



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 Parish Council Meeting held on

Wednesday 10th August 2022 at 7pm

in Hermon Cottage, Church Road, Catsfield TN33 9DP

Attended by: 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

Alexandra L Sharp

PARISH COUNCIL MEETING AGENDA			
Item	Agenda Item		
1.	To receive apologies for absence. Apologies were received from Cllr Robertson and County Cllr Kathryn Field.		
2.	To approve the minutes of the Parish Council meeting held on 13 th July 2022 RESOLVED: The minutes of the Parish Council meeting held on 13 th July 2022 were agreed and approved. The Vice Chair is authorised to sign the minutes.		
3.	To receive declarations of interest on agenda items Cllr Holgate declared an interest in item 8.1 in his capacity of new Church Warden.		
	Public Questions relevant to items on the Agenda		
4.	To receive reports from Cllr Kathryn Field (ESCC) and Cllr Gary Curtis (RDC). No updates to report.		KF/GC
5.	To receive and consider the Clerk's Report <u>Appendix</u> The Clerk's Report was received and noted.		AS
6.	Finance, Audit and Legal		AS/KR
6.1	To approve the accounts, payments and finance pack to 31 st July 2022 <u>Appendix 7.1</u> RESOLVED: The accounts and finance pack to 31 July 2022 were reviewed and approved and the following payments were approved:-		
	Payments by Bank Transfer pending authorisation		
	Payment Date	Payee	Payment Details
	14/07/2022	Alexandra Sharp	Clerk's Salary for August 2022
	06/08/2022	HMRC	Clerk's PAYE for August 22
	14/07/2022	John O'Conner	Grass Cutting in July 2022
	19/07/2022	Mr K Robertson	Refund of Jubilee Expenses
	11/08/2022	Rialtas	Making Tax Digital Software Update
	Payments by direct debit for authorisation		
	Payment Date	Payee	Payment Details
	06/07/2022	JM Waste Management	Waste Collections in July 2022
	04/07/2022	Vodafone	Camera Monthly Service Payment (July)
	16/07/2022	Sage	Monthly subscription -July 22
	28/06/2022	Npower	Streetlighting Elec Charges (May)
	Payments by debit card pending authorisation		
	Payment Date	Payee	Payment Details
	09/06/2022	Wickes	Top Soil
	01/08/2022	John O'Conner	Pitch Marking from March 2022
	01/08/2022	RS Online	Hand wash for Pavilion
	25/07/2022	Direct 365	Paper Towels for Pavilion
	28/07/2022	Viking	Printer Inks for History Group
6.2	To receive and approve the bank statement <u>Appendix 7.2a</u> and reconciliation <u>Appendix 7.2b</u> and balance sheet <u>Appendix 7.2c</u> to 31 st July 2022.		

6.3	RESOLVED: The bank statement, reconciliation and balance sheet to 31st July 2022 was reviewed and approved. To consider adding another member to the Parish Council banking mandate and online banking facility RESOLVED: It was agreed for Cllr Kirsty Curtis to be added to the banking mandate with access to online banking.	
6.4	To consider writing off historic VAT balance. RESOLVED: It was agreed to write off the sum of £469.41 relating to historic VAT unclaimed balance.	
7.	Recreation Ground (Playing Field, Playground and Community Pavilion)	DR/AS
7.1	To receive the summary of monthly recreation ground inspections. RESOLVED: The monthly recreation ground inspections were received. In particular it was noted that the recreation ground was looking very good indeed.	
7.2	To receive quotations for the implementation of a new security system at the recreation ground. RESOLVED: It was agreed to proceed with the quotation received from 1066 Security in the sum of £1221.00 + VAT for the installation of 4 new cameras, as per their quotation dated 20th July 2022.	
7.3	To consider request from CFC to install better showers RESOLVED: The request from CFC was considered by the Parish Council but the Parish Council are not prepared to new showers but will arrange for the existing showers to be cleaned.	
7.4	To note the purchase of hand soap and paper towels for the Pavilion RESOLVED: Noted.	
7.5	To note the status of the toilet block at the recreation ground RESOLVED: The toilet block is now in full, clean and working order.	
7.6	To consider request for new lock on storage unit used for Boat Race RESOLVED: The request was considered and declined.	
8.	Open Spaces	MH/AS
8.1	To agree the Parish Council's budgeted contribution to the cutting of the grass at the cemetery of £440 RESOLVED: The contribution of £440 was agreed.	
9.	Traffic/Roads/Policing	KR
9.1	To receive an update on traffic surveys and Speedwatch No Update.	
10.	Community Engagement	
10.1	To consider draft of village survey Deferred to September 2022 meeting	
	Items for referral to next agenda / reports / future agenda items / correspondence.	

Meeting Ended at 19:38pm

Next Parish Council meeting and Annual Meeting of the Parish Council is to be held one week later than planned (due to unforeseen circumstances)

at

7pm on Wednesday 21st September 2022 in Hermon Cottage.

Signed:

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Chairman

Dated:

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21/9/22