



CATSFIELD PARISH COUNCIL

Minutes of the Parish Council Meeting held on
9th September 2020 via Zoom Video Conferencing

(Recorded for Parish Council records)

Attended by Cllr Robertson - Chairman ,

Cllr. Scott, Cllr. Holgate, Cllr Richards

Also, in attendance: Clerk Alexandra Sharp,

The Clerk:
Mrs Alexandra Sharp
The Village Hall, Church Road
Catsfield, East Sussex

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PARISH COUNCIL MEETING MINUTES			
Item	Agenda Item		
1.	Public Questions relevant to items on the Agenda To receive apologies for absence. Apologies were received from Cllr Kirsty Curtis, District Cllr Gary Curtis and County Cllr Kathryn Field.		
2.	Exclusion of Press and Public		
3.	To approve the minutes of the Parish Council meeting held on 26th August 2020 2020 held by Zoom Video Communications. RESOLVED: The minutes of the Parish Council meeting held on 26 th August 2020 were agreed, subject to an amendment to the date mentioned in item 9.1 and the chair of the meeting is authorised to sign them.		
4.	To receive declarations of interest on agenda items. No declarations of interest were received.		
5.	To receive reports from Cllr Kathryn Field (ESCC) and Cllr Gary Curtis (RDC). Cllr Kathryn Field (ESCC) and Cllr Gary Curtis (RDC) were absent and so no reports were received.		
6	To receive and consider the Clerk's Report Appendix 6 Clerk's Report was received and noted.		
7.	Finance, Audit and Legal		
7.1	To approve and accept the following payments:		
	<u>Payments by cheque pending authorisation</u>		
	Cheque No.	Payee	Payment Details
			Amount
	<u>Payments by Bank Transfer pending authorisation</u>		
	Payment Date	Payee	Payment Details
			Amount
	25/09/2020	Alexandra Sharp	Clerk's Salary for Sept 2020 & backdated overtime
	06/10/2020	HMRC	Clerk's PAYE for Sept 2020
	10/09/2020	John O'Conner (GM) Ltd	Playing Field Grass Cuts – August 2020
	10/09/2020	Valens Water Limited	Legionella Water Testing
	<u>Payments by Bank Transfer paid pending authorisation</u>		
	03/09/2020	A1 Locksmiths	Changing of Pavilion Locks and Security Keys
			£490.00
	<u>Payments made by direct debit paid for authorisation</u>		
	Payment Date	Payee	Payment Details
			Amount
	24/08/2020	Eon	Streetlighting Electricity Charge – August 2020
	28/08/2020	JM Waste Management	Waste Collections in August 2020
	11/08/2020	Vodafone	Camera Monthly Service Payment
			£4.00
	<u>Payments by direct debit pending authorisation</u>		
	<u>Payments paid by cheque awaiting authorisation</u>		
	Payment Date	Payee	Payment Details
			Amount

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	Payments paid by debit card awaiting authorisation				AS AS AS AS
	Payment Date	Payee	Payment Details	Amount	
	31/08/2020	MuttsButts	Dog Waste Dispenser Refill Bags x1600	£68.15	
	RESOLVED: All payments were authorised and approved.				
7.2	To note receipt of the second instalment of the parish precept. RESOLVED: It was noted that the sum of £11,216.50 was received representing the second instalment of the parish precept.				AS AS AS AS
7.3	To receive and approve the monthly statement of accounts to August 2020 <u>Appendix 7.3</u> RESOLVED: The monthly statement of accounts was received and approved.				
7.4	To receive and approve the bank reconciliation (and supporting pack) to August 2020 <u>Appendix 7.4</u> RESOLVED: The bank reconciliation and supporting pack was received and approved.				
7.5	To receive and consider the quote from A1 Locksmiths for the installation of mortice locks for Pavilion Toilets. <u>Appendix 7.5</u> RESOLVED: The quotation in the sum of £300 was received and by a majority vote, it was agreed that the quotation should be accepted and the installation of mortice locks should proceed.				
8.	<u>Playing Field and Pavilion</u>				
8.1	To receive the Playground Inspection Report <u>Appendix 8.1</u> The Playground Inspection Report was received and it was noted that there were no items requiring immediate action. It was agreed for Cllr Richards to look into the items that are noted as requiring some action and report back.				
8.2	To consider and agree work to be undertaken to repair the ground at the playing field entrance. Quotation not yet obtained. Cllr Richards to chase.				
8.3	To consider and agree whether the Plant Room at the Pavilion should be used for storage purposes and if not, whether an alternative location should be provided. To discuss this with Catsfield Clubs to establish their storage requirements.				
8.4	To consider and agree waiving Catsfield Stoolball Club's fees for 2020 due to non usage. It was agreed that any club that has not been able to use the recreation ground this year will have a pro-rata reimbursement, issued as a credit note for fees that will be due for the year.				
9.	<u>Community Engagement</u>				KC
9.1	To receive, consider and agree content for Parish Council Facebook page Catsfield Parish Council Facebook page is now active. It was agreed at a Newsletter will be sent out, subject to the Clerk's approval.				
10.	<u>Parish Planning</u>				KR KR
10.1	To agree the approach and structure for producing the plan (Appendix 10.1) Deferred to Parish Council meeting on 14 th October 2020.				
10.2	To consider and approve quotation from AiRS The quotation was received and considered too expensive as the Parish Council could not see the benefits from that level of expenditure. The Parish Council agreed to invite AiRS to the next Parish Council meeting to present any less costly alternative approach they may have, detail their work and hopefully a less costly quotation.				
11.	Items for referral to next agenda / reports / future agenda items / correspondence.				

Signed:

Chairman

Dated: