



CATSFIELD PARISH COUNCIL

Minutes

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

Minutes of the Meeting
of the Parish Council On

Wednesday 8th June 2022 at 7pm

in Hermon Cottage, Church Road, Catsfield TN33 9DP

Attended by: Cllr K Robertson Chairman Cllr D Richards Vice Chairman

Cllr M Holgate, Cllr G Curtis, Cllr K Curtis, Cllr J Fowle

Members of the Public: 0

Also in attendance: Clerk: Alexandra Sharp and County Councillor Kathryn Field

PARISH COUNCIL MEETING AGENDA	
Item	Agenda Item
1.	Election of Vice-Chairman for the ensuing year RESOLVED: There was one nomination for Vice-Chairman . Cllr Richards was proposed and elected unopposed.
2.	To receive apologies for absence. No apologies were received.
3.	To approve the minutes of the Parish Council meeting held on 11 th May 2022. RESOLVED: The minutes of the Parish Council meeting held on 11 th May 2022 were agreed and approved. The Chair is authorised to sign the minutes.
4.	To receive declarations of interest on agenda items. No declarations of interest were received.
	Public Questions relevant to items on the Agenda
5.	Planning and Enforcement
	Planning Applications
5.1	RR/2022/1002/P Great Park Farm, Horns Corner, Catsfield TN33 9DT Change of use of land and construction of 5 sustainable glamping cabins with associated landscaping RESOLVED: The Parish Council to submit the following comment to Rother District Council Planning Dept: The Parish Council have no objections.
5.2	RR/2022/929/P Forestry Cottages, Crowders Lane, Catsfield TN33 9LR Demolition of outbuilding and free-standing roof structure, erection of car port. RESOLVED: The Parish Council to submit the following comment to Rother District Council Planning Dept: The Parish Council have no objections.
5.3	RR/2022/1211/P The Kennels, Horns Corner, Catsfield TN33 9DU Proposed installation of Velux rooflights to barn style dwelling RESOLVED: The Parish Council to submit the following comment to Rother District Council Planning Dept: The Parish Council have no objections.
	Enforcement
5.4	ENF/111/22/CAT 3 Warren Close Catsfield Erection Of Summerhouse (Planning Application Submitted 18/05/22 – RR/2022/1279/P) Current Status: Awaiting Further information RESOLVED: Noted
5.5	ENF/336/21/CAT Eastlands Farm The Stream Catsfield TN33 9BB Importation Of Soil And Re-Grading Of Levels Current Status: No Further Action Latest action: This case will be closed - there are no associated documents, information or complainant. I will be looking at Eastlands Farm under a different case number RESOLVED: Noted.
6.	To receive reports from Cllr Kathryn Field (ESCC) and Cllr Gary Curtis (RDC). The following report was received from County Cllr Kathryn Field:

GC/KC

KF/GC

	Ukrainian families are unable to book/secure a school place until once they are in the UK, and this is presenting some difficulty with the lack of places available.																																																																																																																																													
	There was no update to give in relation to Rother District Council.																																																																																																																																													
7.	To receive and consider the Clerk's Report <u>Appendix 7</u> The Clerk's Report was received and noted.	AS																																																																																																																																												
8.	Finance, Audit and Legal	AS/KR																																																																																																																																												
8.1	To approve the accounts, payments and finance pack to 31st May 2022 <u>Appendix 8.1</u> Resolved: The accounts and finance pack to 31 May 2022 were reviewed and approved and the following payments were approved:- <table><tr><th colspan="4"><u>Payments by Bank Transfer pending authorisation</u></th></tr><tr><th></th><th>Payee</th><th>Payment Details</th><th>Amount</th></tr><tr><td>09/06/2022</td><td>Alexandra Sharp</td><td>Clerk's Salary for June 2022</td><td>£613.40</td></tr><tr><td>06/07/2022</td><td>HMRC</td><td>Clerk's PAYE for June 22</td><td>£68.80</td></tr><tr><td>09/06/2022</td><td>She's Got it Maid</td><td>Cleaning @ Pavilion for May 22</td><td>£55.00</td></tr><tr><td>13/05/2022</td><td>Maiden Accountancy Services</td><td>Payroll Services April - June22</td><td>£36.00</td></tr><tr><td>12/05/2022</td><td>Matt Bumpass</td><td>Toilet Block Repair</td><td>£103.20</td></tr><tr><td>09/06/2022</td><td>John O'Conner</td><td>Grass Cutting in May 2022</td><td>£305.14</td></tr><tr><td>09/06/2022</td><td>Dale Saunders Ltd</td><td>Pavilion Boiler Service</td><td>£156.00</td></tr><tr><td>09/06/2022</td><td>Satswana</td><td>Data Protection Officer fee</td><td>£180.00</td></tr><tr><td>09/06/2022</td><td>Mrs P Buckle</td><td>Internal Audit Fee</td><td>£160.00</td></tr><tr><td>09/06/2022</td><td>Mr R Sharp</td><td>Planting of English Oak for Jubilee</td><td>£50.00</td></tr><tr><td>09/06/2022</td><td>Zurich Insurance</td><td>Parish Council Insurance</td><td>£1,217.09</td></tr><tr><td>09/06/2022</td><td>Messy Mason</td><td>Cleaning of Pavilion exterior</td><td>£200.00</td></tr><tr><td>09/06/2022</td><td>Rother District Council</td><td>Non Domestic Rates for Car Park</td><td>£611.28</td></tr></table> <table><tr><th colspan="4"><u>Payments by direct debit for authorisation</u></th></tr><tr><th>Payment Date</th><th>Payee</th><th>Payment Details</th><th>Amount</th></tr><tr><td>21/06/2022</td><td>Eon</td><td>Pavilion Electricity Charge - 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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 31st May 2022. RESOLVED: The bank statement, reconciliation and balance sheet to 31 st May was reviewed and approved.																																																																																																																																													
8.3	To receive and note the Internal Audit Report <u>Appendix 8.3</u> RESOLVED: The Internal Audit Report was received and it's contents noted.																																																																																																																																													
9.	Recreation Ground (Playing Field, Playground and Community Pavilion)	DR/AS																																																																																																																																												
9.1	To receive the summary of monthly recreation ground inspections. RESOLVED: The monthly recreation ground inspections were received and the following actions were agreed:- To ask the Parish Council contractor to :- • Replace the latches to both gates on the play area so that they close. • Replace the missing bolt on the recreation ground entrance gate. • Replace the lock to the ladies toilet on the toilet block.																																																																																																																																													

9.2	Painting of the doors to the boiler room to cover the graffiti. To consider request from Pass+Move for Family Event on 16th July 2022. RESOLVED: The request from Pass+Move was considered and it was resolved that the Parish Council allow smaller family events but do not permit events of this size at the recreation ground.	
10.	Open Spaces	MH/AS
10.1	To receive an update in relation to the damage to the Culvert on Church Road Cllr Holgate met with Highway Steward Darren Bass . He was helpful and looked at the problem from the field side and then from the road side. He said he understood the problem and proposed two actions a) repair the edge of the carriageway which has broken away and b) to arrange for some kind of barrier to protect their asset i.e. the culvert under the road but this may take some time.	
11.	Traffic/Roads/Policing	KR
11.1	To receive an update on traffic surveys and Speedwatch The following update was received:- - A survey will soon be undertaken of the road at Horns Corner as a first step to getting the speed limit moved back. 2 Speedwatch sessions took place in May, with Police presence and once driver stopped. - Speedwatch sessions booked in July with the local Cubs group.	
Items for referral to next agenda / reports / future agenda items / correspondence.		

Meeting Ended at 20:49pm

Next Parish Council meeting and Annual Meeting of the Parish Council is to be held at 7pm on Wednesday 17th July 2022 in Hermon Cottage.

Signed:



Dated:

15/7/2022