

CATSFIELD PARISH COUNCIL

Minutes of the Meeting held on Wednesday 11th January 2017 in Hermon Cottage

Present:		Apologies:	
Cllr. John Overall (Chairman)	Cllr. David Scott	County Cllr. Kathryn Field	
Cllr. Chris Thomas	Cllr. Martin Holgate	District Cllr. Gary Curtis	
Cllr. Julian Goodliffe	Mrs Carol Hodgson (Clerk/RFO)	2 members of the public	
Item	Agenda Item		
	Cllr. Overall invited the attending members of the public to speak. Mr and Mrs. Robertson were attending in relation to items 11. Community Speed Watch and 17c. To receive a quote for the repair work required to the perimeter fencing in the Car Park. The discussions are recorded under the relevant items		
1.	To receive apologies for absence. All Members were present.		
2.	To approve the minutes of the Parish Council meeting on 7th December 2016 RESOLVED: That the Chair of the meeting is authorised to sign the Minutes of the meeting on 7th December 2016		
3.	To receive declarations of interest on agenda items. Cllr. Holgate declared a personal interest in: <ul style="list-style-type: none"> Item 6.2 – Planning Application RR/2016/2216/P - Henley Down Farm, Watermill Lane, Catsfield having submitted a comment on the application. Cllr. Goodliffe declared a personal interest in: Item 18 – Village Hall as a Trustee and Parish Council’s representative.		
4.	To receive any external reports. Cllr. Field reported: ESCC would be increasing the council tax for 2017/18 to the maximum permitted amount, including the extra 2% for providing Adult Social Care. County Councillors had been invited to a meeting to review the County’s broadband. Cllr. Field invited residents in Catsfield to submit any issues to her on the quality and speed of the local broadband service. The meeting is due to be held on 1 st February 2017 Cllr. Curtis reported: that he had been in contact with ‘Traffic’ to address some of the speeding traffic issues through the village. Highway repairs had been taking place at the junction of Frickley Lane and Skinners Lane. Cllr. Curtis had ‘called-in’ the planning application for an agricultural barn at Henley Down to the planning committee. This was due to be considered by the Planning Committee on 19 th January 2017. Letters of concern had been received from residents regarding the proposed development on land behind the White Hart Pub – a site being considered in RDC’s public consultation of the DaSA. Rother DC were consulting on the Community Governance review of Bexhill. The review applies to the 9 wards of Bexhill-on-Sea and was looking for more evidence and information about the options for governing Bexhill. Cllr. Curtis asked to be notified of any Isolated residents in the village who needed assistance.		
5.	Matters arising <ol style="list-style-type: none"> To receive any applications for the casual vacancies on Parish Council. No further applications or enquiries had been received. To set a date for the Annual Parish Assembly 2017 and discuss promoting the event. RESOLVED: Subject to confirmation of the Village Hall being available, to set the date of the Annual Parish Assembly on Thursday 20th April 2017 		
6.	Planning		
6.1	To consider response to planning applications. There had been no planning applications received.		
6.2	To consider any further response to the following planning application <ul style="list-style-type: none"> RR/2016/2216/P - Henley Down Farm, Watermill Lane, Catsfield TN33 9BN Proposed animal and fodder barn and alteration of ground levels to accommodate. Applicant: Mr C. Napper The planning application had been called-in to the Planning Committee on 19th January 2017. The planning officer was recommending ‘refusal’. Members had no further comments to make. 		
6.3	To receive advice of decisions on previous applications. <ul style="list-style-type: none"> RR/2016/2831/P - 4 Glebe Cottages, Church Road, Catsfield TN33 9BG Proposed single storey extension to the rear of existing dwelling. Outcome: APPROVED CONDITIONAL as per decision notice 23rd December 2016 Noted. 		

6.4	<p>To receive advice on current enforcement orders. There were no updates to report.</p>	
7.	<p>Neighbourhood Planning</p> <p>a. To discuss Rother DC's Development and Site Allocations Local Plan – Options and Preferred Options Consultation. Members had been circulated extracts from the Consultation which referred to Catsfield. The Consultation runs to 20th February 2017. RESOLVED: To consider a response at the next meeting on 1st February 2017.</p> <p>b. To receive an update on the Catsfield 'Local Action Plan' (Re: The Catsfield Parish Survey). There were no further updates to report.</p>	
8.	<p>Newsletter</p> <p>a. To receive any updates. A revised newsletter would be issued to include details of Rother DC's DaSA Local Plan – Options and Preferred Options Consultation, volunteers for Speedwatch and date of the Annual Parish Assembly.</p>	
9.	<p>Emergency Plan</p> <p>a. To receive any further updates. Cllr. Goodliffe had no further updates to report.</p>	JG
10.	<p>Highway Matters</p> <p>a. Traffic Calming Project outside Catsfield CEP School.</p> <p>i. To approve the application to ESCC for Community Match Fund Cllr. Scott had circulated to Members prior to the meeting a copy of the completed application form for ESCC Community Match Funding. The current estimated costs were £3,000 for design works and £16,000 to £20,000 for construction works. Catsfield CEP School together with a donation received from the Catsfield Triangle Committee would be contributing £4,000 towards the overall costs. RESOLVED: To submit the application to the ESCC Community Match Funding scheme for 50% of the construction costs of the traffic calming project outside Catsfield CEP School. To allocate a budget of £10,000 towards the overall cost of the project.</p> <p>b. 'The Green' dangerous driving reported. To receive any updates on traffic calming measures for the zebra crossing area. Cllr. Scott had requested a follow-up report on the latest Speed Watch session from Keith Robertson for review at the February meeting.</p> <p>c. 'Parkgate bends' increase in number of road accidents reported. To receive an update from ESCC's Road Safety Engineer. Following a site visit from ESCC's Road Safety Engineer, County Council had been agreed that further signage would be of benefit in this area.</p> <p>d. To receive any other reports. There were no further updates to report.</p>	DS DS DS
11.	<p>Community Speed Watch</p> <p>a. To receive any reports. Keith Robertson – Catsfield Speed Watch Coordinator - reported that Speed Watch was now up and running with 6 trained operators. The recent weekend session - from 3 different locations in the Village - had logged 50 vehicles driving more than 40mph. These would be followed-up with warning letters issued by Sussex Police. Mr. Robertson had also taken note of the dangerous driving including overtaking and speeding at the pedestrian crossing on The Green. This information would be good evidence for future traffic calming measures. Mr Robertson asked if Parish Council would consider funding to purchase of Hi-Vis Speed Watch jackets and a headcam. RESOLVED: Parish Council to allocate £50 to purchase Hi-Vis jackets.</p>	
12.	<p>Playing Field and Pavilion</p> <p>a. To receive an update on providing seating and a handrail rail outside the Pavilion. The benches would be ordered next month ready for installing in early spring.</p> <p>b. To receive an update on proposed modifications to the Pavilion kitchen to provide an outside servery area. Cllr. Goodliffe reported that a quote for the work had been received from Mr. Terry Jenner amounting to £2,880. RESOLVED: To obtain other quotes for the proposed modifications to the Pavilion kitchen to provide an outside servery area.</p>	JG/DS JG/DS

	<p>c. To receive an update on the proposal to install a sheltered seating by the Children’s Play Area Cllr. Scott was preparing the planning application for submission to Rother DC. Approval would also need to be applied for from Fields in Trust.</p> <p>d. To receive an update on storage facilities at the Recreation Ground for the Catsfield Triangle Committee. Cllr. Scott was preparing the planning application for submission to Rother DC. Approval would also need to be applied for from Fields in Trust.</p> <p>e. To receive any other reports. There were no further reports received.</p>	DS DS															
13.	<p>Playground Sub-Committee</p> <p>a. To receive the latest Recreation Ground Inspection. Cllrs. Thomas and Holgate reported that plastic bolt covers were missing on the play equipment and asked for replacements to be ordered. The stock fencing around the play area had been repaired by Cllr. Thomas. The door on the Dog Poo bin was unhinged and needed repairing / replacing. All four of the downpipes / brackets on the Pavilion were damaged and need replacing. It was also noted that a lot of large clumps of mud were on the Pavilion steps and rubbish was in the play area around picnic table. RESOLVED: To instruct Mr. Terry Jenner to carry out the repair works to the downpipes on the Pavilion. To order plastic bolt covers for the play equipment. To write to the Football Clubs regarding clearing away of mud on the Pavilion steps.</p>	MH/CT															
14.	<p>Hedgerows and verges</p> <p>a. To receive any reports Cllr. Thomas had not received any adverse reports on hedges and verges.</p>	CT															
15.	<p>Open Spaces</p> <p>a. To receive any reports. There were no reports received.</p>	DS															
16.	<p>History Centre</p> <p>a. To receive any reports. There were no reports received.</p>	JO															
17.	<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 was waiting to hear back from a contractor in relation to mole trenching through the Car Park to install external lighting.</p> <p>b. To receive an update on Signage, Rules and regulations and a Risk Assessment Cllr. Goodliffe had no further updates to report.</p> <p>c. To receive a quote for the repair work required to the perimeter fencing in the Car Park Mr and Mrs Robertson had asked at the beginning of the meeting when the repair work would be carried out to the car park fence bordering their property – The Lupins. The fence had fallen and was currently being propped-up on their side. Mr. Robertson asked PC for a date when the fence would be repaired. He advised that he would be taking the props away at the end of February and the fence would fall over. Cllr. Goodliffe responded that Littlewood Fencing had originally offered to repair the fence free of charge and were due to visit to evaluate the repairs needed but he had not received any feedback to date. RESOLVED: To further request from Littlewood Fencing an evaluation of the repairs needed to the perimeter fencing bordering The Lupins.</p>	JG JG JG															
18.	<p>Village Hall</p> <p>a. To consider a quote to update and repair the audio / visual system in relation to the projector. The matter had been left with the Village Hall Committee and there was no further action required by Parish Council at present.</p> <p>b. To receive any other reports. There were no further reports received.</p>	JG															
19.	<p>Finance</p>																
19.1	<p>To approve and sign the following cheques:</p> <table> <tr> <td>a. Surewaste (Sussex) Ltd</td> <td>Waste collection Recreation Ground</td> <td>£ 70.20</td> </tr> <tr> <td>b. SLCC</td> <td>Clerks Annual Membership</td> <td>£ 74.61</td> </tr> <tr> <td>c. Eurooffice</td> <td>Stationery (50% rechg SPC)</td> <td>£104.26</td> </tr> <tr> <td>d. Rural Rother Trust</td> <td>Annual Donation</td> <td>£ 25.00</td> </tr> <tr> <td>e. Catsfield Village Hall</td> <td>Annual Hire Charge</td> <td>£175.00</td> </tr> </table>	a. Surewaste (Sussex) Ltd	Waste collection Recreation Ground	£ 70.20	b. SLCC	Clerks Annual Membership	£ 74.61	c. Eurooffice	Stationery (50% rechg SPC)	£104.26	d. Rural Rother Trust	Annual Donation	£ 25.00	e. Catsfield Village Hall	Annual Hire Charge	£175.00	
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	f. Carol Hodgson	Salary – Dec16	£372.05	
		Microsoft 365 Annual Sub	£ 79.99	£452.04
19.2	<p>RESOLVED: The cheques were approved for payment.</p> <p>To ratify a decision made at the meeting on 7th December 2016 which had not been included on the Agenda, to authorise the following cheques for payment: -</p> <p>* G Burleys Ltd for verti-draining the playing field - £600.00. Reason: To meet supplier terms.</p> <p>RESOLVED: The decision to authorise payment to G Burleys Ltd for £600.00 to meet supplier terms was ratified.</p>			
19.3	<p>To receive the monthly statement of accounts to 31st December 2016</p> <p>RESOLVED: That the monthly statement of accounts to 31st December 2016 was received.</p>			
19.4	<p>To receive the bank reconciliation to 31st December 2016</p> <p>RESOLVED: That the bank reconciliation to 31st December 2016 was received.</p>			
19.5	<p>To discuss the budget and set the precept for 2017/18.</p> <p>Members had received a copy of the budget preparation documents prior to the meeting. Rother DC had advised that the Council Tax base had gone up 5.96 to 351.30. This would allow Parish Council to raise the precept by £375.84 without any increase in the Council Tax – Band D £63.06. The ‘Tax Support Grant’ would be reduced by 50% in 2017/18 due to the cut in funding to Rother DC. Cllr. Thomas proposed that the precept was increase by £375.84 with no increase to the Council Tax. Cllr. Holgate seconded. All unanimously agreed.</p> <p>RESOLVED: To set the 2017/18 precept at £22,152.98</p>			
20.	<p>Any other business / reports / future agenda items / correspondence</p> <p>There was no further business reported.</p>			
	There being no further business the meeting closed at 10:05pm			

Chairman.....

Date.....