



CATSFIELD PARISH COUNCIL

Minutes of the Parish Council Meeting held on
9th January 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. Kathryn Field – County Council. **Members of the public 0**

Item	Minutes
1.	To receive apologies for absence. Apologies were received from Cllr. Edwards and District Cllr. Curtis.
2.	To approve the minutes of the Parish Council meeting on 5th December 2018 RESOLVED: That the Chair of the meeting is authorised to sign the Minutes for 5th December 2018.
3.	To receive declarations of interest on agenda items. Cllr. Scott declared a personal and prejudicial interest in: <ul style="list-style-type: none"> Item 18.1b – Mr. D. Scott - 400791 - £117.00: as beneficiary of the cheque. Cllr. Hodgson declared personal and prejudicial interests in: <ul style="list-style-type: none"> Item 6.3 – Insurance Claim: as a relative of the insured. Item 17 – Village Hall: as a Trustee and Parish Council’s representative Item 18.1a - Catsfield Village Hall - 400790 - £470.00: as a Trustee, Parish Council’s representative and the Village Hall Booking Clerk. Item 18.1e – Mrs. C. Hodgson – 400794 - £104.59: as beneficiary of the cheque
4.	Public participation session re matters on the Agenda at the Chairman’s discretion. There were no members of the public present.
5.	To receive reports from Cllr Kathryn Field (ESCC) and Cllr Gary Curtis (RDC). County Cllr. Kathryn Field reported that ESCC had been offered a place on a Government pilot scheme to retain 75 per cent of the county’s business rates growth – a route the Government was planning to introduce from 2020. The Budget meeting looked at cuts of £3.5m for 2019/20 – which included an end to subsidies for people using meals-on-wheels services. District Cllr. Gary Curtis was not available to report.
6.	Actions – Outstanding and on-going
6.1	To receive any applications for the casual vacancies on Parish Council. There were no further updates to report.
6.2	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. There were no further updates to report.
6.3	Insurance claim – Damage by a tree to a property on the playing field. There were no updates to report. Members agreed to remove this item from the agenda until further action was required.
6.4	To consider a response the Rother Parking Proposals - Informal Consultation Members discussed Rother DC’s Civil Parking Enforcement proposals for on-street parking which would see parking charges being introduced in certain areas. Cllr. Field advised that any measures implemented were subject to an annual review. Members were pleased to see the formalising of the zigzag lines outside of Catsfield CEP School.
7.	Planning matters
7.1	To consider response to planning applications received as well as those received after this agenda has been published. <ol style="list-style-type: none"> RR/2018/2764/P - Star Cottage, The Stream, Catsfield TN33 9BB Creation of new vehicular access to Star Cottage, to replace existing access. RESOLVED: Parish Council has no objections to this planning proposal and considers the new access will be an improvement safety wise. RR/2018/2949/P - 19 Skinners Lane, Catsfield TN33 9DN Two storey side extension, single storey rear extension, rear dormer, front porch, internal alterations and parking provisions. RESOLVED: Parish Council only concern is with the dormer overlooking neighbouring properties.
7.2	To receive advice of decisions on previous applications. <ol style="list-style-type: none"> RR/2018/2788/P - The Canons - Land Adjoining, Skinners Lane, Catsfield Proposed new relocated barn, stables and driveway. To replace the existing barn and stables. Outcome: APPROVED CONDITIONAL

7.3	<p>b. RR/2018/2678/P - Orchard House, The Green, Catsfield TN33 9DJ Two storey rear extension, single storey side extension, replacement porch and alterations to the existing two storey dwelling including removal of conservatory. Extension to detached garage. Outcome: APPROVED CONDITIONAL</p> <p>c. RR/2018/2364/P - 1 Forestry Cottages, Crowders Lane, Catsfield TN33 9LR Single storey extension to rear, alterations to existing roof with dormer windows to front & rear Outcome: APPROVED CONDITIONAL</p> <p>To note or receive advice on current enforcement orders. 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 James Vaks - Project Manager at East Sussex Highways was waiting for instructions to proceed with the traffic regulation orders etc.</p> <p>8.2 The Green: To receive any updates on traffic calming measures for the zebra crossing area. Cllr. Scott reported on the costings for the belisha beacon improvements at the zebra crossing, which had come in quite high at around £3,800. Members suggested this could be included as part of The Green Traffic Calming Project when considering an application to ESCC for Community Match Funding. East Sussex Highways had asked if Parish Council could contact the landowner where the overgrowth was currently obscuring the belisha beacon and request them to cut it back.</p> <p>8.3 To receive any other reports. There were no further reports received.</p>	
9.	<p>Community Speed Watch</p> <p>9.1 To receive any reports. A report had been circulated to Members from Keith Robertson – Catsfield Community Speedwatch Coordinator. Keith thanked Parish Council for purchasing the new Radar Gun, which had now arrived. It was much lighter than the old one with no battery pack. A couple of sessions had already been run with the new Gun and had proved very easy to use. During December the Police had joined the group, using their own equipment to check speeds. This did not change the way the Speedwatch group operated but anyone the Police found to be travelling over 40 mph were stopped and given a speeding ticket, which worked really well. The Police were very happy to come back and run further. This would probably be at least once a quarter with additional sessions where possible. For this to happen Keith needed to know in advanced when the group would be active and then liaise with the Police to attend either during or overlapping with their session. Volunteers were encouraged to put in their availability as much as they could. They would not be booked for more than one session a fortnight without checking first.</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 on his meeting with F E Philcox Ltd. A quote for railings would follow shortly.</p> <p>10.2 To receive quotes for the proposed work - To clean the entrance There were no further updates to report.</p> <p>10.3 To consider other matters and agree any actions relating to the playing field and pavilion There no other matters for consideration</p>	DS CH
11.	<p>Playground Working Group</p> <p>To receive the latest Recreation Ground Inspection. Cllrs. Thomas and Holgate reported on their latest inspection. The Recreation Ground was relatively free of litter and the play equipment was found in good order. It was noted that there were no 'dog poo bags'.</p>	CH
12.	<p>Hedgerows and verges</p> <p>12.1 To receive any reports. Cllr. Thomas reported that hedges were being cut round and about. There were no issues to raised.</p>	
13.	<p>Open Spaces</p> <p>13.1 To consider and agree Grass Cutting Services for 2019/2020 provided by ESCC Contractors - East Sussex Highways. Rother DC had in the interim confirmed they would fund the additional grass verge cuts for another year. RESOLVED: Parish Council to accept the financial contribution from ESCC to take on the 'Urban' grass cuts. The grass cutting would be contracted to John O'Conner at £185 + VAT per cut</p> <p>13.2 To receive any reports for action or decision Cllr. Scott reported that following discussions with East Sussex Highways, Parish Council did not require a licence to remove the planters along The Green. To place a bench at the site would require a licence.</p>	

14.	<p>Forward Planning Priorities for Catsfield To receive suggestions and proposals from Members without the restriction of formulated plans and accurate costing. Members agreed to include an item in the next Newsletter asking residents for their suggestions.</p>																																									
15.	<p>History Centre To receive any reports. Cllr. Overall had no updates to report.</p>																																									
16.1	<p>Village Hall Car Park To receive an update on the external lighting provision in the Village Hall Car Park RESOLVED: To put on hold the external perimeter lighting provision in the village hall Car Park. To replace the outside lights on the Village Hall to LED on timers / sensors – subject to confirmation of cost from Jennery Associates.</p>	DS																																								
17.1	<p>Village Hall To receive any reports requiring action by the Parish Council The Village Hall Committee had not met since PC's last meeting. Cllr. Hodgson confirmed that the Village Hall had been renewed the annual insurance policy. The buildings were covered for £1,144,000. A new lock had been installed on the Church Road street door to comply with health and safety regulations.</p>																																									
17.2	<p>To accept any other reports There were no other reports received.</p>																																									
18.1	<p>Finance, Audit and Legal To approve and accept the following payments:</p> <table border="0" data-bbox="220 835 1340 1120"> <tr> <td>a. Catsfield Village Hall</td> <td>Annual Fee to 31-Dec-18</td> <td></td> <td>£175.00</td> <td></td> </tr> <tr> <td>Catsfield Village Hall</td> <td>Annual Fee to 31-Dec-19</td> <td>400790</td> <td>£295.00</td> <td>£470.00</td> </tr> <tr> <td>b. Mr. D. Scott</td> <td>RDC Planning App Fee</td> <td>400791</td> <td></td> <td>£117.00</td> </tr> <tr> <td>c. Mr. M. Davey</td> <td>Padlock and keys – PF</td> <td>400792</td> <td></td> <td>£ 11.50</td> </tr> <tr> <td>d. Streetlights</td> <td>Streetlight Repairs</td> <td>400793</td> <td></td> <td>£220.01</td> </tr> <tr> <td>e. Mrs. C. Hodgson</td> <td>Stamps</td> <td></td> <td>£ 7.50</td> <td></td> </tr> <tr> <td></td> <td>Travel to Ringmer 38 miles rtn</td> <td></td> <td>£17.10</td> <td></td> </tr> <tr> <td></td> <td>Annual Microsoft 365 Sub</td> <td>400794</td> <td>£79.99</td> <td>£104.59</td> </tr> </table> <p>The cheque for item 18.1.d was not issued as the suppliers account was currently in credit.</p>	a. Catsfield Village Hall	Annual Fee to 31-Dec-18		£175.00		Catsfield Village Hall	Annual Fee to 31-Dec-19	400790	£295.00	£470.00	b. Mr. D. Scott	RDC Planning App Fee	400791		£117.00	c. Mr. M. Davey	Padlock and keys – PF	400792		£ 11.50	d. Streetlights	Streetlight Repairs	400793		£220.01	e. Mrs. C. Hodgson	Stamps		£ 7.50			Travel to Ringmer 38 miles rtn		£17.10			Annual Microsoft 365 Sub	400794	£79.99	£104.59	
a. Catsfield Village Hall	Annual Fee to 31-Dec-18		£175.00																																							
Catsfield Village Hall	Annual Fee to 31-Dec-19	400790	£295.00	£470.00																																						
b. Mr. D. Scott	RDC Planning App Fee	400791		£117.00																																						
c. Mr. M. Davey	Padlock and keys – PF	400792		£ 11.50																																						
d. Streetlights	Streetlight Repairs	400793		£220.01																																						
e. Mrs. C. Hodgson	Stamps		£ 7.50																																							
	Travel to Ringmer 38 miles rtn		£17.10																																							
	Annual Microsoft 365 Sub	400794	£79.99	£104.59																																						
18.2	<p>To receive the monthly statement of accounts to 31st December 2018 RESOLVED: The monthly statement of accounts to 31st December 2018 was received.</p>																																									
18.3	<p>To receive the bank reconciliation to 31st December 2018 RESOLVED: The bank reconciliation to 31st December 2018 was received.</p>																																									
18.4	<p>To receive an update on the change of details for the bank account Members agreed to defer this item until the new Clerk / RFO was in place.</p>																																									
18.5	<p>To receive an update on the website provision Members agreed no further action was required. The item would be removed from the agenda.</p>																																									
18.6	<p>To approve the Budget for the accounting year 2019-2020 Members had been circulated a draft budget prior to the meeting for review. It was noted that the Tax Base for 2019/20 had dropped. The Parish Council element of Council Tax for 2018/19 Band D was £64.02. Members agreed to keep the Council Tax at this level.</p>																																									
18.7	<p>RESOLVED: No increase in the precept for 2019/20. The precept for 2019/20 will be set as £22,432.61</p>																																									
18.7	<p>To consider any other financial matters which cannot be held over to the next meeting A request for a donation had been received from Rural Rother Trust. RESOLVED: To make a donation to the Rural Rother Trust of £25 from S137 funds.</p>																																									
19.	<p>Clerk / RFO Vacancy To receive an update on the appointment of the new Clerk and RFO. Cllr. Overall reported that there were 2 interested candidates. Cllrs. Overall, Holgate and Hodgson agreed to meet and discuss the next stage.</p>	JO/ MH /CH																																								
20.	<p>To consider any correspondence as well as any correspondence received after this agenda has been published. There were no further items received.</p>																																									
21.	<p>Items for referral to next agenda / reports / future agenda items / correspondence.</p> <ul style="list-style-type: none"> • To consider a use for the decommissioned Heritage Red Phone box • Cllr. Scott raised concerns with the poor mobile phone signals in the Parish. As many company's now rely on mobile phones to text security codes to verify people's identity, a better mobile signal 																																									

	<p>was needed. Members agreed for Cllr. Scott to make preliminary enquiries with the 4 main mobile phone providers to see if / how the signal could be improved and report back at the next meeting.</p> <ul style="list-style-type: none"> • Cllr. Overall had been to a RALC meeting 	DS
22.	<p>Urgent items, at the discretion of the Chairman.</p> <p>No urgent matters were raised.</p>	
	There being no further business, the meeting closed at 9.45pm	

Chairman.....

Date.....