



CATSFIELD PARISH COUNCIL

Minutes of Catsfield Parish Council Meeting
held on

Wednesday 15th February 2023 at 7pm

in Hermon Cottage, Church Road, Catsfield TN33 9DP

Attended by: Cllr K Robertson, Cllr G Curtis, Cllr K Curtis,
Cllr S Jacques, Cllr M Holgate, Cllr J Fowle

Also in attendance: Locum Clerk, Jenner Sands

Members of the Public: 3 members of the public

The Clerk:
Mrs Alexandra Sharp
The Village Hall, Church Road
Catsfield, East Sussex

TN33 9DP

Phone 07483 306519

Email clerk@catsfieldpc.co.uk
Website www.catsfieldpc.co.uk

Alexandra L Sharp

Meeting called 8th February 2023

PARISH COUNCIL MEETING AGENDA		
Item	Agenda Item	
1.	To receive apologies for absence. Apologies were received from Cllr Kathryn Field (ESCC)	
2.	To approve the minutes of the Parish Council meetings held on 11 th January. RESOLVED: The minutes of the Parish Council meeting held on 11 th January were agreed and approved. The Chair is authorised to sign the minutes.	
3.	To receive declarations of interest on agenda items. There were none. Public Questions relevant to items on the Agenda. No public questions.	
4.	To receive reports from Cllr Kathryn Field (ESCC) and Cllr Gary Curtis (RDC). Cllr Gary Curtis reported the following: - Chief Executive, Malcom Johnston is retiring. It is not yet known who will replace him. - In terms of the revenue budget, RDC are having to use £7.4 million in reserves and that is provided that all capital projects complete as estimated which is unlikely. The capital programs are huge and it could be a risk to use reserves. Cllr Robertson raised that at the last RALC meeting RALC impressed upon Rother the importance of proper governance, particularly around the management of capital projects. - RDC estimate they will save around £174,000 by devolving the toilets - Cllr Curtis has a good point of contact from Southern Housing (previously Optivo). The service should now improve as it has now been taken back in house. - RDC pay award offer was rejected by 60% of staff. Industrial action is a strong possibility and this could have implications on the budget. - The Normanhurst planning application has now been received. Huw Merriman has confirmed that he would be happy to come and speak to the Parish Council regarding the Normanhurst Planning application. RESOLVED: it was agreed that it was not necessary for Huw Merriman to come and speak to the Council at this time. Clerk is to instruct the consultant to compile case against the application for the Parish Council.	KF/GC
8.3	<i>Cllr Robertson proposed to bring item 8.3 forward as members of the Cricket Club were present at the meeting to answer any queries in relation to the grant application. This was unanimously agreed.</i> To receive and consider Community Grant Application from Catsfield Cricket Club <u>Appendix 8.3</u> Grant application from Catsfield Cricket Club received in order to purchase a new lawn mower. Existing lawn mower is around 50 years old. The approximate cost of replacement is £1,360. There was a general discussion as to the best way to facilitate this. RESOLVED: it was agreed that the Parish Council would purchase the lawn mower and it would be the property of the Parish Council. The Parish Council will insure the lawn mower and the Cricket Club will be responsible for the annual maintenance. The lawn mower will be stored securely in the concrete shed. The Parish Council would be grateful to receive donations towards the purchase and the Clerk is to look into funding options for this. Cricket Club will email the Clerk with specifications.	MH
5.1	<u>Planning and Enforcement</u> RR/2022/2953/P Utility Building, Parkgate Manor, Catsfield TN33 9DT	GC/KC

	Outline: Change of use from C2 to C3, proposal for a one bedroom (single storey as existing) no change to external or internal walls. RESOLVED: The following comment is to be submitted to RDC Planning Dept: The Parish Council have no objections.																																																																																					
5.2	To consider a response to the consultation on the NPPF bill (re Leveling Up Bill) Consultation deadline is 4th March. Draft response from the Wealden Group was considered. RESOLVED: it was agreed to use the response from the Wealden Group. As the issue is fairly complex it was agreed not to consult the Parish. The response is to be uploaded on to the website stating 'This is the Parish Council's response to the NPPF bill. If you would like to respond differently then please do so'. The website will include a link to the consultation. Clerk is also to write to Huw Merriman and make the Parish Council's views known and ask him to represent the Parish Council with this.																																																																																					
6.	To receive and consider the Clerk's Report <u>Appendix 6</u> The Clerk's Report was received and noted. There was a general discussion regarding the current state of the roads and East Sussex Highways' current policies. RESOLVED: Clerk is to write to East Sussex Highways and request that the drains in flood risk zones are checked regularly to prevent flooding. Cllr Robertson is to take forward the issues with potholes and general road condition with RALC.	AS																																																																																				
7.	Finance, Audit and Legal	KR																																																																																				
7.1	To approve the accounts, payments and finance pack to 31st January 2023 RESOLVED: The accounts and finance pack to 31st January 2023 were reviewed and approved the following payments were approved:- <table><tr><th colspan="4">Payments by Bank Transfer pending authorisation</th></tr><tr><th></th><th>Payee</th><th>Payment Details</th><th>Amount</th></tr><tr><td>16/02/2023</td><td>Alexandra Sharp</td><td>Clerk's Salary for February 2023</td><td>£862.40</td></tr><tr><td>06/03/2023</td><td>HMRC</td><td>Clerk's PAYE for February 2023</td><td>£44.80</td></tr><tr><td>16/02/2023</td><td>Rikki Sharp</td><td>Clearance of VH car park</td><td>£225.00</td></tr><tr><td>16/02/2023</td><td>She's Got It Maid</td><td>Cleaning of Pavilion for Dec 2022 and January 2023</td><td>£110.00</td></tr><tr><td>15/12/2022</td><td>Streetlights</td><td>Maintenance Payment 2 of 2</td><td>£302.50</td></tr><tr><td>15/12/2022</td><td>Streetlights</td><td>Supply and fit new streetlamp</td><td>£732.00</td></tr><tr><th colspan="4">Payments by direct debit for authorisation</th></tr><tr><th>Payment Date</th><th>Payee</th><th>Payment Details</th><th>Amount</th></tr><tr><td>28/02/2023</td><td>JM Waste Management</td><td>Waste Collections in January 2023</td><td>£76.44</td></tr><tr><td>22/12/2022</td><td>Eon</td><td>Electricity Charges for Pavilion Nov (16th -30th)</td><td>£63.16</td></tr><tr><td>24/01/2023</td><td>Eon</td><td>Electricity Charges for Pavilion December 2022</td><td>£68.84</td></tr><tr><td>22/12/2022</td><td>Eon</td><td>Electricity Charges for Pavilion January 2023</td><td>£70.68</td></tr><tr><td>01/12/2022</td><td>BT</td><td>Quarterly Broadband, phone and mobile bill</td><td>£304.95</td></tr><tr><td>28/12/2022</td><td>Npower</td><td>Streetlighting Elec - Dec 22</td><td>£125.49</td></tr><tr><th colspan="4">Payments by debit card pending authorisation</th></tr><tr><th>Payment Date</th><th>Payee</th><th>Payment Details</th><th>Amount</th></tr><tr><td>19/01/2023</td><td>Amazon</td><td>100th Birthday Card for Catsfield resident</td><td>£3.99</td></tr><tr><td>22/01/2023</td><td>Mutts Butts</td><td>Dog Waste Bags</td><td>£104.78</td></tr><tr><td>05/01/2023</td><td>Viking</td><td>Stationary: Printer Ink, A4 paper</td><td>£110.34</td></tr></table>	Payments by Bank Transfer pending authorisation					Payee	Payment Details	Amount	16/02/2023	Alexandra Sharp	Clerk's Salary for February 2023	£862.40	06/03/2023	HMRC	Clerk's PAYE for February 2023	£44.80	16/02/2023	Rikki Sharp	Clearance of VH car park	£225.00	16/02/2023	She's Got It Maid	Cleaning of Pavilion for Dec 2022 and January 2023	£110.00	15/12/2022	Streetlights	Maintenance Payment 2 of 2	£302.50	15/12/2022	Streetlights	Supply and fit new streetlamp	£732.00	Payments by direct debit for authorisation				Payment Date	Payee	Payment Details	Amount	28/02/2023	JM Waste Management	Waste Collections in January 2023	£76.44	22/12/2022	Eon	Electricity Charges for Pavilion Nov (16th -30th)	£63.16	24/01/2023	Eon	Electricity Charges for Pavilion December 2022	£68.84	22/12/2022	Eon	Electricity Charges for Pavilion January 2023	£70.68	01/12/2022	BT	Quarterly Broadband, phone and mobile bill	£304.95	28/12/2022	Npower	Streetlighting Elec - Dec 22	£125.49	Payments by debit card pending authorisation				Payment Date	Payee	Payment Details	Amount	19/01/2023	Amazon	100th Birthday Card for Catsfield resident	£3.99	22/01/2023	Mutts Butts	Dog Waste Bags	£104.78	05/01/2023	Viking	Stationary: Printer Ink, A4 paper	£110.34	
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7.2	To receive and approve the bank statement <u>Appendix 7.2a</u> and reconciliation <u>Appendix 7.2b</u> and balance sheet <u>Appendix 7.2c</u> to 31st January 2023. RESOLVED: The bank statement, reconciliation and balance sheet to 31st January 2023 was reviewed and approved.																																																																																					
8.	Recreation Ground (Playing Field, Playground and Community Pavilion)	MH																																																																																				
8.1	To receive the summary of monthly recreation ground inspections. RESOLVED: The summary of monthly recreation inspections were received.																																																																																					
8.2	To receive and consider the request from The Croqueteers <u>Appendix 8.2</u> RESOLVED: Clerk is to invite the Croqueteers to the next meeting so the Parish Council can better understand their needs.																																																																																					
9.	Open Spaces	MH																																																																																				
9.1	To consider and discuss first draft Emergency Plan for Catsfield <u>Appendix 9.1</u> Deferred to Parish Council meeting on 8th March.																																																																																					

9.2	To note the completion of the tidy of the VH car park and consider the future frequency of the ongoing maintenance (if any). RESOLVED: Car park will be inspected quarterly. Clerk is to contact RDC and request that the clothes bank is removed as it is felt this encourages fly-tipping and antisocial behaviour.	
9.3	To consider and discuss choice for Rural Verges <u>Appendix 9.3</u> RESOLVED: Clerk is to respond to East Sussex Highways requesting that the verge cutting remains the same as usual.	
10.	Traffic/Roads/Policing	KR
10.1	To receive an update on traffic surveys and Speedwatch - Session was held with Police. They covered Sedlescombe, Bexhill, Catsfield and Burwash. This was a success and the Police stopped lots of people speeding. - The closure of St Marys Hill in Bexhill is being considered. - Cllr Robertson is hoping to set up some more speed watch sessions next month. - Cllr Robertson is intending to leave the speed watch group in May.	
11.	Community Engagement	KC/SJ
11.1	To receive an update on the insertion of the Village Survey on the PC website The Cllrs who had completed the survey felt it wasn't particularly user friendly. It was noted that you could not complete the survey on a tablet, you can only complete it on a PC. RESOLVED: Cllrs who had not completed the survey are to do so within the next week.	
11.2	To consider any necessary additions/changes/updates required to the PC website. It was noted on the homepage of the website it states that the Parish Council are responsible for allotments. RESOLVED: Clerk is to amend this.	
11.3	To consider whether the Parish Council will be holding an event to celebrate the King's Coronation <u>Appendix 11.3</u> RESOLVED: The Council have not received many enquiries about the Coronation and will not be hosting any specific events. The Clerk is to post the following statement on the website: "The Parish Council is not leading on an event for the King's Coronation. If there are any community groups who wish to host a celebration the Council will offer support where they can."	
11.4	To note that the Council will not be holding an event whilst encouraging any new councillors to get involved which was noted.	
12	Village Hall	KR
12.1	To note and agree the reduced hourly rate of £15 offered by VH Committee for the use of the Village Hall for Catsfield's Warm Welcome. It was noted that the sessions have been very successful and have become more about meeting people rather than simply keeping warm. Cllr Robertson proposed that the Parish Council commit for a further 3 months of sessions. The sessions cost around £35 per session with £15 plus refreshments some of which are covered by voluntary donations. RESOLVED: The Parish Council will fund sessions for a further 3 months.	
	Items for referral to next agenda / reports / future agenda items / correspondence. - Disability Road Signs opposite the Village Hall are worn - Washing road signs – in particular the ones down by the Manor	

Meeting closed at 20:40pm
Next Parish Council meeting to be held at
7pm on Wednesday 8th March 2023 in Hermon Cottage

Signed:

Dated:

 Chairman
8/3/2023