



CATSFIELD PARISH COUNCIL

**Minutes of Catsfield Parish Council Meeting held on Thursday 16th October
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 Kathryn Field (ESCC),
Cllr Nicola McLaren (RDC) and 2 members of the public.

Clerk & RFO:
Mrs Vicki Rutt
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	PARISH COUNCIL MEETING MINUTES
1.	To receive apologies for absence None.
2.	To approve the minutes of the Parish Council meeting held on the 18th September 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) ESCC – Cllr Field reported that the lead member meeting is taking place on Monday, and there is a recommendation for the Catsfield speed proposals to be agreed. There was a recent CQC check for adult social care and children care, both were found to be good. RDC – Cllr McLaren reported that since the last meeting, RDC submitted support for the One East Sussex proposal. It recommends a single council to provide all the services currently run by the five borough and District Councils and by the County Council. If government agrees to the plan, the new authority could start work in April 2028. It would be minimal cost and disruption, with a saving of £64m over the first 5 years. Planning committee was held on the 9 th Oct, 2 applications for very ambitious project at Bexhill Pavilion were approved. Rother Voluntary Action (RVA) has been awarded Reaching Communities funding from the National Lottery to expand and develop their rural work in Rother. Rother District Council has been accredited as a Silver Carbon Literate Organisation (CLO), highlighting the authority's commitment to cutting emissions and addressing climate change. Rother schools been invited to take part in a competition to name food waste trucks, Catsfield Primary School are doing an assembly and learning about why food waste is important. Cllr Robertson reported that the Parish Conference presented on the timeline and confirmed that RALC are looking at this as a prime topic and finding out what is important to Parishes?
6.	Planning and Enforcement
6.1	Ratify comments made for RR/2025/1491/P for Wylands Farm, Powdermill Lane, Catsfield TN33 0SU Creation of an overflow car park and the erection of cycle and bin store with associated landscaping and works. PC commented: The Parish Council had no objections however following a lengthy discussion with two residents in attendance, all Cllrs agreed to resubmit comments stating <i>'That although the Parish Council do not have any objections, they note that previous applications have been refused but the Parish Council do recognise that there is a need for car parking but wish to assure that the development does not affect the AONB.'</i> All agreed, comments to be submitted. Action 1.
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 16th October 2025 RESOLVED: The payments to 16 th October 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 September 2025 RESOLVED: The bank statement, reconciliations, balance sheet and IvE report to 30 th September 2025 was reviewed and approved.

8.3	To receive and approve the financial pack for Q2 figures for 2025/26 RESOLVED: The financial pack for Q2 2025/26 was reviewed and approved.
8.4	To discuss and agree a further grant request from Catsfield Village Hall Cllr Robertson explained that following his recent attendance at a Village Hall committee, they have requested a further £2k to the original £9k that has been allocated to them from CIL money for their air con project, to include Hermon Cottage as well as the main hall. It was agreed that the PC office/History Group room does not need air con, but a fan can be purchased if required. RESOLVED: It was agreed by Cllrs to allocate the additional funds.
9.	Recreation Ground (Playing Field, Playground and Community Pavilion)
9.1	To receive the summary of recreation ground inspections through October 2025 Cllr Robertson reported that no issues identified.
9.2	To receive an update on the decarbonising project at the Pavilion Cllr Wilson reported that a full report had been received from Energise Sussex but only received that day, so more time is needed to take it in. It was agreed Cllrs will review and a discussion will take place at the next meeting. Action 2.
9.3	To receive an update on the stream area at the Recreation ground Cllr Wilson reported that a site meeting took place with Cllr Harris and the Clerk. It was agreed that the Clerk is going to attempt to create a visual picture of the proposed seating area and then we can get costings. Cllr Wilson has received information from Battle Town Council regarding grants.
10.	Community Engagement
10.1	To receive an update on strategic aims There is nothing to update this month.
10.2	To discuss how to proceed with a potential Neighbourhood Plan lite A discussion was held regarding Catsfield undertaking a Parish Priority Statement which has some weight behind it with regard to Planning but is not as time consuming as creating a Neighbour Plan. A lot of questions were asked and as not all the answers were known, it was agreed that a meeting should be agreed between RDC, Cllr McLaren and the Parish Council to discuss further. Clerk to arrange this meeting. Action 3.
11.	Road safety and Policing
11.1	To receive an update on the request for speed limit charges to the North of the village No update as waiting for the funding to be approved at the lead member meeting which is being held on Monday 20 th October, so awaiting decision on approval and next steps.
12.	Open Spaces
12.1	To discuss and agree car park signage receive an update on parking regulations and enforcement options for the Village car park The proposed signage brief was circulated to Cllrs in advance of the meeting. With one minor amendment and addition, the signage was agreed and can now be sent to the printers. Action 4. Cllr Robertson stated that another Parish Council is looking at having legal document drawn up regarding enforcement and it was thought that we could pool our resources with other interested Parish Council to share the costs. Clerk to look into this. Action 5.
13.	Items for referral to next agenda / reports / future agenda items / correspondence. • Toilets at the recreation ground. • Forecasted figures and 2026/27 draft budget

Meeting ended at 20:40

The next Parish Council meeting is Thursday 20th November 2025 at 19:00.

Signed:

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Chairman

Appendix A

Finance report for 16th Oct 2025 PC meeting

<u>Payments by Debit Card <i>paid</i> pending authorisation</u>			
Payment Date	Payee	Payment Details	Amount
26.09.25	Mutts Butts	Dog waste bag order	£207.04
14.10.25	Viking	Stationary order for printer paper	£31.13
<u>Payments by Bank Transfer <i>paid</i> pending authorisation</u>			
Payment Date	Payee	Payment Details	Amount
22.09.25	No Butts Bin Co Ltd	Memorial Plaque	£96.00
<u>Payments by Bank Transfer pending authorisation</u>			
Payment Date	Payee	Payment Details	Amount
16.10.25	Vicki Rutt	Salary for October 2025 + NALC backpay	£1,285.78
16.10.25	HMRC	Tax and NI for October 2025	£590.26
16.10.25	Signs of Style	Play area gate sign	£75.00
16.10.25	Victoria Robertson	Pav clean Sept & clean product reimburse	£51.25
16.10.25	Vicki Rutt	Q2 mileage 2025/26	£71.10
16.10.25	Maiden Accountancy Services	Payroll services	£36.00
16.10.25	Uniserve	IT changes Oct 2025	£47.64
16.10.25	Hadlow Down Parish Council	Half of the annual Clerk fee for SLCC	£119.00
16.10.25	John O'Connor	Grass cutting Sept 2025	£380.95
16.10.25	Battle Building Company	New lock on door in Pav	£54.99
<u>Payments by direct debit for authorisation</u>			
Date	Payee	Payment Details	Amount
23.09.25	eon Next	Pav electricity Aug 2025	£104.11
24.09.25	O2	Clerks phone Sept 2025	£34.20
29.09.25	JM waste	Service charge Sept 2025 + duty of care	£148.44
01.10.25	Rother District Council	Car park charge	£51.00
07.10.25	NEST	Pension Sept 2025	£97.74
<u>Acknowledge receipt of monies</u>			
22.09.25	Mary Browne	Funds for memorial plaque	£96.00
02.10.25	CCLA	Interest on CCLA account	£248.11
03.10.25	Co-Operative Bank	Interest on savings account prior to moving	£294.77