>b. To receive any other reports.</p> <p>There were no reports received.</p>
12.	<p>Community Speed Watch</p> <p>a. To receive any reports.</p> <p>There were no further updates to report. Cllr. Scott was talking with Simon Richardson to take on the coordination of Speed watch.</p>
13.	<p>Playing Field and Pavilion</p> <p>a. To receive an update on deterring dog fouling at the playing field.</p> <p>An item on dog fouling was in the Newsletter. Cllr Goodliffe still had deterrent signs to put up.</p> <p>b. To receive any updates on the works required at the playing field entrance area.</p> <p>Cllr. Scott was investigating the cost of 3 proposed schemes. Having looked at the set-up at Crowhurst Cllr. Scott would also obtain costs for a low rail and post option.</p> <p>c. To receive an update on installing a notice board at the recreation ground.</p> <p>The notice board was on order.</p> <p>d. To receive any other reports.</p> <p>There were no further reports received.</p>
14.	<p>Playground Sub-Committee</p> <p>a. To confirm the final fencing issues around the Children's play area have been resolved.</p> <p>The Clerk was having difficulty with obtaining quotes for the fencing. Cllr. Auer would forward details of alternative fencing contractors to The Clerk.</p> <p>b. To receive an update on finishing the Children's Play Area project.</p> <p>The Clerk would make contact with Scott Lavocah to obtain quotes for the supply and installation of a tyre swing.</p> <p>c. To receive an update on risk assessments.</p> <p>Cllrs. Auer and Goodliffe would forward their risk assessments to The Clerk for the year end audit.</p>
15.	<p>Hedgerows and verges</p> <p>a. To receive an update on tackling overgrown hedges and verges.</p> <p>Cllr. Thomas reported that some of the overgrown hedges had been tackled. The current problem was with muddy verges.</p> <p>b. To receive an update on the dangerous tree in Church Lane.</p> <p>The Clerk would make contact with the resident who reported the tree in order to clarify the position.</p> <p>c. To receive an update on the dangerous hedge in Church Road (Between Glebe Cottages and St. Laurence Church)</p> <p>Cllr. Auer reported that the landowner had been contacted and the hedge had been cutback.</p>

16.	<p>Open Spaces</p> <p>a. To receive any reports. There were no reports received.</p>
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21.	<p>Any other business / reports</p> <ul style="list-style-type: none"> • The Clerk had been contacted by the new Clerk at Crowhurst PC – Keith Robertson to arrange a meeting between the two councils to discuss Neighbourhood Planning. Members were happy to meet and proposed Crowhurst PC suggested some dates. • Cllr. Thomas proposed asking Catsfield Horticultural Society to oversee the maintenance of the Diamond Jubilee Garden.
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