



CATSFIELD PARISH COUNCIL

The Clerk:
Mrs Alexandra Sharp
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Minutes of the Parish Council Meeting held on
9th December 2020 via Zoom Video Conferencing
(Recorded for Parish Council records)

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

Also, in attendance: Clerk Alexandra Sharp, County Cllr Kathryn Field and District Cllr Gary Curtis.
Members of the Public: 5

PARISH COUNCIL MEETING AGENDA		
Item	Agenda Item	
1.	Public Questions relevant to items on the Agenda To receive apologies for absence. No apologies were received.	
2.	To approve the minutes of the Parish Council meeting held on 11 th November 2020 held by Zoom Video Communications. RESOLVED: The minutes of the Parish Council meeting held on 11 th November 2020 were agreed and approved. The Chair is authorised to sign the minutes.	
3.	To receive declarations of interest on agenda items. Cllr David Scott declared a personal and pecuniary interest in item 5.1 – Planning Application RR/2020/1562/P – The Brooks, Church Lane, Catsfield TN33 9DR as an affected neighbour and also due to the potential financial impact on the value of his property.	
4.	To confirm the resignation of John Nightingale and to agree if and when to readvertise the vacancy. John Nightingale's resignation was noted and it was agreed to re-advertise. Clerk to contact Rother District Council to ascertain whether we need to place a Notice of Vacancy again. If this is the case the Clerk to proceed with publishing the notice.	
5.	Cllr David Scott left the meeting for items 5.1 and 5.2 due to his interests in the application.	
5.1	Planning To consider response to planning applications received RR/2020/1562/P – The Brooks, Church Lane, Catsfield TN33 9DR Outline: Proposed 29 no. new dwellings and 1 no. communal building, all with parking and new access from The Green and Church Road. Comments were received and discussion was had with members of the public in relation to this application. Comments that were relevant to the application were added to the Parish Council's briefing paper.	
5.2	To approve appointment of a Planning Consultant to draft a reply to RDC in relation to above-mentioned planning application. The appointment of a Planning Consultant was agreed and approved. Clerk to submit the Parish Council's revised Briefing Paper, together with supporting images obtained from members of the public. Clerk to approve the final draft in coordination with Councillors.	
6.	To receive reports from Cllr Kathryn Field (ESCC) and Cllr Gary Curtis (RDC). County Cllr Kathryn Field reported that COVID-19 numbers are fast increasing, it appears that this is significantly the case in Care Homes in Bexhill and High Schools in Hastings. East Sussex County Council are now in deficit in relation to COVID-19 related expenses, however due to the necessity of virtual meetings rather than face-to-face there has been a saving of around £1,000,000 in relation to ESCC staff travelling expenses. District Councillor Gary Curtis reported that the surge in COVID-19 cases in and around Rother is very worrying and is aware of some local issues in relation to this. Cllr Gary Curtis then went on to mention the Community Grant Scheme availability and small grants remain available but there is a deadline of 15 th January 2020 for applying for grants in excess of £5,000.	
7.	To receive and consider the Clerk's Report Appendix 7 The Clerk's Report was noted.	
8.	Finance, Audit and Legal	AS

8.1	To approve the accounts, payments and finance pack to November 2020 <u>Appendix 8.1</u> RESOLVED: The Accounts and finance pack was agreed and approved and the following payments were authorised and approved. <table><tr><th colspan="4">Payments by Bank Transfer pending authorisation</th></tr><tr><th>Payment Date</th><th>Payee</th><th>Payment Details</th><th>Amount</th></tr><tr><td>23/11/2020</td><td>Alexandra Sharp</td><td>Clerk's Salary for December 2020</td><td>£490.81</td></tr><tr><td>06/12/2020</td><td>HMRC</td><td>Clerk's PAYE for December 2020</td><td>£82.00</td></tr><tr><th colspan="4">Payments by Bank Transfer <i>paid</i> pending authorisation</th></tr><tr><th>Payment Date</th><th>Payee</th><th>Payment Details</th><th>Amount</th></tr><tr><td>14/08/2020</td><td>M J Hargreaves</td><td>Cleaning/Descaling of shower heads, and installation of TMV to disabled toilet sink</td><td>£375.00</td></tr><tr><th colspan="4">Payments made by direct debit <i>paid</i> for authorisation</th></tr><tr><th>Payment Date</th><th>Payee</th><th>Payment Details</th><th>Amount</th></tr><tr><td>23/11/2020</td><td>Eon</td><td>Streetlighting Electricity Charge – November 2020</td><td>£110.20</td></tr><tr><td>25/11/2020</td><td>Eon</td><td>Pavilion Electricity – November 2020</td><td>£27.10</td></tr><tr><td>28/11/2020</td><td>JM Waste Management</td><td>Waste Collections in November 2020</td><td>£76.44</td></tr><tr><td>30/11/2020</td><td>BT</td><td>Quarterly Broadband, Mobile and Phone Bill</td><td>£212.92</td></tr><tr><td>12/11/2020</td><td>Vodafone</td><td>Camera Monthly Service Payment</td><td>£4.00</td></tr><tr><td>17/11/2020</td><td>Castle Water</td><td>WaterBill for Pavilion Sept 20 – 28 Feb 21</td><td>£55.98</td></tr><tr><th colspan="4">Payments paid by debit card awaiting authorisation</th></tr><tr><th>Payment Date</th><th>Payee</th><th>Payment Details</th><th>Amount</th></tr><tr><td>16/11/2020</td><td>Amazon</td><td>Litter Pickers, Hoops and Bags</td><td>£90.29</td></tr></table>	Payments by Bank Transfer pending authorisation				Payment Date	Payee	Payment Details	Amount	23/11/2020	Alexandra Sharp	Clerk's Salary for December 2020	£490.81	06/12/2020	HMRC	Clerk's PAYE for December 2020	£82.00	Payments by Bank Transfer <i>paid</i> pending authorisation				Payment Date	Payee	Payment Details	Amount	14/08/2020	M J Hargreaves	Cleaning/Descaling of shower heads, and installation of TMV to disabled toilet sink	£375.00	Payments made by direct debit <i>paid</i> for authorisation				Payment Date	Payee	Payment Details	Amount	23/11/2020	Eon	Streetlighting Electricity Charge – November 2020	£110.20	25/11/2020	Eon	Pavilion Electricity – November 2020	£27.10	28/11/2020	JM Waste Management	Waste Collections in November 2020	£76.44	30/11/2020	BT	Quarterly Broadband, Mobile and Phone Bill	£212.92	12/11/2020	Vodafone	Camera Monthly Service Payment	£4.00	17/11/2020	Castle Water	WaterBill for Pavilion Sept 20 – 28 Feb 21	£55.98	Payments paid by debit card awaiting authorisation				Payment Date	Payee	Payment Details	Amount	16/11/2020	Amazon	Litter Pickers, Hoops and Bags	£90.29	AS AS
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8.2	To receive and approve the bank reconciliation to November 2020 <u>Appendix 8.2</u> RESOLVED: The bank reconciliation was received and approved.																																																																									
8.3	To consider and approve payment of unused holiday to Clerk <u>Appendix 8.3</u> RESOLVED: The payment of unused holiday to the Clerk was approved.																																																																									
8.4	To approve the budget and precept for 2020/21 Members had been circulated a draft budget prior to the meeting for review. Members approved the budget supporting the precept. Members agreed to increase the precept. RESOLVED: The Parish Council agreed to increase the precept from £22,432.61 to £26,000																																																																									
8.5	To receive and consider the Parish Council's options for Urban Verge Cuts for 2020 including the most suitable contractor <u>Appendix 8.5</u> RESOLVED: The Parish Council considered options and agreed to choose ESCC Option 2, namely Extra cuts: Parish Councils may fund an additional four cuts to be carried out by ESCC, totalling six cuts (two standard and four extra) over the course of the year. This would cost the Parish/Town Council a total of £399 for the year																																																																									
8.6	To consider renewing advert in Parish Magazine from 2020 – 2022 at a cost of £50.00 <u>Appendix 8.6</u> RESOLVED: It was agreed for the Parish Council's advert to remain in the Parish Magazine but to include the following additional wording:- <i>'If you would like the Parish Council to keep you updated by email with communications relating to your village please email the clerk with your details'</i>																																																																									
8.7	To receive and consider Biodiversity proposal from Dr John Feltwell <u>Appendix 8.7</u> It was agreed for the Clerk to find out more in relation to Dr Feltwell's proposal.																																																																									
8.8	To receive and approve revised quotation from Littlewoods for replacement gates and installation at the recreation ground. <u>Appendix 8.8</u>																																																																									
8.9	The revised quotation from Littlewoods for the replacement and installation of the gates at the entrance to the recreation ground in the sum of £1,243.85 was considered and approved.																																																																									
9.	Recreation Ground (Playing Field, Playground and Pavilion)																																																																									
9.1	To receive the Months Pavilion and Playground Inspection The Pavilion and Playground and Pavilion Inspection was received. It was noted that goals believed to belong to Pass+Move are laying around the field. Clerk to contact Pass+Move to arrange for these to be	AS																																																																								

	collected. It was also noted that the Astroturf is very dirty and slippery. Clerk to contact Martin Gurr to find out whether this is still being used. It was also noted that the front of the Pavilion, Playarea and astroturf is in dire need of a deep chemical clean. Cllr Richards to liaise with the Clerk with a possible contact to undertake this task. To consider clubs use of recreation ground/playing field. <u>Appendix 9.2</u>	
9.2		
9.3	To be deferred to Parish Council meeting in January 2020. To consider and agree request for a Christmas Carol/Crib Service to be held on the Playing Field on Christmas Eve <u>Appendix 9.3</u> This item was withdrawn prior to the Parish Council meeting.	
10.	Parish Planning	
10.1	To approve the organisational structure for the Neighbourhood Plan <u>Appendix 10.2</u> To be deferred to Parish Council meeting in January 2020.	
10.2	To approve the terms of reference for the Neighbourhood Plan Steering Group <u>Appendix 10.3</u> <u>RESOLVED: The Terms of Reference were approved</u>	
11.	Items for referral to next agenda / reports / future agenda items / correspondence	

Meeting Closed: 21:45hrs

Signed:
Chairman

Dated: 13/1/21