



CATSFIELD PARISH COUNCIL

The Clerk:
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Alexandra L Sharp

Minutes
of the Parish Council Meeting held on
Wednesday 19th October 2022 at 7pm
in Hermon Cottage, Church Road, Catsfield TN33 9DP
Attended by: Cllr K Robertson
Cllr G Curtis, Cllr K Curtis, Cllr J Fowle, Cllr S Jacques
Also in attendance: County Cllr Kathryn Field & Clerk Alexandra Sharp
Members of the Public: 10

PARISH COUNCIL MEETING AGENDA		
Item	Agenda Item	
1.	To receive apologies for absence. RESOLVED: Apologies were received from Cllr Holgate	
2.	To approve the minutes of the Parish Council meeting held on 26 th September 2022 RESOLVED: The minutes of the Parish Council meeting held on 26 th September 2022 were agreed and approved. The Chair is authorised to sign the minutes.	
3.	To receive declarations of interest on agenda items	
	Public Questions relevant to items on the Agenda There was a considerable amount of comments from members of the public in relation to their concerns to planning applications at items 5.1, 5.2, 5.3, 5.4 and 5.5 below. The Parish Council will support these comments and incorporate them with the Parish Councils own to be submitted to RDC once the applications are published.	
4.	To receive reports from Cllr Kathryn Field (ESCC) and Cllr Gary Curtis (RDC). The following report was received from Cllr Gary Curtis:- - A motion to have 100% affordable housing applications delegated to case officers was defeated. - The rebuilding of the Town Hall was discussed at length but was refused. - A rat infestation along Bexhill seafront is being treated and this is being investigated. - Rother District Council do not have a Warm Spaces policy at the moment but an update on this is anticipated. The following report was received from Cllr Kathryn Field:- - Battle Fire Station has had an appliance removed and this has not been redeployed. - East Sussex County Council are forming a Warm Spaces Policy in order to provide a place of warmth on a regular basis for those in need i.e. those working from home during the winter in response to the cost of living crisis. Cllr Robertson noted a party political document delivered by Katherine field in behalf of the Liberal Democrat party as members of Rother District Council. Cllr Robertson noted that the document delivered to residents of Catsfield and other Rother Parishes included action to challenge the proposed Normanhurst developments by Greystoke. Cllr Roberston would very much appreciate the support of Cllr Field as our County Councillor in this respect but was disappointed that Cllr Field had made no contact with the Parish Council and asked that any further actions be communicated first with the Parish Council so that we can co-ordinate our support for the residents of Catsfield and that Councillor Field also liaise with the RDC ward member responsible for Catsfield, Cllr Gary Curtis. It is important to not let party politics stand in the way of supporting local residents.	KF/GC
5.	Planning and Enforcement	GC/KC
5.1	To receive an update on Planning Expert advice/assistance re: Proposal in the RDC Plan for site allocations for the land behind the White Hart Pub It was noted that Planning Consultants are unable to provide any assistance until a full planning application is live.	
5.2	To receive an update on the Land Behind the White Hart It was noted that correspondence had been received from the architect for this application and that they will attend the Parish Council meeting on 14 December 2022 to present to the Parish Council and any public that attend their proposals for the land.	
5.3	To receive an update on The Brooks There is no update.	
5.4	To receive and review proposals from Greystoke in relation to Normanhurst Estate	

5.5	It was noted that the application for The Normanhurst Estate will be live on 24th October 2022 at midday on Rother District Council's website. To note the response from Greystoke to attending Parish Council meeting on 9th November 2022 RESOLVED: It was noted that 3 representatives will be attending the Parish Council meeting on 9th November 2022 at 7pm and that the meeting will be held in the Village Hall in anticipation of a large number of attendees. The Clerk will post notices of this on the Council's website, notice board and on social media.																																																																																													
5.6	Tree Preservation Order – The Normanhurst Estate An update was received in relation to the Tree Preservation Order, that although the Tree Preservation Order was breached Rother District Council have decided not to prosecute as they considered the breach to be minor. The Parish Tree Warden confirmed that he would write once again to RDC in his capacity of Tree Warden for Catsfield in relation to the breach of the TPO stating that no action is not sufficient. The Parish Council will also write to RDC confirming the same and asking for sight of the report that led RDC to conclude that the breach was minor and did not require prosecution.																																																																																													
6.	To receive and consider the Clerk's Report <u>Appendix 6</u> The Clerk's Report was received and noted.	AS																																																																																												
7.	Finance, Audit and Legal	KR																																																																																												
7.1	To approve the accounts, payments and finance pack to 30th September 2022 to include the forecast to April 2023 <u>Appendix 7.1</u> RESOLVED: The accounts and finance pack to 30 September 2022 were reviewed and approved and the following payments were approved:- <u>Sept/Oct Payments</u> <table><tr><th colspan="4"><u>Payments by Bank Transfer pending authorisation</u></th></tr><tr><th></th><th>Payee</th><th>Payment Details</th><th>Amount</th></tr><tr><td>20/10/2022</td><td>Alexandra Sharp</td><td>Clerk's Salary for October 2022</td><td>£602.00</td></tr><tr><td>06/11/2022</td><td>HMRC</td><td>Clerk's PAYE for October 22</td><td>£80.20</td></tr><tr><td>20/10/2022</td><td>John O'Conner</td><td>Grass Cutting in September 2022</td><td>£305.14</td></tr><tr><td>20/10/2022</td><td>Maiden Accountancy</td><td>Quarterly payroll services to December 2022</td><td>£36.00</td></tr><tr><td>20/10/2022</td><td>John O'Conner</td><td>Marking of Football Pitch (to be reimbursed by CFC)</td><td>£164.00</td></tr><tr><td>20/10/2022</td><td>1066 Security</td><td>Installation of CCTV</td><td>£1,465.20</td></tr><tr><td>20/10/2022</td><td>She's Got It Maid</td><td>Cleaning of Pavilion for September 2022</td><td>£55.00</td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><th colspan="4"><u>Payments by direct debit for authorisation</u></th></tr><tr><th>Payment Date</th><th>Payee</th><th>Payment Details</th><th>Amount</th></tr><tr><td>28/09/2022</td><td>JM Waste Management</td><td>Waste Collections in Sept & Duty of Care fee 2022</td><td>£136.44</td></tr><tr><td>16/09/2022</td><td>Sage</td><td>Monthly subscription -September 22</td><td>£86.40</td></tr><tr><td>21/09/2022</td><td>Eon</td><td>Electricity Charges for Pavilion</td><td>tbc</td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><th colspan="4"><u>Payments by debit card pending authorisation</u></th></tr><tr><th>Payment Date</th><th>Payee</th><th>Payment Details</th><th>Amount</th></tr><tr><td>08/09/2022</td><td>Executive Retail Ltd</td><td>Book of Condolence</td><td>£32.98</td></tr><tr><td>21/09/2022</td><td>Butts Mutts</td><td>Dispenser refill bags</td><td>£104.78</td></tr><tr><td></td><td></td><td></td><td></td></tr></table>	<u>Payments by Bank Transfer pending authorisation</u>					Payee	Payment Details	Amount	20/10/2022	Alexandra Sharp	Clerk's Salary for October 2022	£602.00	06/11/2022	HMRC	Clerk's PAYE for October 22	£80.20	20/10/2022	John O'Conner	Grass Cutting in September 2022	£305.14	20/10/2022	Maiden Accountancy	Quarterly payroll services to December 2022	£36.00	20/10/2022	John O'Conner	Marking of Football Pitch (to be reimbursed by CFC)	£164.00	20/10/2022	1066 Security	Installation of CCTV	£1,465.20	20/10/2022	She's Got It Maid	Cleaning of Pavilion for September 2022	£55.00									<u>Payments by direct debit for authorisation</u>				Payment Date	Payee	Payment Details	Amount	28/09/2022	JM Waste Management	Waste Collections in Sept & Duty of Care fee 2022	£136.44	16/09/2022	Sage	Monthly subscription -September 22	£86.40	21/09/2022	Eon	Electricity Charges for Pavilion	tbc									<u>Payments by debit card pending authorisation</u>				Payment Date	Payee	Payment Details	Amount	08/09/2022	Executive Retail Ltd	Book of Condolence	£32.98	21/09/2022	Butts Mutts	Dispenser refill bags	£104.78					
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7.2	To receive and approve the bank statement <u>Appendix 7.2a</u> and reconciliation <u>Appendix 7.2b</u> and balance sheet <u>Appendix 7.2c</u> to 30th September 2022. RESOLVED: The bank statement, reconciliation and balance sheet to 30th September 2022 was reviewed and approved.																																																																																													
7.3	To approve the purchase of a Poppy Wreath for Remembrance Sunday RESOLVED: The purchase of a Poppy Wreath for Remembrance Sunday																																																																																													
7.4	To consider the application to join the Parish Council <u>Appendix 7.4</u> The application was considered and the unanimous vote to co-opt Sarah Jacques to the Parish Council																																																																																													
7.5	who then signed the Declaration of Acceptance of Office. To note the receipt of £100 as a compensation payment from the Co-Operative Bank RESOLVED: Noted. The forecast of our financial position by 31 March 2023 was noted and agreed. While total reserves are healthy these are mainly restricted funds to find infrastructure projects. The balance on our general reserves will be lower that recommended. The Clerk will now prepare a draft budget 2023-24 for review at the November meeting.																																																																																													
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8.	<u>Recreation Ground (Playing Field, Playground and Community Pavilion)</u>	MH																																																																																												
8.1	To receive the summary of monthly recreation ground inspections.																																																																																													

8.2	RESOLVED: The summary of monthly recreation ground inspections were received and it was noted that there was nothing that required urgent attention. To receive an update on actions from RoSPA annual playground inspection <u>Appendix 8.2</u>	
8.3	To be deferred to Parish Council meeting in November 2022	
8.4	To note the completion of the CCTV at the Pavilion and receive an update on the initial connectivity issues. RESOLVED: It was noted that the issues were now rectified and the CCTV was fully functional. To consider and agree ownership and management status of the storage units at Catsfield Rec It was agreed that the Clubs would be contacted and asked to choose if they prefer to continue to maintain, insure and manage the storage sheds, alternatively the Parish Council are happy to insure and maintain them, but under the full control and management of the Parish Council.	
9.	Open Spaces	MH
9.1	To note the CAVAT Report from Parish Council's Tree Warden in relation to Trees on The Normanhurst <u>Appendix 9.1</u> RESOLVED: The Report was received and noted. The Parish Council are very grateful to Dr Feltwell for his work on this.	
9.2	To receive a quotation from contractor for clearance of the Village Hall Car Park and receive proof of appropriate insurance. RESOLVED: The quotation for £225 was agreed subject to appropriate public liability insurance.	
9.3	To consider the creation of an Emergency Plan for Catsfield. It was agreed for the Clerk to draft an Emergency Plan for consideration.	
9.4	To consider ESCC Urban Cuts Options and confirm Parish Councils choice <u>Appendix 9.4</u> RESOLVED: It was agreed that the Parish Council would choose option 2, i.e. to pay for ESCC to undertake additional cuts.	
10.	Traffic/Roads/Policing	KR
10.1	To receive an update on traffic surveys and Speedwatch The following update was received:- This week Catsfield are taking part in Speedwatch Project Edward, with sessions booked in for this week (week commencing 17 th October 2022) and it is anticipated that there will also be police presence to support.	
11.	Community Engagement	KC
11.1	To receive an update on the status of the Village Survey Deferred to next Parish Council meeting.	
12.	Village Hall	KR
12.1	To receive an update on the Village Hall Energy Scheme RESOLVED: Catsfield Village Hall have signed up to be included in the Decarbonising Scheme, which is managed and funded by RDC.	
Items for referral to next agenda / reports / future agenda items / correspondence.		

Next Parish Council meeting to be held at
6pm on Wednesday 9th November 2022 in The Village Hall

Signed:

Dated:


Chairman
9/11/22