



CATSFIELD PARISH COUNCIL

The Clerk:
Mrs Alexandra Sharp
The Village Hall, Church Road
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Minutes of the Parish Council Meeting held on
12th February 2020 in Hermon Cottage
Attended by Cllr Hodgson - Chairman, Cllr Thomas - Vice Chairman
Cllr. Holgate, Cllr. Scott, Cllr Robertson, Cllr Richards, Cllr Curtis
Also, in attendance: Clerk Alexandra Sharp,
District Councillor Gary Curtis and County Councillor Kathryn Field
Members of the Public: 1

PARISH COUNCIL MEETING MINUTES	
Item	
1.	To receive apologies for absence.
2.	Exclusion of Press and Public <i>That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.</i>
3.	To approve the minutes of the Parish Council meeting on 8th January 2020 RESOLVED: That the chair of the meeting is authorised to sign the Minutes for the meeting of 8 th January 2020.
4.	To receive declarations of interest on agenda items. Cllr Hodgson declared an interest in - Item 6.1 – Claim re Parkgate Bungalows: as a relative of the claimant - Item 8.1 (g) - As a payee for a cheque in the sum of £79.99 in reimbursement for Microsoft Office subscription. - Item 17.1 – Village Hall: as Parish Council's representative of the Village Hall and Treasurer for the Village Hall. Cllr Holgate declared an interest in - Item 7.1 (a) – <u>RR/2019/2518/P</u> - Wylands International Angling Centre: as neighbouring property
5.	To receive reports from Cllr Kathryn Field (ESCC) and Cllr Gary Curtis (RDC). Cllr Kathryn Field confirmed that there will be a 1.99% increase in council tax, together with a 2% increase for Adult Social Care. Cllr Field reported around 7 'Looked after Children' are applying to university which is very positive. Furthermore The No Wrong Door Project which provides support to young people who are within or on the edge of the care system seems to work well and will hopefully be successful within East Sussex. Cllr Gary Curtis reported that road marking works are due to commence next week (w/c 17 th February 2020). Cllr Curtis reported further that the new Rother District Council website is due to go live at the end of March 2020 and should be easy to use for all.
6.	Actions – Outstanding and on-going
6.1	To receive an update on the claim regarding subsidence at 1 Parkgate Bungalows, East Sussex TN33 9DH Members agreed to make contact with Foxhills to book a date for the beginning of March to have the tree work undertaken.
7	Planning matters
	The Parish Council meeting was suspended at 7:15pm for public comments. The Parish Council meeting was reconvened at 7:21pm
7.1	To consider response to planning applications received as well as those received after this agenda has been published. <u>RR/2019/2518/P</u> - Wylands International Angling Centre, 1 & 2 Wylands Cottages, Powdermill Lane, Catsfield TN33 0SU Outline: Proposed demolition of existing office, storage and ancillary buildings and clearance of static and touring caravans from site. Construction of new angling centre, vehicle/materials store and 4no. PLWKLIST (ODB 279) Page 3 of 5 family lodges. Proposed demolition of existing pair of semi-detached residential cottages and erection of 2no. replacement detached dwellings

RESOLVED: To submit the following comment to Rother DC Planning: Parish Council objects to the planning application as an application for extensive new buildings is not consistent with a business case for an angling center and is not consistent with residential building in an AONB. Furthermore tidying up the site is not a valid reason to support the proposal as there are on-going issues with the current temporary accommodations.

7.2

To receive advice of decisions on previous applications.

- a) **RR/2019/2665/P** - Aros Shona, Skinners Lane, Catsfield TN33 9DN
Demolition of existing garage and conservatory. Erection of two-storey side and rear extensions, and addition of pitched roof to front porch.
OUTCOME: PERMISSION GRANTED
Noted.
- b) **RR/2019/1899/P** – Eastlands Farm House, The Stream, Catsfield
Two storey side and single storey extensions.
OUTCOME: PERMISSION GRANTED
Noted.
- c) **RR/2019/1292/P** - Twisley Oak Farm, Church Road, Catsfield TN33 9BG
Proposed bungalow.
OUTCOME: APPEAL DISMISSED
Noted.

Planning application decision received after publication of this agenda –

- **RR/2019/1916/P** – Land to the North of Skinners Lane
RESOLVED: PERMISSION REFUSED.
Noted.

7.3

To note or receive advice on current enforcement orders.

- a. **ENF/181/19/CAT** – Eastlands Farm, Catsfield
Erection Of Log Cabin For Living Accommodation.
Status: Awaiting further information.
Noted.
- b. **ENF/240/19/CAT** – 45 Skinners Lane, Catsfield
Removal Of Hedge And Erection Of Summerhouse
Status: New complaint received.
Noted.

Enforcement Complaint received after publication of this agenda –

- **ENF/16/20/CAT**– South Wood Near Potmans Lane, Catsfield
Erection of Shed without planning permission
Noted.

8. Finance, Audit and Legal

8.1 **To approve and accept the following payments:**

a.	Alexandra Sharp	Clerk's Salary for February 2020	£450.75
b.	HMRC	Clerk's PAYE for February 2020	£106.80
c.	JM Waste Management	Waste collection at Recreation ground (DDR)	£38.22
d.	John O'Conner	1x additional verge cut	£157.97
e.	Playdale Playgrounds	Zip-Wire Tool	£20.33
f.	Catsfield Village Hall	Annual agreed charge for use of Catsfield Village Hall and Hermon Cottage, as required.	£295.00
g.	Mrs C Hodgson	Reimbursement for Annual subscription to Microsoft Office	£79.99
h.	AGS Bathroom Installations Ltd	Call out charge and repair to shower in the Pavilion	£709.71
i.	Southern Countries Fuels	Pavilion Oil	£648.43

All payments were approved.

Two further payment were paid in advance and are to be approved and ratified at the next meeting as follows:-

a.	Eon	Monthly electricity Charges (DDR)	£39.98
b.	JW Fencing & Forestry	Charges for cutting hedge around car park	£280.00

8.2	To receive the monthly statement of accounts to December 2019 RESOLVED: The monthly statement of accounts were received.
8.3	To receive the bank reconciliation to December 2019 RESOLVED: The bank reconciliation was received.
8.4	To receive the monthly statement of accounts to January 2020 RESOLVED: The monthly statement of accounts were received.
8.5	To receive the bank reconciliation to January 2020 RESOLVED: The bank reconciliation was received.
8.6	To approve an accept the quotation for Parish Council's internal audit. The fee of £30 per hour (approximate duration of two hours) was approved.
8.7	To consider Year End requirements for 2019/20 (I.e. Year End accounts, Risk Assessments, Asset Register, Policies etc.) - Year End Accounts: It was agreed that the Clerk would draw up the year end accounts. - Risk Assessments: It was agreed that Cllr Robertson would review the Risk assessments for consideration at the Parish Council meeting in March 2020. - Standing Orders: It was agreed that Cllr Robertson would look at Parish Council's current standing orders and to consider adopting NALC Standard Orders. - Asset Register: It was agreed that Cllr Hodgson would review the Assets Schedule for consideration at the Parish Council meeting in March 2020. - Policies: It was agreed that the Clerk would circulate the current policies to Councillors prior to the next Parish Council meeting.
9.	Highway Matters
9.1	Church Road: To receive any updates on the traffic calming project outside Catsfield School. RESOLVED: Works on the traffic calming project outside Catsfield School are to commence next week (i.e. Monday 17 th February 2020).
9.2	To receive an update on contact with Highways regarding traffic calming in Catsfield. Cllr Robertson and Cllr Scott are due to meet Brian Banks this coming Friday 14 th February 2020.
9.3	To receive any other reports. Nothing to report.
10.	Community Speed Watch
10.1	To receive any reports. Cllr Robertson reported that there are dates in February 2020 to be filled for Speedwatch Sessions. Furthermore, a report has been distributed to members of RALC regarding speeding equipment. It would seem that Speedwatch now has Sussex Police and Highways on board in tackling speeding issues.
11.	Playing Field and Pavilion
11.1	To consider quotes received for completion of the works to the recreation entrance. Awaiting a quote from Winchesters.
11.2	To receive quotations from contractors and consider the most suitable contractor for the grass cutting of the recreation ground. Members agreed to accept the quote from John O'Connor for Grounds Maintenance at the recreation ground at the sum of £1898.29 subject to satisfactory response to email concerning issues encountered during the last cutting season.
11.3	To consider joint tender Westfield for grass cutting This item was no longer relevant.
11.4	To review Pass+Move's Annual Hire Agreement Item is to be deferred to Parish Council meeting on 11 th March 2020.
11.5	Any other reports Nothing to report
12.	Recreation Ground
12.1	To receive the latest Recreation Ground Inspection. Cllr Thomas reported that he undertook an inspection of the recreation ground play area and that there was nothing that required attention.
12.2	To receive an update regarding the zipwire at the playing area. Replacement parts and required tools have now been obtained and Cllr Richards will endeavour to tend to the matter in the next few weeks.
12.3	Any other reports.

	Upon inspection it was noted that there is a fence down in the recreation ground which allows livestock to gain access to the field. Contact to be made with relevant parties for remedial work. It was also noted that there were no 'poo bags' at the recreation ground.
13.	Hedgerows and verges
13.1	To receive any reports. Item is to be deferred to Parish Council meeting on 11 th March 2020.
14.	Open Spaces
14.1	To receive any reports. Item is to be deferred to Parish Council meeting on 11 th March 2020.
15.	Community Engagement
15.1	To consider draft Community Engagement Policy The draft Community Engagement Policy was discussed and agreed.
16.	Village Hall Car Park
16.1	To receive any other reports Item is to be deferred to Parish Council meeting on 11 th March 2020.
17.	Village Hall
17.1	To receive any reports requiring action by the Parish Council Item is to be deferred to Parish Council meeting on 11 th March 2020.
18.	Items for referral to next agenda / reports / future agenda items / correspondence.
19.	To consider any urgent items and agree actions, at the discretion of the Chairman, which cannot be held over to the next meeting.

Meeting Closed at 20:57pm

Next meeting on Wednesday 11th March 2020 at 7pm

Chairman: *C. E. Hedger* Date: 11-MAR-20