



CATSFIELD PARISH COUNCIL

Minutes of Catsfield Parish Council Meeting
Held On Wednesday 14TH February 2024 2023 at 7pm
in Hermon Cottage, Church Road, Catsfield TN33 9DR

In attendance: Cllr Keith Robertson, Cllr Sharon Harris, Cllr Sarah Jacques. Also in attendance Emily Stewart, Clerk and County Cllr Kathryn Field
 Members of the public: 0

The Clerk:
 Emily Stewart
 The Village Hall, Church Road
 Catsfield, East Sussex
 TN33 9DP
 Phone 07483 306519
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Emily Stewart

PARISH COUNCIL MEETING AGENDA		
Item	Agenda Item	
1.	To receive apologies for absence. Apologies were received and approved from Cllr Martin Holgate	
2.	To approve the minutes of the Parish Council meeting held on 10th January 2024. RESOLVED: The Minutes of the Parish Council meeting held on 10 th January 2024 were approved.	
3.	To receive declarations of interest on agenda items. There were no declarations of interest	
4.	Public Questions relevant to items on the Agenda None	
5.	Planning and Enforcement Planning Applications RR/2024/5/L – Lantern Cottage, Church Road, Catsfield TN33 9BG OUTLINE: Form French doors and replace roof tiles at rear bay. Replace north ensuite window, replace Unauthorised stairs to remove upper flight projection into the living room, reinstate removed first floor fireplace and flue. Insert doorway to form linked suite of main bedroom, ensuite and dressing room. RESOLVED: No objections from the Council on this application	MH
6.	To receive reports from County Cllr Kathryn Field (ESCC) & District Cllr Chas Pearce (RDC). The following reports were received from County Cllr Kathryn Field: - ESCC have set their budget. The government have given them an additional £5m to spend, ESCC using this to reduce their spending from reserves initially agreed at £14.3m but now reducing this to £9.3m. - Cllr Keith Robertson challenged this decision and requested formally that if it was agreed that £14.3m was already going to be spent out of reserves, then the additional £5m should be spent on much needed services, for example, pot holes, because the roads are unsafe. Cllr Kathryn Field agreed to put forward the question to ESCC. - Ofsted report awarded the county's children services 'good with outstanding features'. The following reports were received from District Cllr Chas Pearce: - Had the highest response rate to Rother's budget consultation and believe this was down to the use of social media to increase awareness. - In the coming financial year (2024/2025) Rother is going to start imposing Council Tax on empty properties, hoping to raise a much needed £380,000 for the year. - Following reports of poor standard of works being undertaken in Catsfield by the highways team (manhole and pavement repairs), these have been raised with Carl Taylor, who was appalled, and promised to raise these issues with the contractor swiftly.	KF
7.	To receive and consider the Clerk's Report <u>Appendix 7</u> The Clerk's Report was received and noted.	ES
8.	Finance, Audit and Legal	ES/KR
8.1	To approve the accounts payments and finance pack to 31st January 2024 <u>Appendix 8.1</u> RESOLVED: The accounts and finance pack to 31 st January 2024 and the following payments were reviewed and approved:	ES/KR

January 24 / February 24 Payements for approval				
Payments by Debit Card paid pending authorisation				
Payment Date	Payee	Payment Details	Amount	
22/01/2024	IKEA	Clerk Office - Paper Tray Organiser	£ 22.00	
25/01/2024	Microsoft	Office 365 Annual Subscription	£ 79.99	
Payments by Bank Transfer pending authorisation				
	Payee	Payment Details	Amount	
	E. Stewart	Clerk Salary Feb 2024	£ 908.20	
	V. Robertson	Pavillion Cleaning Jan 2024	£ 25.00	
Payments by direct debit for authorisation				
Date	Payee	Payment Details	Amount	
29/01/2024	JM WASTE	Waste Management Rec January 2024	£ 76.44	
23/01/2024	EON	Pavilion Electric December 2023	£ 67.26	
22/01/2024	Castle Water	Water Pavillion Dec 23	£ 5.99	
25/01/2024	Npower	Street Lighting Dec 23	£ 273.40	
8.2	To receive and approve the bank statement <u>Appendix 8.2a</u> and reconciliation <u>Appendix 8.2b</u> and balance sheet <u>Appendix 8.2c</u> to 31 st January 2024.			
8.3	RESOLVED: The bank statement, reconciliation and balance sheet to 31 st January 2024 was reviewed and approved.			
8.4	Consider grant application for Catsfield Cricket Club for a new mower <u>Appendix 8.3</u> Application is under consideration, a final decision on which specific mower will be made in the coming weeks, but it was agreed that financial assistance will be made. Consider grant application for Village Hall <u>Appendix 8.4</u> UNDECIDED: Whilst the council still supports the application for financial support, we are unable to decide on what funds can be given until confirmation is received on how much funding is being received from alternative grants, and review this in conjunction with the accounts. It was noted that a grant for a dehumidifier in the history room would not be supported.			
9.	Recreation Ground (Playing Field, Playground and Community Pavilion)			
9.1	To receive the summary of recreation ground inspections through January 2024. Summary of recreation ground inspections received and noted.			
9.2	To receive an update on insurance claim for the Community Pavilion Quotation for remedial works yet to be received by contractor.			
9.3	To consider pest control quotation for moles on the recreation ground <u>Appendix 9.3</u> RESOLVED – The quotation of £300 was agreed for pest control services of moles on the recreation ground.			
10.	Open Spaces			
10.1	To consider lighting issues affecting the Village Hall car park and decide course of action. RESOLVED: Instruct an electrician to advise on issues affecting the light overlooking the carpark at the village hall. Arrange for installation of solar light to wooden pole on the corner of the dropped curb to illuminate the area.			
10.2	To consider a reduced Rural Cuts service <u>Appendix 10.2</u> RESOLVED: It was agreed to opt for Option 2 – reduced rural cuts.			
10.3	To approve quotation for electronic ballast failure in the lantern on pole bracket K in Powdermill Lane following confirmation that it is within our inventory <u>Appendix 10.3</u> RESOLVED: Quotation of £350+VAT was approved.			
10.4	To consider quotation for cutting back the hedges in the village hall car park RESOLVED: Quotation of £575 was approved.			
10.5	To consider complaints regarding overgrown hedges blocking pavement along Church Lane and decide upon course of action RESOLVED: Complaint to be escalated to East Sussex highways to be resolved in line with their investigatory levels.			
10.6	Decide on action to be taken regarding the letters on the ‘Catsfield’ sign on Skinners Lane. RESOLVED: Arrange for contractor to refix letters.			

11. 11.1	Traffic/Roads/Policing To receive an update on applying for a 30mph limit North of the Village KR sent a request of what measures we would like for traffic calming measures. Awaiting a response from the relevant department.	KR
12. 12.1 12.2 12.3	Community Engagement Confirm a date for the consultant meeting on Neighbourhood Planning RESOLVED: February 28 th was agreed to meet with the consultant. Confirm a date for the Parish Assembly 2024 14 th , 16 th or 21 st May put forward as potential dates; confirmation with Village Hall to be sought and confirmation issued accordingly. Decide next steps for consulting on strategic objectives RESOLVED: Use the Parish Assembly to discuss and gain feedback on proposed strategy. KR to send everyone an updated document.	SJ/SH
13. 13.1 13.2	History Group Decide whether the history group can share the cloud and Microsoft subscription with the Council or whether they should have their own separate one RESOLVED: It was agreed that the History group needs their own subscription, at a cost of £79.99 per year. SJ to enquire about IT support for the group and to assist in digitalising the archives. To receive correspondence from the Village Hall Committee regarding the history room <u>Appendix 13.2</u> Correspondence was received and noted. Our strategy for the history group is to have less paper and to digitalise the archives, with a view to moving the existing files off site which would alleviate the concerns raised by the village hall committee.	All
14.	HR <i>Discussions relating to this item are exempt from public review due to their confidential nature (Public Bodies (Admission to Meetings) Act 1960)</i>	

Next Parish Council meeting will be held
on Wednesday 13th March 2024 at 7pm in Hermon Cottage.

Signed:

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Chairman

Dated:

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