



CATSFIELD PARISH COUNCIL

Minutes of Catsfield Parish Council Meeting

held On Thursday 18th July 2024 at 19:00

in the Village Hall, Church Road, Catsfield, TN33 9DR

In attendance: Cllr Keith Robertson, Cllr Sharon Harris and Cllr Martin Holgate.

Also in attendance: Mrs Vicki Rutt – Clerk, Cllr Field, Cllr Pearce and 2 members of the public. Cllr Christian was co-opted into the meeting at 19:10.

Clerk & RFO: Mrs Vicki Rutt
The Village Hall, Church Road
Catsfield, East Sussex

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PARISH COUNCIL MEETING MINUTES	
Item	
1.	To receive apologies for absence. Apologies received and accepted from Cllr Jacques.
2.	To approve the minutes of the Parish Council meeting held on the 18th June 2024 RESOLVED: The minutes were approved and signed.
3.	To receive declarations of interest on agenda items. There were no declarations of interest.
4.	To consider new Councillor applications and possible co-option Cllr Robertson reported that we had received one application from Mr Desmond Christian. Mr Christian was invited to explain why he was interested in joining the Parish Council. All Councillors present voted, and it was unanimous to co-opt. Cllr Christian joined the meeting and he signed the acceptance of office book. The Clerk will arrange a new Councillor training course and all relevant paperwork. Action 1.
5.	Public Questions relevant to items on the agenda There were no public questions.
6.	To receive reports from County Cllr Kathryn Field (ESCC) & District Cllr Chas Pearce (RDC) Catsfield School Cllr Field reported that following a meeting with Cllr Robertson and 2 parents at the school, after 2 near misses, she can confirm from September 2024 they will have a new crossing lady. It was confirmed that incidents should be reported straight away to East Sussex Highways and to Op Crackdown. Jo Read who is the Safety Officer at ESH along with Kelly Burr who is her manager is happy to meet on site to look at the safety issue in September, Clerk to arrange meeting. Action 2. <i>A resident arrived to speak about the near misses at the school.</i> Cllr Field provided her earlier update to the resident. An update on the near misses were given by the resident who is a parent at the school. It was agreed that a site visit will be arranged with to clarify concerns and potential solutions around road safety at the school. Cllr Robertson stated that the Community Speedwatch (CSW) site could be reactivated outside the school, if there are enough volunteers to hold regular CSW sessions. Clerk to liaise with Mr Barnes to see if something could be put in the parent newsletter. Action 3 Highways. At the ESCC Cabinet meeting on Tuesday, an extra million pound was assigned to Highways for patching. Social Care. Cllr Field explained that there are 2 children in this County, which cost £25,000 a week. Travel costs for care: The flexi bus should be used more, not always private taxis. Adult reform, there is a desire for it, but they are £60 million short to achieve it. Cllr Field ended her report by stating that the system is in place to collect food waste and a depot has been purchased in Sidley. RDC - Cllr Pearce stated it has been very quiet for the District Council so nothing to report. Cllr Robertson updated that at a recent RALC meeting, a proposal to split how the CIL pots were managed was raised. Cllr Robertson asked Cllrs Field and Pearce if they were aware of the proposal. They were both aware and Cllr Robertson asked in future could the Parish Council be made aware, so they have time to read and review. Cllr Field informed Cllr Robertson that the proposal was agreed at Cabinet and the pots have been merged. Cllr Robertson reported that the Parish Council are in the late stages of finalising their response to the Local Plan which will be submitted on Monday. Cllr Robertson stated that the policies are great but for urban, not rural locations.

7.	Planning and Enforcement There were no planning applications to discuss. It was noted that the appeal for Glebelands has been dismissed by the Inspectorate.
8.	To receive and consider the Clerk's Report The Clerk's report was received, and updates noted by Cllrs. The light outside the Village Hall is being looked into and Cllr Holgate is going to request a quote for a replacement unit.
9.	Finance, Audit and Legal
9.1	To approve the accounts payments and finance pack to 30th June 2024 RESOLVED: The accounts and finance pack to 30 th June 2024 and the following payments were reviewed and approved as shown in Appendix A .
9.2	To receive and approve the bank statement, reconciliation and balance sheet to 30th June 2024. RESOLVED: The bank statement, reconciliations and balance sheet to 30 th June 2024 was reviewed and approved.
9.3	To receive and approve the Q1 2024/25 YTD figures. RESOLVED: The Q1 2024/25 document, version 2, was reviewed and approved.
10.	Recreation Ground (Playing Field, Playground and Community Pavilion)
10.1	To receive the summary of recreation ground inspections through June 2024. Cllr Robertson confirmed no issues in June to report. It was discussed whether the inspections need to be weekly or monthly. The Clerk is going to check with the insurers. If it remains weekly, Clerk will update template that the Cllr can record the weekly inspections and only need to report to the Clerk on a monthly basis. Action 4. Cllr Harris offered to check do the inspections from now until mid-August and then another volunteer will be required. Clerk to email Cllrs early August. Action 5.
11.	Community Engagement
11.1	Action plan for communications going forward This is an ongoing action for the Clerk, more email addresses are required from residents to make any new communication i.e. Mailchimp, newsletter or WhatsApp worthwhile. For the time being, communications will continue on the noticeboard, Parish Council website and Facebook.
11.2	Village Hall Committee update Cllr Holgate reported that the new fire alarm system has been installed which the PC contributed to. Redecorations are about to take place imminently. The Committee are looking at how to stop the projector vibrating when the snooker room in use. Finances are looking good. The Chair is standing down after 33 years so an election will take place shortly.
11.3	Update following meeting regarding the school crossing This was updated in agenda item 6.
12.	Road safety and Policing
12.1	To receive an update on the request for speed limit charges to the North of the village Cllr Robertson reported that Highways have received the data and they have confirmed that the engineers have started their review exercise which can take up to 12 weeks. Cllr Harris reported that residents have spoken to her and put on Facebook their frustration that the hedges on the corners of Church Rd and Church Lane has not been cut back, despite requests and they are causing a significant obstruction on the footpath. Cllr Robertson explained that the residents have been asked previously and the Parish Council have no further power. It can be escalated to ESCC which the Clerk will action. Action 6.
13.	Open Spaces
13.1	To discuss long term parking in the Village Hall car park Cllr Robertson raised the issue that there are 3 vehicles that seem to have been abandoned in the car park. Two have been reported to Op Crackdown, the third will be reported by the Clerk. Action 7. It was discussed whether conditions of use for the car park should be changed to not allow long-term parking and how this could be achieved. The Clerk will liaise with RDC on this and the options available. Action 8.
14.	Items for referral to next agenda / reports / future agenda items / correspondence. Streetlights to be on the next agenda. Action 9.

Meeting ended at 20:24

There is no meeting being held in August 2024.

Next Parish Council meeting will be held on Thursday 19th September 2024 at 19:00.

Signed:

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Chairman

Appendix A

Finance report for June and July for 18th July 2024 PC meeting

<u>Payments by Debit Card paid pending authorisation</u>			
Payment Date	Payee	Payment Details	Amount
20.06.24	Mutts Butts	Purchase dog waste bags	£117.36
<u>Payments Bank Transfer paid pending authorisation</u>			
None			
<u>Payments by Bank Transfer pending authorisation</u>			
Payment Date	Payee	Payment Details	Amount
18.07.24	John O'Connor	Grass cutting June 2024	£211.63
18.07.24	Vicki Rutt	Locum Services June 2024	£1,302.80
18.07.24	RALC	Subscriptins 2024/25	£32.00
18.07.24	Maiden Accounancy Services	Payroll services	£36.00
18.07.24	Vicki Rutt	July 2024 salary	£1,012.04
18.07.24	HMRC	Tax and NI July 2024	£298.36
<u>Payments by direct debit for authorisation</u>			
Date	Payee	Payment Details	Amount
19.06.24	Castle Water	Water at Pavilion	£6.26
21.06.24	E-On	Electricity at Pav May 2024	£61.17
26.06.24	Npower	Streetlight electricity May 2024	£219.01
28.06.24	JM Waste	Monthly charge June 2024	£76.44
01.07.24	Rother District Council	Monthly car park rate charge	£62.33