



CATSFIELD PARISH COUNCIL

**Minutes of Catsfield Parish Council Meeting held on Thursday 17th July 2025
at 19:00 in Hermon Cottage, Church Road, Catsfield, TN33 9DP**

CLLrs in attendance: Cllr Keith Robertson (Chair), Cllr Sarah Jacques, Cllr Diane Wilson, Cllr Des Christian and Cllr Sharon Harris

Also in attendance: Mrs Vicki Rutt (Clerk), Cllr Field (ESCC), Cllr McLaren (RDC) and 3 members of the public

Clerk & RFO:
Mrs Vicki Rutt
The Village Hall, Church Road,
Catsfield, East Sussex,
TN33 9DP
Phone 07483 306519

Email clerk@catsfield-pc.gov.uk
Website www.catsfieldpc.co.uk

	PARISH COUNCIL MEETING MINUTES
1.	To receive apologies for absence None.
2.	To approve the minutes of the Parish Council meeting held on the 19th June 2025 RESOLVED: The minutes were approved and signed.
3.	To receive declarations of interest on agenda items No declarations were received.
4.	Public Questions None.
5.	To receive reports from County Cllr Kathryn Field (ESCC) & District Cllr Nicola McLaren (RDC) RDC – Cllr McLaren was welcomed to the meeting and congratulated on her position. Cllr McLaren explained that she has attended two RDC meetings this month: Overview and Scrutiny plus Full Council. The item that took most time at these meetings were the future of public toilets at Winchelsea Beach and Sedlescombe. Rother District Council has been named the most improved district council in the country for its efforts to tackle climate change. Housing development – the Governments new target for Rother is 932 new homes per annum; their current average is 215 per annum. RDC is keen for input and responses need on the Housing Needs Survey and Call for Sites, deadline is now 31 st July. Devolution framework, grant scheme for community orchards has reopened and funds between £500 - £5000 can be applied for. ESCC – Cllr Field reported on Linden Court, an adult care facility that was being considered for closure, but this has now been reconsidered at Full Council and will be remaining open. County have got 685 looked after children, this is a lot over the National average. County just missed out on their carbon reduction in this quarter.
6.	Planning and Enforcement
6.1	<u>RR/2025/699/P for Watermill Lane - Land to the east of, Bexhill</u> Outline planning application for the erection of up to 98 dwellings including affordable housing, with public open space, landscaping, sustainable drainage system (SuDS) and vehicular access. All matters reserved except for means of access. <i>PC commented: The Parish Council are concerned about several pieces of the application. Given issues with water pressure in the area a robust plan for water supply and sewage treatment must be proven as deliverable before the outline application is considered. Local services and infrastructure are already under strain. The biodiversity net gain was not proven and needs to be reviewed and corrected before approval is considered.</i> <u>RR/2025/894/P for Wylands Farm, Farm Shop, Powdermill Lane, Catsfield</u> Erection of an agricultural style storage building <i>PC commented: This application is supported for approval if the need for a building of this size is needed for the business. Previous application notes service spaces were not needed. If approved, limits to future change of use should be included.</i> <u>RR/2025/980/O for Eastlands Farm, The Stream, Catsfield TN33 9BB</u> Certificate of lawfulness for existing use of the Lodge at Eastlands Farm as a dwelling <i>PC commented: This application is objected to on the basis that it is not clear that the construction and occupation of the building was necessary for the purposes of supporting the business of the farm. Similar applications have been rejected by RDC and on appeal.</i> <u>RR/2025/981/P for Eastlands Farm, The Stream, Catsfield TN33 9BB</u> Amended Design of a Farm Building at Eastlands Farm Catsfield and Change of Use to an Indoor Cricket Facility (Retrospective)

	<i>PC commented: This application is objected to. The Parish Council do not have an issue with the cricket facility, but understand the building was originally built to provide capacity for agricultural purposes. It is not clear why it is now not needed. The diversification into service industries appears to require more scrutiny that change of use for a barn.</i>
7.	Clerks & Admin Matters
7.1	To receive and consider the Clerk's action log The Clerk updated the action log for 2025 with all outstanding actions and provided status updates for each one.
8.	Finance, Audit and Legal
8.1	To approve the payments list to 17th July 2025 RESOLVED: The payments to 17 th July 2025 and the payments were reviewed and approved as shown in Appendix A .
8.2	To receive and approve the bank statement, reconciliation, balance sheet and Income v Expenditure report to 30th June 2025 RESOLVED: The bank statement, reconciliations, balance sheet and IvE report to 30 th June 2025 was reviewed and approved.
8.3	To note the finance pack for Q1 of 2025/26 RESOLVED: The finance pack for Q1 was reviewed and approved. Discussions around the CIL funds available and upcoming projects were discussed so Cllrs could see where the money was being allocated.
8.4	To consider grant request from Catsfield Village Hall A representative from the Village Hall committee explained what the committee would like to do with the Village Hall. It was agreed that the Council would assist the Village Hall with installing air conditioning. Clerk to work with the Village Hall committee to arrange this. Action 1. Cllr Wilson will work with the Village Hall committee to look at the solar panel project, in conjunction with the Pavilion. RESOLVED: £9,363 of CIL funds be allocated to provide the Village Hall with air conditioning on the basis that the Parish Council will take on the initiation and delivery of the project and on completion gift the installed equipment to the VH.
8.5	To sign paperwork to authorise funds being moved into the CCLA account RESOLVED: It was discussed and agreed by all Cllrs that £75,000 would be moved into the CCLA account. Cllrs Robertson and Christian signed the relevant form. Clerk to action payment. Action 2.
9.	Recreation Ground (Playing Field, Playground and Community Pavilion)
9.1	To receive the summary of recreation ground inspections through July 2025 Cllr Jacques undertook the inspection this month and identified no new issues. Cllr Robertson updated that the decorating in the Pavilion is nearly complete, and pictures will need to go back up on the walls. It was noted that the walls were rather crowded with pictures. It was discussed and all agreed that Council's policy will now be to have only pictures relevant to sports played at the Pavilion on the walls. Any pictures relevant to the Council or its committees will not be given wall space. It was agreed that fresh laminated signs to be produced referring to no muddy boots and please empty bins when leaving. Action 3.
9.2	To receive an update on the decarbonising project at the Pavilion No update this month.
9.3	To discuss and agree how to proceed with the stream area at the Recreation ground It was reported that further work required on this so it will be updated on at the next meeting.
9.4	To discuss and approve an additional request from Hastings Utd Clerk reported that a request has come in for use of the Pavilion and Recreation ground for the Hastings Utd Adult professional team to use the facilities for some pre-season matches. As the group already have a signed agreement in place for the U12 team, it was confirmed they could use on the dates requested at a cost of £75 per session. Clerk to action. Action 4.
9.5	To consider and approve quote for additional tree works at the Recreation ground The quote was discussed, and it was agreed that as the official tree report did not identify these issues, they will not be undertaken at this time.
10.	Community Engagement
10.1	To receive an update on strategic aims Nothing to update this month.
11.	Road safety and Policing
11.1	To receive an update on the request for speed limit charges to the North of the village Cllr Robertson reported that ESCC have honoured our community match scheme so the speed changes to extend the 30mph limit to Horns Corner and Powdermill Lane going ahead (This excludes the "S" bends for which speed

	limit changes were not allowed by ESCC). The proposal will go to a Lead Member meeting in October 2025 and then we have been advised it can take 12/18 months to implement the speed changes. Cllr Wilson stated that she would like to start a petition about the S-bends issues. This was discussed and it was felt that the PC have done all they can to get the speed changes in that area, and that ESCC will not change their mind as the changes do not fit with their policy. It was agreed this would be reviewed again at a later date, after the current changes are in place.
11.2	To discuss and agree how to proceed with Speedwatch Cllr Robertson updated that a Speedwatch session was held this week which had Police attended. 17 vehicles were logged speeding. The Clerk is now going to become the administrator of the Catsfield Speedwatch and will organise rotas and input the data. Once she fully registered on the system, this will commence, likely from September 2025. Clerk to advertise on Facebook. Action 5.
12.	Open Spaces
12.1	To receive an update on parking regulations and enforcement options for the Village car park Cllr Robertson updated that he has liaised with NALC about legal changes to provide Parish Councils with the powers needed to enforce parking regulations, but this is not a quick process and would need UK Gov action. He has also spoken with Joe Powell at RDC who is reviewing if RDC as the primary authority (which does have the power to enforce) can help Catsfield and other Parish Councils in Rother.
12.2	To receive all resident feedback on the proposed height barrier in the Village car park The Clerk updated that following the post on Facebook, out of the 51 comments received, all were negative except one, so this will not be progressed.
12.3	To consider and approve quote for tree works in the Car Park This was discussed and does not seem to be a problem at the moment. It was agreed they would re-look at this quote in September 2025.
12.4	To consider and approve quote for hedge works in the cemetery The Clerk explained that as well as the annual strimming in the cemetery, which is on the annual budget, it has been identified that the rhododendrons need cutting back on the footpath. This is not going to be an annual expense, likely every 5/10 years. RESOLVED: Quote approved to cut back the rhododendrons within the cemetery.
13.	Items for referral to next agenda / reports / future agenda items / correspondence. Re-discuss car park tree works

**** CONFIDENTIAL PERSONNEL SECTION ****

14.	To agree to move into a confidential session, excluding all press and residents due to personnel matters being discussed All Cllrs agreed to move into a confidential session and any members of the public, and the Clerk, left the meeting.
15.	To approve Clerks appraisal document for 2025 This was approved.
16.	To discuss and agree Clerks pay scales for the next year This was discussed and pay scales agreed and communicated with the Clerk.

Meeting ended at 21:05

There is no meeting in August 2025

The next Parish Council meeting is Thursday 18th September 2025 at 19:00.

Signed:

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Chairman

Appendix A

Finance report for 17th July 2025 PC meeting

<u>Payments by Debit Card <i>paid</i> pending authorisation</u>			
Payment Date	Payee	Payment Details	Amount
17.07.25	Balcombes DIY	Keys cut x 3 for boiler room	£22.50
<u>Payments by Bank Transfer <i>paid</i> pending authorisation</u>			
Payment Date	Payee	Payment Details	Amount
01.07.25	Carol Hogdson	Pevious Clerk gratuity fund	£1,467.00
08.07.25	Carley Tree Surgery	Tree worls at Rec	£5,500.00
<u>Payments by Bank Transfer pending authorisation</u>			
Payment Date	Payee	Payment Details	Amount
17.07.25	Vicki Rutt	July 2025 salary	£1,062.17
17.07.25	HMRC	Tax and NI for July 2025	£455.66
17.07.25	RALC	Subscription	£32.00
17.07.25	Vicki Rutt	Q1 mileage claim	£85.50
17.07.25	Uniserve	New website hosting for 1 year	£133.06
17.07.25	Maiden Accountancy Services	Payroll for Q2	£36.00
17.07.25	Uniserve	IT charges for July 2025	£47.64
17.07.25	Victoria Robertson	Pavilion cleaning	£50.00
<u>Payments by direct debit for authorisation</u>			
Date	Payee	Payment Details	Amount
25.06.25	O2 business	Clerks phone	£34.20
30.06.25	JM Waste	Service charge - June 2025	£76.44
01.07.25	Rother District Council	Car park charge	£51.00
<u>Acknowledge receipt of monies</u>			
14.07.25	Hastings Utd FC	Annual admin fee for U12s	£100.00