



CATSFIELD PARISH COUNCIL

Minutes of the Meeting
of the Parish Council on

Wednesday 9th March 2022 at 7pm

in Hermon Cottage, Church Road, Catsfield TN33 9DP

Attended by: Cllr K Robertson Chairman Cllr D Richards Vice Chairman,
Cllr J Fowle, Cllr M Holgate Clerk: Alexandra Sharp

Members of the Public: 1

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

The press and members of the public are encouraged to attend and are reminded that they must remain silent when the meeting is in progress unless invited by the Chairman to speak or to ask public questions at the start of the meeting. The public should only attend if they are not experiencing any symptoms of COVID19 and have not been in contact with anyone who is a confirmed case of COVID19. Government guidance should be followed at all times.

PARISH COUNCIL MEETING AGENDA		
Item	Agenda Item	
1.	To receive apologies for absence. Apologies were received from Cllr G Curtis, Cllr K Curtis and County Councillor K Field.	
2.	To approve the minutes of the Parish Council meeting held on 16 th February 2022. RESOLVED: The minutes of the Parish Council meeting held on 16 th February 2022 were agreed and approved. The Chair is authorised to sign the minutes.	
3.	To receive declarations of interest on agenda items. No declarations of interest were received	
	Public Questions relevant to items on the Agenda	
4.	Planning and Enforcement	GC/KC
4.1	To receive an update on The Brooks planning application. It was noted that The Brooks application had not infact been withdrawn but that the applicants have been asked to withdraw the application. No further update was received.	
5.	To receive reports from Cllr Kathryn Field (ESCC) and Cllr Gary Curtis (RDC). Cllrs Field and Curtis were absent and therefore no report was received.	KF/GC
6.	To receive and consider the Clerk's Report <u>Appendix 6</u> RESOLVED: The Clerk's Report was received and noted.	AS
7.	Finance, Audit and Legal	AS/KR
7.1	To approve the accounts, payments and finance pack to 28 February 2022 <u>Appendix 7.1</u> The accounts and finance pack to 28 February 2022 were reviewed and approved and the following payments were approved:-	AS/KC
Payments by Bank Transfer pending authorisation		
Payment Date	Payee	Payment Details
10/03/2022	Alexandra Sharp	Clerk's Salary for March 2022
06/04/2022	HMRC	Clerk's PAYE for Feb 22
17/02/2022	She's Got it Maid	Cleaning @ Pavilion for Feb
10/03/2022	Keith Robertson	Jubilee Expenses
10/03/2022	Ruby Perris	Payment for minutes for Feb 22 Parish Council Meeting
10/03/2022	John O'Conner	Pitch Marking (inv.85739)
Payments by direct debit for authorisation		
Payment Date	Payee	Payment Details
22/02/2022	Eon	Pavilion Electricity Charge - January 2022
31/01/2022	JM Waste Management	Waste Collections in February 2022
02/02/2022	Vodafone	Camera Monthly Service Payment (Feb)
16/02/2022	Sage UK	Sage Software February 2022
22/03/2022	Eon	Pavilion Electricity Charge - Feb 2022

Payments by debit card pending authorisation			
Payment Date	Payee	Payment Details	Amount
07/02/2022	MuttsButts	Dog Waste Refill Bags	£68.15
24/02/2022	Amazon	Jubilee Celebration decorations	£12.73
25/02/2022	Viking	Desk, Chair, Filing Cabinets and A4 paper	£315.55

- 7.2 To receive and approve the bank statement Appendix 7.2a and reconciliation Appendix 7.2b and balance sheet Appendix 7.2c to 28 February 2022.
RESOLVED: The bank statement, reconciliation and balance sheet to 31st January 2022 was reviewed and approved.
- 7.3 To receive in house audit report.
RESOLVED: The in house quarterly audit report was received and noted.
- 7.4 To consider appointment of Pat Buckle as the Parish Council internal auditor for financial year end Appendix 7.4
RESOLVED: It was agreed to instruct Pat Buckle as the Parish Council's internal auditor.
- 7.5 To approve the purchase of new cabinet, desk and chair for Clerk
RESOLVED: The purchase of a new cabinet, desk and chair for the clerk was approved.
- 7.6 To approve payment to Mrs Perris for her attendance and minute taking at the last Parish Council meeting.
RESOLVED: The payment to Mrs Perris for her attendance and minute taking was approved.
- 7.7 To note receipt of CIL monies
RESOLVED: It was noted that the sum of £4151.67 in CIL monies were received.
8. Recreation Ground (Playing Field, Playground and Community Pavilion)
- 8.1 To receive the summary of monthly recreation ground inspections.
RESOLVED: The summary of monthly recreation ground inspections was received and nothing of concern was noted.
- 8.2 To consider COVID19 requirements for the Community Pavilion.
RESOLVED: COVID19 requirements for the hire of the Community Pavilion were considered and it was agreed that the Clubs must ensure the Pavilion is left clean and tidy (as they found it) and that the bin should be emptied on leaving the Pavilion but other than that no further restrictions or conditions were in place.
- 8.3 To consider fees for 2022 for our Home Teams Appendix 8.3
RESOLVED: It was agreed that there would be no increase in the home teams fees for 2022/23
- 8.4 To consider allowing Catsfield Cricket Club to pay any fees due in two installments.
RESOLVED: This request from CCC was considered and it was agreed that it is acceptable for CC to pay in two installments.
- 8.5 To consider Catsfield Cricket Club's request for a Discretionary Grant Appendix 8.5
RESOLVED: The request was considered and agreed in principle. The Clerk to request that the Community Grant Application Form is sent to CCC for completion.
9. Open Spaces
- 9.1 To confirm appointment of Cllr J Fowle as our lead councillor for Pathways
RESOLVED: Confirmed.
10. Traffic/Roads/Policing
- 10.1 To receive an update on traffic surveys and Speedwatch
RESOLVED: The following update was received:-
- Not many people are signing up to CSW and so not many sessions are taking place.
 - Sussex Police will be in Catsfield on 25th March 2022 monitoring speeding.
 - CSW volunteers are urgently required, without this sufficient active sessions cannot take place.
- It was noted further that the SLR meeting with East Sussex Highways has been arranged for 30th March 2022 and will take place in The Village Hall. The following items are to be added for the Agenda:-
- 30mph Speed Limit
Proposal from Catsfield Parish Council that the 30mph speed limit is moved back beyond the S bends to the North and (as a result) to the Powdermill Lane.
- Yellow Lines
Consider yellow lines on the corner at the junction of the Green and Church Road (to replace the white lines that are ignored).
- Zebra Crossing
Consider red lines in the centre of the road for 75m either side of the zebra crossing. To raise awareness that there is a crossing.

DR/AS

MH/AS

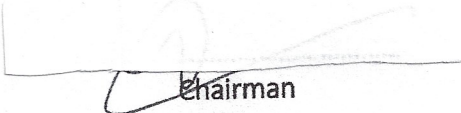
KR

	To have the Zebra Crossing on The Green, Catsfield repainted. Degradation of the Road To consider if there is a longer-term solution to the constant degradation of the road in Church Lane (where the spring water erodes the surface of the road) and at the junction of The Green and Church Road were the centre of the road continues to collapse. Henley Road Culvert Issues Consider what action can be taken in relation to farm lorries that are causing damage to the edge of the culvert on Church Road (Henley Down end)	
11.	Community Engagement	KC
11.1	To receive update on the planning of village celebrations for HRH The Queens Platinum Jubilee in May 2022 RESOLVED: It was noted that the Marquee has now been purchased, chair and table hire has been arranged and buntings and other decorations have been purchased. The Events Team will be meeting again in due course.	
11.2	To receive recommendation from Dr Feltwell in relation to planting a tree to commemorate the Queens Platinum Jubilee RESOLVED: It was agreed to purchase an English Oak. The Clerk to obtain prices and revert back to the Parish Council.	
12.	History Group It was noted Cllrs Robertson and Fowle will be meeting with History Group on 5th April 2022 to discuss their storage requirements.	KR/JF
Items for referral to next agenda / reports / future agenda items / correspondence		

Meeting Ended at 20:38pm

Next Parish Council meeting to be held at
7pm on Wednesday 13th April 2022 in Hermon Cottage.

Signed:

 Chairman

Dated:

13 APRIL 2022