



CATSFIELD PARISH COUNCIL

The Clerk:
Mrs Alexandra Sharp
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Minutes of the Parish Council Meeting held on
14th October 2020 via Zoom Video Conferencing
(Recorded for Parish Council records)

Attended by Cllr Robertson - **Chairman**, Cllr Richards **Vice Chairman**
Cllr. Scott, Cllr. Holgate, Cllr Curtis

Also, in attendance: Clerk Alexandra Sharp, County Cllr Kathryn Field and District Cllr Gary Curtis.
Members of the Public: 1

PARISH COUNCIL MEETING MINUTES																											
Item	Agenda Item																										
1.	Election of Vice Chairman for the ensuing year A proposal was received for nominating Cllr Damian Richards to be elected as Vice Chairman for the next administration year. Which was seconded and approved by a majority. Therefore, Cllr Damian Richards was duly elected as Vice Chairman to Catsfield Parish Council.																										
2.	Public Questions relevant to items on the Agenda Concern was expressed from members of the public regarding developments in Potmans Lane, in particular relating to apparent domestic occupation of non-domestic premises. It was noted that the resident raised this issue back in July 2019 with RDC but is still awaiting action. Parish Council explained that unfortunately this is a matter for RDC rather than the Parish Council and advised the resident to liaise with RDC and, Cllr Gary Curtis to get this moving forward.																										
3.	To approve the minutes of the Parish Council meeting held on 9th September 2020 held by Zoom Video Communications. RESOLVED: The minutes of the Parish Council meeting held on 9 th September 2020 were agreed and approved.																										
4.	To receive declarations of interest on agenda items. RESOLVED: Cllr Holgate declared an interest in item 7.5 having recommended and having connection to a suitable cleaner for consideration.																										
5.	To receive reports from Cllr Kathryn Field (ESCC) and Cllr Gary Curtis (RDC). Cllr Gary Curtis had nothing to report. Cllr Kathryn Field reported the following:- - COVID19 rates are low in Rother, but again so is testing numbers. Furthermore during the pandemic the number of domestic violence incidents have increased, and not all of which are being reported. - It is urged that if anyone suspects that domestic violence is occurring you must report it.																										
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:																										
Payments by cheque pending authorisation																											
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29/09/2020	East Sussex Highways	Black Cat Radar Device Licence fee	£58.28
Payments made by direct debit paid for authorisation			
Payment Date	Payee	Payment Details	Amount
23/09/2020	Eon	Streetlighting Electricity Charge – September 2020	£110.20
23/09/2020	Eon	Pavilion Electricity – September 2020	£40.65
28/09/2020	JM Waste Management	Waste Collections in September 2020 & Duty of Care fee	£136.44
11/09/2020	Vodafone	Camera Monthly Service Payment	£4.00
Payments by direct debit pending authorisation			
Payments paid by cheque awaiting authorisation			
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Payments paid by debit card awaiting authorisation			
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26/09/2020	Amazon	Envelopes and address labels	£25.43
30/09/2020	Post Office	350 Stamps for Newsletter	£227.50

RESOLVED: All payments were authorised and approved.

7.2 To receive and approve the monthly statement of accounts to September 2020 Appendix 7.2

RESOLVED: The monthly statement of accounts was received and approved.

7.3 To receive and approve the bank reconciliation (and supporting pack) to September 2020 Appendix 7.3

RESOLVED: The bank reconciliation and supporting pack was received and approved, subject to the creditors issue being dealt with.

7.4 To consider changing the Parish Council's email account. Appendix 7.4

It was agreed that contact would be made with Russel Cole to consider the best way forward for Parish Council's email account.

7.5 To consider prices and options (i.e. frequency) for a cleaner for the Pavilion. Appendix 7.5

RESOLVED: It was agreed to ask Natalie Wadey to undertake the cleaning of the Pavilion on a fortnightly basis initially at a cost of £20 per clean.

7.6 To consider and agree a response to RDC Early Engagement Survey. Appendix 7.6

The responses to the RDC Early Engagement Survey were considered and agreed by the Parish Council, the Clerk to now consolidate the responses and present them in a word document to submit to RDC.

7.7 To consider and agree a response to RDC Settlement Studies (Facilities and Services Questionnaire) Appendix 7.7

It was agreed that Cllr Scott and Cllr Holgate would put together a response for the RDC Settlement Studies Questionnaire.

7.8 To consider and agree a response to White Paper: Planning for the Future Appendix 7.8

RESOLVED: It was agreed that SSALC's response to the White Paper would be a sufficient response and that Catsfield Parish Council do not need to submit a separate response.

7.9 To consider and agree a response to consultation on Transparency and Competition Appendix 7.9

RESOLVED: It was agreed that Catsfield Parish Council would not submit a response to this consultation as it is not relevant.

7.10 To consider and agree a response Changes to the planning system Appendix 7.10

RESOLVED: It was agreed that the response submitted to the government by RALC to the White Paper would be a sufficient response and that Catsfield Parish Council do not need to submit a separate response.

8. Recreation Ground (Playing Field, Playground and Pavilion)

8.1 To receive the Pavilion and Playground Inspection

RESOLVED: Cllr Holgate undertook an inspection of the recreation ground, playground etc, the following was noted:-

- Loose slats on benches
- Broken plastic on goals
- Not as much litter as before
- Pavilion Clock isn't working

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8.2	- Little gate to playground isn't able to shut properly due to padlock. It was also noted that a 14 year old resident of Catsfield is undertaking their Duke of Edinburgh Award and has been in touch with the Clerk, and would like to volunteer to help us for an hour a week. It was agreed to ask him to assist with litter picking at the recreation ground. It was agreed for the clerk to purchase some Litter Pickers, Bags and Gloves for this purpose and to help enable us to get on top of the litter issue at the recreation ground. It was agreed for the Clerk to obtain quotations for jet washing of the playground equipment and the front of the pavilion. To consider and approve quotation for work to be undertaken to repair the ground at the playing field entrance. The following quotations were received from Winchesters £1,790 + VAT for the small area at the entrance £3,420 + VAT for the whole entrance area RESOLVED : It was agreed that we would proceed with the quotation to the large area of the entrance at the sum of £3,420. Cllr Richards would arrange for the formal quotation to be emailed to the Clerk, on receipt of which the Clerk would ask them to proceed with the work.	
8.3	To consider the revision of how fees are charged for the use of the playing field Deferred to the parish Council meeting on 11th November 2020.	
9. 9.1	Community Engagement To consider messages for Oct/Nov on Facebook and any feedback from the newsletter. It was noted that three applications have been received for the vacancies and interviews will be being conducted prior to the next Parish Council meeting on 11th November 2020.	KC
10. 10.1	Parish Planning To consider revised quotation from AiRS and planning framework for the Parish Plan A meeting is schedule with Faustina Bayo of AiRS on Wednesday 21st October 2020 at 6:30pm to receive and review their proposal.	KR
11.	Planning Applications RR/2020/1528/P Skinner Lane - Land at, Catsfield TN33 9DN Outline: Variation of conditions 2, 4, 7 & 8 imposed on planning permission RR/2018/1580/P to allow change to landscaping and drainage design; change to paving materials; change to landscaping scheme and surface water drainage scheme RESOLVED: To submit the following comment to Rother DC Planning: The Parish Council are concerned that the surface water drainage into the stream could cause problems with flooding in an area that already suffers in times of heavy rain.	
12.	Items for referral to next agenda / reports / future agenda items / correspondence.	