



CATSFIELD PARISH COUNCIL

Minutes of the Parish Council Meeting held
on Wednesday 11th August 2021 at 7pm
in The Village Hall, Church Road, Catsfield.

Attended by Cllr Robertson **Chairman**
Cllr. Holgate, Cllr G Curtis, Cllr K Curtis, Cllr Sharmini Singh
Also, in attendance: 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

PARISH COUNCIL MEETING AGENDA		
Item	Agenda Item	
1.	To receive apologies for absence. RESOLVED: Apologies were received from Cllr Richards and County Councillor Field	
2.	To approve the minutes of the Annual Parish Council meeting held on 14th July 2021 RESOLVED: The minutes of the Parish Council meeting held on 14 th July 2021 were agreed and approved. The Chair is authorised to sign the minutes.	
3.	To receive declarations of interest on agenda items. RESOLVED: Cllr Holgate declared a personal interest in item 5.4	
4.	To consider application for Parish Councillor vacancy and interview the applicant Appendix 4.1 and 4.2 RESOLVED: The application was received and considered. The applicant was interviewed and considered by the Parish Council and Janet Fowle was co-opted onto the Parish Council.	
	Public Questions relevant to items on the Agenda	
5.	Planning	
5.1	RR/2021/762/P Starcorft Farm, Horns Corner, Catsfield TN33 9DT Outline: The outline is for proposed change of use of land for the station of three timber built cabins on wheels together with associated car parking and landscaping. RESOLVED: To submit the following comment to RDC Planning: The Parish Council object to this planning application as this would erode the AONB and access would be a safety concern for the main road.	GC&KC
5.2	RR/2021/1148/P The Hop Barn, The Stream, Catsfield TN38 9BB Outline: Conversion of garage to residential annexe to The Hop Barn. RESOLVED: To submit the following comment to RDC Planning: Catsfield Parish Council have no objections.	
5.3	RR/2021/1149/L The Hop Barn, The Stream, Catsfield TN38 9BB Outline: Conversion of garage to residential annexe to The Hop Barn. RESOLVED: To submit the following comment to RDC Planning: Catsfield Parish Council have no objections.	
5.4	RR/2021/1185/P New Barn Farm, The Stream, Catsfield TN33 9BP Outline: Change of use of land from agricultural to use for the exercising of dogs RESOLVED: To submit the following comment to RDC Planning: The Parish Council object to this planning application as we do not want to see any more agricultural land lost. However we have no objections just to exercising dogs on the field. *Emergency Item*	
5.5	To consider a response to in relation to the Normanhurst Estate Development inviting the Parish Council to meet to discuss proposals for the development. RESOLVED: To suggest to that they arrange a meeting with all residents of the village as well as the Parish Council.	
6.	To receive reports from Cllr Kathryn Field (ESCC) and Cllr Gary Curtis (RDC). No reports received as Cllr Field is not present and Cllr Gary Curtis has been on leave.	KF/GC
7.	To receive and consider the Clerk's Report Appendix 7 RESOLVED: The Clerk's Report was noted.	AS

8.	Finance, Audit and Legal	AS/KR																																																																																				
8.1	To approve the accounts, payments and finance pack to 31st July 2021 <u>Appendix 8.1</u> RESOLVED: The accounts and finance pack 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>Payment Date</th><th>Payee</th><th>Payment Details</th><th>Amount</th></tr><tr><th colspan="4"><u>Payments by Bank Transfer paid pending authorisation</u></th></tr><tr><th>Payment Date</th><th>Payee</th><th>Payment Details</th><th>Amount</th></tr><tr><td>14/08/2021</td><td>Alexandra Sharp</td><td>Clerk's Salary for August 2021</td><td>£527.41</td></tr><tr><td>14/08/2021</td><td>Alexandra Sharp</td><td>Expenses - Mobile Router</td><td>£39.00</td></tr><tr><td>06/09/2021</td><td>HMRC</td><td>Clerk's PAYE for August 2021</td><td>£45.40</td></tr><tr><td>06/09/2021</td><td>She's Got it Maid</td><td>Cleaning @ Pavilion for July 2021</td><td>£40.00</td></tr><tr><td>14/08/2021</td><td>John O'Conner</td><td>Grass Cutting Services - July 2021</td><td>£305.14</td></tr><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>23/07/2021</td><td>Eon</td><td>Streetlighting Electricity Charge - July 2021</td><td>£106.65</td></tr><tr><td>30/07/2021</td><td>JM Waste Management</td><td>Waste Collections in July 2021</td><td>£76.44</td></tr><tr><td>07/07/2021</td><td>Vodafone</td><td>Camera Monthly Service Payment</td><td>£4.00</td></tr><tr><td>16/07/2021</td><td>Sage UK</td><td>Sage Software July 2021</td><td>£78.00</td></tr><tr><th colspan="4"><u>Payments by debit card pending authorisation</u></th></tr><tr><th>Payment Date</th><th>Payee</th><th>Payment Details</th><th>Amount</th></tr><tr><td>04/07/2021</td><td>Mutts Butts</td><td>Dispenser refill bags</td><td>£68.15</td></tr><tr><td>04/07/2021</td><td>Mutts Butts/JRB Enterprise Ltd</td><td>Dog Bag dispenser</td><td>£104.34</td></tr><tr><td>02/08/2021</td><td>ICO</td><td>ICO Certificate (Data Protection)</td><td>£40.00</td></tr><tr><td>03/08/2021</td><td>Good Directions Group</td><td>Hawkins Memorial Clock</td><td>£2,028.00</td></tr></table>	<u>Payments by Bank Transfer pending authorisation</u>				Payment Date	Payee	Payment Details	Amount	<u>Payments by Bank Transfer paid pending authorisation</u>				Payment Date	Payee	Payment Details	Amount	14/08/2021	Alexandra Sharp	Clerk's Salary for August 2021	£527.41	14/08/2021	Alexandra Sharp	Expenses - Mobile Router	£39.00	06/09/2021	HMRC	Clerk's PAYE for August 2021	£45.40	06/09/2021	She's Got it Maid	Cleaning @ Pavilion for July 2021	£40.00	14/08/2021	John O'Conner	Grass Cutting Services - July 2021	£305.14	<u>Payments by direct debit for authorisation</u>				Payment Date	Payee	Payment Details	Amount	23/07/2021	Eon	Streetlighting Electricity Charge - July 2021	£106.65	30/07/2021	JM Waste Management	Waste Collections in July 2021	£76.44	07/07/2021	Vodafone	Camera Monthly Service Payment	£4.00	16/07/2021	Sage UK	Sage Software July 2021	£78.00	<u>Payments by debit card pending authorisation</u>				Payment Date	Payee	Payment Details	Amount	04/07/2021	Mutts Butts	Dispenser refill bags	£68.15	04/07/2021	Mutts Butts/JRB Enterprise Ltd	Dog Bag dispenser	£104.34	02/08/2021	ICO	ICO Certificate (Data Protection)	£40.00	03/08/2021	Good Directions Group	Hawkins Memorial Clock	£2,028.00	
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8.2	To receive and approve the bank reconciliation to 31st July 2021 <u>Appendix 8.2</u> The bank reconciliation to 30 June 2021 was reviewed and approved. To approve the purchase of a mobile router for the Clerk in the event of a broadband outage.																																																																																					
8.3	RESOLVED: The purchase in the sum of £39 was approved. <i>*Cllrs Gary and Kirsty Curtis gave their apologies and left the meeting*</i>																																																																																					
8.4	To note that Cllr Robertson is serving as the nominee for RALC on the Rother District Council's Audit and Standard Committee RESOLVED: Noted.																																																																																					
9.	Recreation Ground (Playing Field, Playground and Pavilion)	DR AS																																																																																				
9.1	To receive the summary of monthly recreation ground inspections RESOLVED: The monthly recreation ground inspections were noted. The reappearance of mole hills was noted and it is anticipated that we will need these dealt with in the next couple of months.																																																																																					
9.2	To consider appointing a Parish Council 'handyman' to undertake relevant jobs around Catsfield and what this may involve. Item deferred to Parish Council Meeting on 15th August 2021 <i>Sept</i>																																																																																					
9.3	To consider repairing, sprucing and cleaning the toilet block at the recreation ground. Item deferred to Parish Council Meeting on 15th August 2021 <i>Sept</i>																																																																																					
9.4	To consider install of a water standpipe from the Pav The installation was considered and it was agreed to obtain quotations.																																																																																					
9.5	To consider install of an outstood secure and waterproof electricity supply point from the Pavilion The installation was considered and it was agreed to obtain quotations.																																																																																					
9.6	To consider whether repairs are required to the guttering system around the Pavilion Item deferred to Parish Council Meeting on 15th August 2021 <i>Sept</i>																																																																																					
10.	Open Spaces	MH																																																																																				

11.	Traffic/Roads/Policing	KR
11.1	To receive an update on traffic surveys and Speedwatch	
	RESOLVED: The Black Cat Radar Device is currently in place and CSW Team are undertaking CSW sessions at the same time to see how much effect CSW has on drivers.	
11.2	To receive an update on speed reduction project via RALC	
	No updates to receive.	
11.3	To consider Parish Council priorities in relation to Policing in Catsfield and any actions	
	- Public reporting of incidents why this is so important - what can we do?	
	- Consider more use of cameras to record in areas where we are fining issues	
	- What questions are we to put to residents via our Community Engagement.	
	RESOLVED: It was agreed to proceed with Community Engagement. Cllr Singh to put together a survey for circulation to residents of Catsfield.	
12.	Community Engagement	KC/SS/DR
12.1	To consider the possibility of Catsfield Arts Festival 2022	
12.2	To consider village celebrations for HRH The Queens Platinum Jubilee in May 2022:-	
	- To consider funding the hire of marquee, tables, chairs and other equipment for the marquee.	
	- To consider funding the costs of food and drink for the celebrations.	
	- To consider ways in which the Parish Council can publicise the event	
	RESOLVED: The Parish Council agreed to set aside a provisional budget of £1,500 towards the hire of marquee etc.	
	Items for referral to next agenda / reports / future agenda items / correspondence	

Meeting Closed: 20:41hrs

Next Parish Council Meeting to be held on 15th August 2021, rather than 8th August 2021 at 7pm in Hermon Cottage.

Signed:


Chairman

Dated:

15/9/21