



CATSFIELD PARISH COUNCIL

Minutes of Catsfield Parish Council Meeting
Held on Wednesday 13th December 2023 at 7pm
in Hermon Cottage, Church Road, Catsfield TN33 9DR

In attendance: Cllr Keith Robertson, Cllr Sharon Harris and Cllr Martin Holgate. Also in attendance Emily Stewart, Clerk. County Cllr Kathryn Field and District Cllr Chas Pearce
 Members of the public: 0

The Clerk:
 Emily Stewart
 The Village Hall, Church Road
 Catsfield, East Sussex
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Emily Stewart

PARISH COUNCIL MEETING AGENDA		
Item	Agenda Item	
1.	To receive apologies for absence. Apologies were received from Cllr Sarah Jacques	
2.	To approve the minutes of the Parish Council meeting held on 8th November 2023. RESOLVED: The Minutes of the Parish Council meeting held on 8 th November 2023 were approved. The chair is authorised to sign the minutes.	
3.	To receive declarations of interest on agenda items. There were no declarations of interest	
	Public Questions relevant to items on the Agenda There were no public questions.	
4.	Planning and Enforcement There were no planning applications to be considered.	
5.	To receive reports from County Cllr Kathryn Field (ESCC) & District Cllr Chas Pearce (RDC). The following reports were received: County Cllr Kathryn Field reported: - A review into school permanent exclusions is to take place as numbers appear to be high for the county. It was noted that the majority of these exclusions were from academies rather than LA funded schools. District Cllr Chas Pearce: - Funding from Kings Coronation. £76,000 from DEFRA mainly for community auctions. Applications can be made in the Spring 2024 - 'Micro-woods' are being planted in urban areas –Rye, Battle and Bexhill. - Rural Community Infrastructure grant in place for electrical vehicle points, community energy schemes and kitchens in community hubs. Open now until March 2024. Up to £20,000. Applicants must have 20% to put into the project. - Rother District Council budget consultation being held online at rother.gov.uk/budget24 - Flexibus £1 fare between 18/12/2023 – 22/12/2023 - Ongoing discussions on drainage issues which cause flooding in Church Road, seeking to get culvert cleared and draining issues sorted to avoid future flooding. - Drainline needs to re-attend to clear drains in the village and contact residents beforehand so they can move vehicles to allow access.	KF CP
6.	To receive and consider the Clerk's Report Appendix 6 The Clerk's Report was received and noted.	ES
7.	Finance, Audit and Legal	ES/KR
7.1	To approve the accounts payments and finance pack to 30th November 2023 Appendix 7.1 RESOLVED: The accounts and finance pack to 30 th November 2023 and the following payments were reviewed and approved:	ES/KR

December payments

Payments by Bank Transfer pending authorisation

	Payee	Payment Details	Amount
14/12/2023	E.Stewart	Salary - December 2023	£ 996.00
09/11/2023	K.Robertson	Key Cutting	£ 36.00
14/12/2023	V.Robertson	Pavillion Cleaning Oct & Nov 2023	£ 50.00

Payments by direct debit for authorisation

Date	Payee	Payment Details	Amount
17/11/2023	Castle Water	Water rates	£ 8.27
21/11/2023	E.on	October 2023 Electricity Pavillion	£ 64.89
27/11/2023	Npower	Street Lighting Electric. Sept?	£ 230.02
28/11/2023	JM Waste	Waste management rec November 2023	£ 76.44
29/11/2023	RDC	Dog Waste Bin Emptying (Bin 2) Oct23-Mar24	£ 89.10
30/11/2023	BT	Broadband/phone/mobile Quarterly	£ 341.71

Payments by debit card pending authorisation

Payment Date	Payee	Payment Details	Amount
06/11/2023	Land Registry	Land Registry Search	£ 3.00

- 7.2** To receive and approve the bank statement Appendix 7.2a and reconciliation Appendix 7.2b and balance sheet Appendix 7.2c to 30th November 2023.

RESOLVED: The bank statement, reconciliation and balance sheet to 30th November 2023 was reviewed and approved.

- 7.3** To consider the final budget 2024/2025

RESOLVED: The final budget was reviewed and approved.

- 7.4** To agree the precept for 2024/2025

RESOLVED: The precept was reviewed and approved

- 7.5** To agree the Clerk overtime

RESOLVED: The clerk's overtime was reviewed and approved.

- 7.6** To consider application for financial assistance for Red Coat Orchard

RESOLVED: The request for funding for a defibrillator was reviewed and rejected on the basis that the Parish Council cannot use public funds to fund commercial organisations.

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

- 8.1** To receive the summary of recreation ground inspections through November 2023.

RESOLVED: The monthly inspections were received. The following was noted:

- The benches are in need of maintenance; quotation for their repair is to be obtained.
- The seat on the zip wire cannot be repaired and will need to be replaced
- PAT testing on the appliances in the pavilion have expired and quotation for their renewal is to be obtained
- Removal of 2nd clock at the pavilion to be carried out and the main clock reset
- Cllr Sarah Jacques to setup a meeting with the football club to discuss current charges with a view to increasing them.

- 9.** **Open Spaces**

- 9.1** To receive an update in relation to contact with Clarion Housing

No updates as no response has been forthcoming.

- 9.2** Confirm choice for Urban Cuts for 2024 Appendix 9.2

RESOLVED: Option 2 was agreed

- 10.** **Traffic/Roads/Policing**

- 10.1** To receive an update on traffic surveys and Speedwatch

Police supported Speedwatch will be carried out in December.

- 10.2** To receive an update on applying for a 30mph limit north of the village.

An application for funding is going to be submitted to carry this out but discussions are still ongoing regarding a decision on whether it will be implemented. Further updates to follow but it was noted how difficult it is to engage ESCC in any discussion regarding road safety and speed limits.

- 11.** **Community Engagement**

- 11.1** Review and consider the results of the Parish survey

ES/KR

KR

KR

KR

ALL

SJ, KR,
SH, ES

SJ/ES

MH

ES

KR

SJ/SH

	RESOLVED: The results of the survey have been collated and further review will be needed in a separate meeting. The following was also agreed: - It was agreed that SJ & SH will arrange a drop in session for the community to discuss specific ideas following the results of the survey on how to improve the recreation ground and services in the village. Date, time and location to follow. - New parish Councillors needed. SH & SJ to update ES with details to be uploaded to the website.	
11.2	Review and consider the current draft of the strategy document RESOLVED: KR to update document and send. Further meeting required for discussion.	
11.3	To consider next steps for the Neighbourhood Plan RESOLVED: It was agreed to seek consultation on whether a neighbourhood plan would be suitable for the Parish.	
12.	Confirm new employment of Clerk & RFO and approve contract RESOLVED: Contract of employment signed and approved	
	Items for referral to next agenda / reports / future agenda items / correspondence.	

Next Parish Council meeting will be held
on Wednesday 10th January 2024 at 7pm in Hermon Cottage.

Signed:

Chairman

Dated: