



CATSFIELD PARISH COUNCIL

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

Minutes of the Extraordinary Parish Council Meeting held on
8th April 2020 via Zoom Video Conferencing
(Recorded for Parish Council records)

Attended by Cllr Hodgson - **Chairman**,
Cllr. Scott, Cllr Robertson, Cllr Richards, Cllr Curtis

Also, in attendance: Clerk Alexandra Sharp,
District Councillor Gary Curtis, County Councillor Kathryn Field and Dr Sarah Jacques.

PARISHIONERS, OTHER MEMBERS OF THE PUBLIC, AND PRESS HAVE A RIGHT AND ARE WELCOME AND ENCOURAGED TO ATTEND. The press and members of the public are reminded that they must remain silent when the meeting is in progress in accordance with The Public Bodies (Admission to Meetings) Act 1960.

The chairman may at his discretion and at a convenient time in the transaction of business, adjourn the meeting to allow any members of the public to address the meeting in relation to an agenda item.

PARISH COUNCIL MEETING MINUTES

Item	Agenda Item
1.	To receive apologies for absence. Apologies were received electronically from Cllr Holgate.
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 held on 11th March and the Extraordinary Parish Council meeting held by Zoom Video Communications 25th March 2020. RESOLVED: That the chair of the meeting is authorised to sign the Minutes for the meetings of 11 th March 2020 and 25 th March 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 – Payee of a cheque for reimbursement of £139.95 for 200x 2nd class stamps, hazard tape and A4 paper.
5.	To receive reports from Cllr Kathryn Field (ESCC) and Cllr Gary Curtis (RDC).
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 Nothing to report.
7.	To receive an update on Catsfield's Community Helpers The Clerk reported that Parish Council have received excellent support from the Catsfield community. To date we have Community Helpers, confirmed self isolating and of those have already been allocated a designated Catsfield Community Volunteer. Additionally, the Clerk has made contact with Rother District Council to let them know what Parish Council are doing and to refer any calls for assistance to the Clerk who will arrange for assistance. Relocation of the defibrillator from the Pavillion was considered. Clerk to make contact with Pass+Move to confirm the same. Dr Jacques reported that the doctors surgery are in urgent need of PPE, such as gowns, FSP3 masks, goggles and visors. If anyone has any of these spare they would be very grateful to receive them.
8.	Finance, Audit and Legal
8.1	To approve and accept the following payments: <u>Payments by cheque pending authorisation</u>

Cheque No.		Payee	Payment Details	Amount
None.				
Payments by Bank Transfer pending authorisation				
Payment Date	Payee	Payment Details	Amount	
28/04/2020	Alexandra Sharp	Clerk's Salary for April 2020	£478.55	
06/05/2020	HMRC	Clerk's PAYE for April 2020	£79.00	
09/04/2020	Alexandra Sharp	Reimbursement for Ink Cartridge & A4 paper	£61.80	
09/04/2020	Mrs C Hodgson	Reimbursement for 130 x 2 nd Class Stamps, hazard tape and A4 paper.	£139.95	
09/04/2020	ESALC Limited	Subscriptions to ESALC & NALC for 2020/2021	£264.89	
Payments made by direct debit paid for authorisation				
Payment Date	Payee	Payment Details	Amount	
24/03/2020	Eon	Monthly Electricity Charges for March 2020	£39.39	
Payments by direct debit pending authorisation				
25/04/2020	Eon	Monthly electricity Charges (April 2020)	£TBC	
Payments paid by cheque awaiting authorisation				
Payment Date	Payee	Payment Details	Amount	
None				

RESOLVED: All payments were approved.

8.2

To receive the monthly statement of accounts to March 2020
Draft monthly statement of accounts were received, approval was deferred to the Parish Council meeting in May 2020.

8.3

To receive the bank reconciliation to March 2020
Draft bank reconciliation was received, approval was deferred to the Parish Council meeting in May 2020.

8.4

To receive an update on Year End
Parish Council currently awaiting confirmation of AGAR and reporting dates for year end in the light of COVID19 social distancing and lockdown measures.

9.

Items for referral to next agenda / reports / future agenda items / correspondence.

10.

To consider any urgent items and agree actions, at the discretion of the Chairman, which cannot be held over to the next meeting.

10.1

The Clerk received a correspondence from Pass+Move with some comments relating to their new Hire Agreement.
Parish Council discussed the request from Pass+Move to add an additional session on a Saturday to their Hire Agreement for 2020/21. Furthermore they requested for the additional session fee to remain at the fee of £40 per session, rather than the proposed increased fee of £50 per session. Parish Council agreed that an additional session is agreeable, subject to the approval of other Clubs, and at an additional fee of £3.38 per session but that the additional session fee will remain increased to £50.

CHAIRMAN:

C E Healy

DATE: 13-MAY-20