



CATSFIELD PARISH COUNCIL

Minutes of the Parish Council

on Wednesday 13th October 2021 at 7pm
in Hermon Cottage, Church Road, Catsfield.

Attended by: Cllr D Richards Vice-Chair, Cllr G Curtis,

Cllr K Curtis, Cllr M Holgate, Cllr S Singh

Also in attendance: Clerk Alexandra Sharp, County Councillor K Field

Members of the Public: 0

The Clerk:
Mrs Alexandra Sharp
The Village Hall, Church Road
Catsfield, East Sussex
TN33 9DP
Phone 07483 306519
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Website www.catsfieldpc.co.uk

Alexandra L Sharp

PARISH COUNCIL MEETING MINUTES		
Item	Agenda Item	
1.	To receive apologies for absence. RESOLVED: Apologies were received from Cllr Robertson, Cllr Fowle	
2.	To approve the minutes of the Annual Parish Council meeting held on 15th September 2021 RESOLVED: The minutes of the Parish Council meeting held on 15 th September 2021 were agreed and approved. The Vice- Chair is authorised to sign the minutes.	
3.	To receive declarations of interest on agenda items. RESOLVED: Cllr Singh declared an interest in item 5.2 as a neighbour of the application property.	
	Public Questions relevant to items on the Agenda	
5.	Planning	GC/KC
5.1	RR/2021/2225/TN Ninfield PV, Potmans Lane, Catsfield TN39 5JL Outline: Installation of a satellite communication mast with dimensions of 3m x 1m. <i>This notification is for information only</i> RESOLVED: Noted.	
5.2	RR/2021/2000/P Mantel Farm, Watermill Lane, Henley Down, Catsfield TN33 9BN Outline: Change of use and siting of a shepherds hut for the provision of massage therapy for private clients. RESOLVED: The Parish Council object to this application as we do not believe that the proposal is compatible with Mantel Farm's current use and that would result in inappropriate overdevelopment within the AONB.	
5.3	RR/2021/2012/P St Kitts - Site Adjacent, Church Road, Catsfield TN33 9DP Outline: Erection of 1no. Chalet Bungalow, together with parking and landscaping RESOLVED: The Parish Council object to this planning application as it is outside of the development boundary and in the AONB. Further, it would create another access outside of the school which would cause access issues.	
5.4	RR/2021/2360/TN Starcroft Farm, Catsfield TN33 9DT Outline: Installation of fixed line broadband electronic communications apparatus. <i>This notification is for information only</i> RESOLVED: Noted.	
6.	To receive reports from Cllr Kathryn Field (ESCC) and Cllr Gary Curtis (RDC). County Cllr Kathryn Field reported the following:- - The County Council met yesterday (12th October 2021) - It is the intention to have communities involved in planning decisions meaning that more individuals may go on to comment on applications - It has been scheduled for the Agreement to be finalised for Junction Road to the Link Road early next year in the hope that works will commence shortly afterwards. There will be traffic lights to control traffic rather than a roundabout. District Cllr Gary Curtis reported the following:- - Battle's Neighbourhood Plan has gone through. - Staffing Issues in RDC Planning continue - Development Sites will be disclosed at the next meeting (next week)	KF/GC
7.	To receive and consider the Clerk's Report Appendix 7 Item 2.2 - it was noted that the repainting of the parking spaced in the Village Hall car park will be undertaken on 26 th October 2021. Item 3.5 - it was noted that this was ordered and there has been a long delay for delivery but it should be arriving by the end of October 2021.	AS

8. **Finance, Audit and Legal**

8.1 To approve the accounts, payments and finance pack to 30th September 2021 to include Budget Update and forecast Appendix 8.1

RESOLVED: The accounts and finance pack to 30th September 2021 were reviewed and approved and the following payments were approved:-

<u>Payments by Bank Transfer pending authorisation</u>			
Payment Date	Payee	Payment Details	Amount
14/10/2021	Alexandra Sharp	Clerk's Salary for October 2021	£605.50
06/11/2021	HMRC	Clerk's PAYE for October 2021	£65.00
14/10/2021	She's Got it Maid	Cleaning @ Pavilion for September 2021	£55.00
14/10/2021	Tim Russell Electrical	Electrical Installation of Memorial Clock and 5 Year Electrical Condition Report	£750.00
14/10/2021	Matt Phelps	Strimming of cemetery area	£410.00
14/10/2021	John O'Conner	Grass Cutting Services - September 2021	£305.14

Payments by direct debit for authorisation

Payment Date	Payee	Payment Details	Amount
23/09/2021	Eon	Streetlighting Electricity Charge - September 2021	£110.20
01/10/2021	Eon	Pavilion Electricity Charge - September 2021	£31.36
28/09/2021	JM Waste Management	Duty of Care fee 2021	£60.00
28/09/2021	JM Waste Management	Waste Collections in September 2021	£76.44
06/09/2021	Vodafone	Camera Monthly Service Payment	£4.00
16/09/2021	Sage UK	Sage Software September 2021	£78.00
27/09/2021	Three	Mobile Broadband	£25.00
27/09/2021	Castle Water	Water Bill for Pavilion (Mar 21 - Dec 21)	£90.69

Payments by debit card pending authorisation

Payment Date	Payee	Payment Details	Amount
21/09/2021	Gardenscape Direct Ltd	Loam and Grass Seed for Cricket Square	£424.95

8.2 To receive and approve the bank reconciliation to 30th September 2021 Appendix 8.2

The bank reconciliation to 30th September 2021 was reviewed and approved.

8.3 To note the retirement and therefore termination of the Parish Council's Contract with Simon Goacher for Payroll Services from 1st April 2022.

RESOLVED: The retirement was noted. The clerk will obtain quotations from alternative Payroll Services.

8.4 To note the resignation of Cllr Singh effective from 11th November 2021 and consider whether we wish to advertise the vacancy again

RESOLVED: Cllr Singh's resignation was noted and it was agreed to readvertise the vacancy.

8.5 To receive the minutes of the August 2021 Village Hall Trustees Meeting

RESOLVED: The minutes of the Village Hall Trustees meeting were received and noted.

9. **Recreation Ground (Playing Field, Playground and Community Pavilion)**

9.1 To receive the summary of monthly recreation ground inspections

RESOLVED: The monthly playground inspections were received and it was further noted that the farming instrument has been moved further into the field. The clerk to establish why this has been done.

9.2 To receive an update from Natalie in relation to the frequency for cleaning the Pavilion

RESOLVED: To be updated at the next November 2021.

9.3 To approve the request for financial support from Catsfield Cricket Club

RESOLVED: The request was approved and it was agreed for the Parish Council to purchase Loam and grass seed for the preparation of the cricket pitch.

9.4 To consider and approve the quotation of £275 for 5 areas of mole catching by Tim Dennis

RESOLVED: It was agreed to instruct Tim Dennis to undertake mole catching at the playing field.

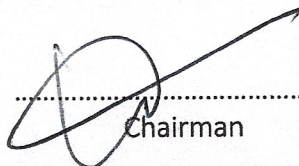
9.5 To approve and consider proposed hourly rate for Parish Council Maintenance Contractor

	RESOLVED: The hourly rate of £25 per hour for the Parish Council Maintenance Contractor.	
10.	Open Spaces	MH/AS
10.1	To consider quotation for tidying of the Village Hall Car Park and agree the future frequency and basis of Village Hall Car Park Maintenance. <u>Appendix 10.1</u> RESOLVED: Deferred to November 2021.	
10.2	To receive and note The Rother District Council (Land on the eastern side of B2204, The Green Catsfield – TPO411) Tree Preservation Order 2021 RESOLVED: The TPO was received and noted. The Clerk to contact the Planning Officer for The Brooks and notify them of the TPO.	
11.	Traffic/Roads/Policing	KR/AS
11.1	To receive and note Speeding Report from Cllr Robertson RESOLVED: The Speeding Report was received and noted.	
12.	Community Engagement	KC/SS
12.1	To receive an update on the planning of village celebrations for HRH The Queens Platinum Jubilee in May 2022 RESOLVED: Cllr Kirsty Curtis confirmed that the poster has now been finalized and will be sent to the Clerk for publishing on the Parish Council Facebook Page, Noticeboard and Website in the next couple of days. The decision how to proceed further will be based on the interest received from the Poster.	
	Items for referral to next agenda / reports / future agenda items / correspondence Consider the proposal from Catsfield Playground to have sole use of Hermon Cottage	

Meeting Closed at 19:54pm.

Next Parish Council meeting to be held at
7pm on Wednesday 10th November 2021 in Hermon Cottage.

Signed:


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Chairman

Dated:

10 Nov 2021
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