



CATSFIELD PARISH COUNCIL

**Minutes of Catsfield Parish Council Meeting
held on Thursday 21st November 2024 at 19:00
in Hermon Cottage, Church Road, Catsfield TN33 9DP.**

CLLrs in attendance: Cllr Keith Robertson, Cllr Martin Holgate, Cllr Sharon Harris, Cllr Des Christian, Cllr Sarah Jaques and Cllr Diane Wilson.

Also in attendance: Mrs Vicki Rutt – Clerk, Cllr Field, Cllr Pearce and four members of the public.

Clerk & RFO: Mrs Vicki Rutt
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PARISH COUNCIL MEETING MINUTES	
Item	
1.	To receive apologies for absence. There were no apologies.
2.	To approve the minutes of the Parish Council meeting held on the 17th October 2024 RESOLVED: The minutes were approved and signed.
3.	To receive declarations of interest on agenda items. There were no declarations of interest.
4.	Public Questions There were no public questions.
5.	To receive reports from County Cllr Kathryn Field (ESCC) & District Cllr Chas Pearce (RDC) RDC - Cllr Pearce reported that it is still quiet. The severe weather process has opened to support homeless sleepers. RDC have joined 56 other local government to try and source more funding. There is free Christmas parking in Battle and Bexhill. Battle dates are 30 th November 7 th December and 21 st December. Bexhill dates are 7 th Dec, 8 th Dec Manor Barn only, 14 th Dec and 21 st Dec. RDC have sent out the budget consultation and this is on the PC agenda for December meeting. ESCC – Cllr Field reported that ESCC are still working on the budget. They are awaiting a settlement from the Government. The Director of Adult Social Care is trying to protect as much as they can.
6.	To discuss and agree a response to the consultation for enabling remote attendance and proxy voting at council meetings Councillors discussed the questionnaire and proposed answers to each question. The Council were unanimous that meetings should be face to face but would support Councillors attending meetings remotely, in exceptional circumstance. RESOLVED: Clerk will submit the response to the consultation. Action 1.
7.	Planning and Enforcement <u>RR/2024/1764/P and RR/2024/1765/L - The Hop Barn, The Stream, Catsfield TN33 9BB</u> Proposed extension to annexe to provide covered parking bays. <i>The PC discussed and there were no objections.</i> <u>RR/2024/1907/P - 2 Frickley Cottages, Freckley Hollow, Catsfield TN33 9LT</u> Proposed single storey extensions and entrance porch, together with associated alterations and improvements. <i>The PC discussed and there were no objections.</i> <u>RR/2024/1535/P - Eastlands Farm - Land at, Catsfield TN33 9BB</u> Erection of a Battery Energy Storage System (BESS) facility together with associated landscaping, engineering works, site access and ancillary works. <i>Members of the public attended to ask questions about this site. The PC discussed and listened to an explanation from one of the landowners. Councillors voted to support; however, areas of concern were noted as there should be no damage to the ancient or high value woodland, the site should be screened from view from the footpaths and there needs to be proper access for emergency vehicles.</i>
8.	Clerks Matters
8.1	To receive and consider the Clerk's action log The Clerk went through the action log and updates were provided to Councillors.
8.2	Discuss and agree how to proceed with the Parish Council Strategy document Cllr Robertson circulated a draft strategy document for Councillors to review. It was agreed that it was a very positive starting point and the document that can now be progressed. A strategy meeting is going to be arranged to discuss further but the below objectives were agreed:

8.3	- Look at replacing the oil boiler with an air or ground source heat pump and install solar panels for electricity. Cllrs Jacques and Wilson to lead. - Installation of the 30mph speed limits. Cllr Robertson will lead. - Dark skies i.e. streetlight switching to LED. Cllr Harris will lead. Discuss the Councillor portfolios and possible reallocation Cllr Holgate announced that he had submitted his resignation to the Chair, which will be sent to the Clerk for processing. Action 2. Cllr Holgate was thanked for his lengthy term as a Parish Councillor. Due to this resignation and new Cllrs being appointed, the current portfolios were looked at and the following was agreed. RESOLVED: Finance & IT– <i>Cllrs Robertson and Christian.</i> Open spaces – <i>Cllr Wilson.</i> Highways – <i>Cllr Robertson.</i> Community Pavilion, Playing Field and Play Area – <i>Cllrs Jacques and Harris.</i>
9.	Finance, Audit and Legal
9.1	To approve the accounts payments and finance pack to 21st November 2024 RESOLVED: The accounts and finance pack to 21st November 2024 and the payments were reviewed and approved as shown in Appendix A.
9.2	To receive and approve the bank statement, reconciliation and balance sheet to 31st October 2024 RESOLVED: The bank statement, reconciliations and balance sheet to 31st October 2024 was reviewed and approved.
9.3	To receive and discuss the proposed budget for 2025/26 Cllrs have received the proposed budget for 2025/26, and Cllr Robertson went into great detail with the breakdown showing how we can keep the day to day business running, increase the general reserves pot which is lower than suggested and think about future projects that may take place. The draft budget was agreed and will come to the December meeting as a final budget for approving and submitting to RDC.
9.4	To agree to set up an account with CCLA for short to medium term investment. RESOLVED: It was approved that the Clerk would start the process to open an account with CCLA. Action 3.
10.	Recreation Ground (Playing Field, Playground and Community Pavilion)
10.1	To receive the summary of recreation ground inspections through November 2024 Cllr Robertson reported that all was ok other than a few issues that are on the agenda later.
10.2	Discuss and consider community grant request from Catsfield Cricket Club Discussion was held about the Cricket Club and its ability to remain solvent. It was agreed that in normal weather conditions the Club's income will be sufficient but a wider membership would benefit financially. Mr Pratt who was in attendance outlined his plans on how to increase membership. Councilors suggested the Club make more use of social media to reach new audiences and link in with the schools and other local clubs. The Clerk will liaise with the CC Chairman. Action 4. RESOLVED – It was agreed that the Council would fund the ground supplies costs of circa £260 to improve the pitch. CPC will purchase and gift them to the Club. Action 5.
10.3	Discuss and agree how to proceed with Urban Cuts for 2025 RESOLVED: It was agreed to proceed with option 2 which means the Parish Council will pay for an additional 4 cuts to the Urban verges in 2025/26. Clerk to ensure that the area up to the Recreation Ground is included on the new map. Action 6.
10.4	Discuss additional decorating required in the Pavilion Clerk updated that the recent decorating quote was for all areas that had water damage, therefore the entrance hallway and the kitchen has not been painted which looks undesirable. It was agreed that the Clerk would try to obtain 3 quotes in order for the additional decorating to be agreed at the next meeting. Action 7.
10.5	To discuss the boiler issue in the Pavilion Cllr Robertson reported that the heating and hot water does not seem to be working in the Pavilion, he is meeting with plumber to see if this is an easy fix and have the boiler serviced. Cllr Harris will join him for the meeting.
10.6	To discuss and agree how to proceed with the blocked toilets at the recreation ground and in the Pavilion It was agreed that Cllrs Jacques and Harris need to ensure this is done. Clerk will look at companies who will unblock and clean the two blocked toilets. Action 8.
11.	Community Engagement
11.1	Discuss correspondence from resident regarding village car park The Clerk reported that a resident has written about the lack of parking in the car park for village hall users. It was explained that the car park is for the village and not just the village hall. Agenda item 13.1 is looking at how we can stop vehicles parking for long period of time in the car park. The lighting was commented on, but the sensor has now been replaced so this is on an automatic timer.

11.2	Discuss correspondence regarding defibrillator and how to proceed A resident attended as she removed the defib to check it over as she has knowledge with her occupation. She confirmed it was not rescue ready, but this is likely due to out of date pads. It was noted that the defib is very old and parts are not easy to purchase, and it is not registered anywhere. It was agreed that the Clerk would purchase pads for the current defib to ensure it is rescue ready and authority was given for the Clerk to liaise with local companies who are offering grants for new defibs in a heated case. The Clerk previously spoke with the Village Hall Committee, and they have given permission to have the defib wired into the village hall, at the cost of the Parish Council. RESOLVED: Clerk to proceed with purchasing new pads and progressing with sourcing a new defib. New pads will be purchased for the old defib which will function properly if sited on the inside of a building Action 9.
12.	Road safety and Policing
12.1	To receive an update on the request for speed limit charges to the North of the village Cllr Robertson reported that he had a recent meeting with Highways, the Clerk and Cllr Field to discuss their recent decision not to agree a 30mph limit in the S bends north of Horns Corner. ESCC propose a 40mph limit. ESCC say they their policy does not allow a 30mph limit on that stretch of road. Cllr Robertson stated that the only policy sticking point is that there are fewer than 20 houses required by the policy that are clearly visible from the road, but this is just guidance not law. The Parish Council have requested that because all of the other policy criteria has been satisfied, this final policy issue could be treated as an exception and 30mph be allowed, especially when considering all of the crashes reported on that section of road, and that a 40mph limit would also be unsafe. ESH are considering this request and are liaising with Sussex Police to see if they have any objections to a 30mph limit on this stretch of road. We await a response.
13.	Open Spaces
13.1	To discuss long term parking in the Village Hall car park It was agreed that more information needs to be found out about how we can restrict long term parking in the car park. It was suggested that it should be parking for up to 72 hours. The process on how to implement this, and how to enforce it needs to be confirmed. Clerk will contact RDC again for advice and copy in Cllr Pearce. Action 10.
13.2	To discuss and agree quote for car park tidy and includes ivy on the Rec A quote was received to tidy the car park and remove the ivy from the tree on the recreation ground. It was discussed as being too expensive and a counter proposal to go back to the contractor. Clerk will liaise with him. Action 11.
14.	Items for referral to next agenda / reports / future agenda items / correspondence. None.

Meeting ended at 21:25

The next PC meeting is Thursday 19th December 2024 at 19:00.

Signed:

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Chairman

Appendix A

Finance report for 21st Nov 2024 PC meeting

<u>Payments by Debit Card paid pending authorisation</u>			
Payment Date	Payee	Payment Details	Amount
None			
<u>Payments by Bank Transfer pending authorisation</u>			
Payment Date	Payee	Payment Details	Amount
21.11.24	Vicki Rutt	Salary Nov 2024	TBD
21.11.24	HMRC	Tax + NI for Nov 2024	TBD
21.11.24	Parochial Church of Catsfield	Purchasing poppy wreath	£20.00
21.11.24	Victoria Robertson	Pavilion cleaning - Oct 2024	£50.00
21.11.24	eSALC Ltd	New Cllr training for Cllr Christian	£48.00
21.11.24	John O'Connor	Grass cutting for Oct 2024	£211.63
21.11.24	Adrian Gates	Pavilion decorating	£2,981.50
21.11.24	Uniserve	IT assistance for Clerk	£43.20
21.11.24	Uniserve	Annual anti virus software	£34.99
21.11.24	Playdale	50% deposit for new zip wire seat	£510.41
21.11.24	Victoria Robertson	Deep clean of Pavilion following painting	£50.00
21.11.24	TWB Electrical	Sensor replacement at car park	£150.00
<u>Payments by direct debit for authorisation</u>			
Date	Payee	Payment Details	Amount
22.10.24	E-on	Pavilion electricity - Sept 2024	£93.65
24.10.24	Npower	Streetlights - Sept 2024	£218.33
28.10.24	J M Waste	Monthly charge for Oct 2024	£76.44
01.11.24	Rother District Council	Monthly car park charge	£61.00
11.11.24	NEST	Pension Oct 2024	£95.55
<u>Acknowledge receipt of monies</u>			
04.10.24	Co-OP Bank	Interest on savings account	£612.28
21.10.24	HMRC	VAT return Q2	£283.66
23.10.24	Post Office	Paid in the petty cash	£105.50
11.11.24	Catsfield Cricket Club	Subs 2024/25	£225.00

**insurers sending us the funds*