



CATSFIELD PARISH COUNCIL

**Minutes of Catsfield Parish Council Meeting held on Thursday 18th June 2026
at 19:00 in Hermon Cottage, Church Road, Catsfield, TN33 9DP**

CLRs in attendance: Cllr Keith Robertson (Chair), Cllr Des Christian (Vice Chair),
Cllr Sarah Jacques and Cllr Sharon Harris.

Also in attendance: Mrs Vicki Rutt (Clerk) and Cllr Nicola McLaren (RDC).

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

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	PARISH COUNCIL MEETING MINUTES
1.	To receive apologies for absence Apologies were received and accepted from Cllr Wilson.
2.	To approve the minutes of the Parish Council meeting held on the 21st May 2026 RESOLVED: The minutes were approved and signed.
3.	To receive declarations of interest on agenda items None.
4.	Public Questions None.
5.	To receive reports from County Cllr Kathryn Field (ESCC) & District Cllr Nicola McLaren (RDC) ESCC – Cllr McLaren’s reported on behalf of Cllr Field. She reported that Cllr Field has submitted 3 questions to the next Full council. 1. When will the EV contract be signed? 2. Will there be a meeting with Balfour Beatty to discuss potholes? 3. How can the relationship with Highways and Parish Clerks be improved? The written response that Cllr Field receives will be shared in due course. Cllr Field has also requested that the system of booking the tip is removed as it has seen an increase in fly tipping since implemented. RDC –Cllr McLaren reported that no meetings have been held since last PC meeting. There is new funding for age friendly projects, deadline is 31st July. It is a grant programme designed to support local organisations to bring people together of different ages through shared activities. The Local Plan consultation responses are being analysed and summarised. The aim is to bring it to Full Council in September 2026. Cllr McLaren is trying to find out when the new NPPF rules will apply.
6.	Planning and Enforcement
6.1	RR/2026/0431/HOU for THE OLD RECTORY, Church Road, Catsfield, Battle, East Sussex, TN33 9BG Replacement of old wooden five bar gate (removed) with new wooden 3.8m wide driveway gates. <i>PC commented: No objections.</i>
7.	Clerks & Admin Matters
7.1	To receive and consider the Clerk’s action log The Clerk updated the action log with all outstanding actions and provided status updates.
8.	Finance, Audit and Legal
8.1	To approve the payments list to 18th June 2026 RESOLVED: The payments to 18 th June 2026 were reviewed and approved as shown in Appendix A . They were signed and online payments approved by Cllr Robertson.
8.2	To receive and approve the bank statement, reconciliation, balance sheet and Income v Expenditure report to 31st May 2026 RESOLVED: The bank statement, reconciliations, balance sheet and IvE report to 31 st May 2026 was reviewed and approved.
9.	Recreation Ground (Playing Field, Playground and Community Pavilion)
9.1	To receive the summary of recreation ground inspections through May 2026 Cllr Harris submitted her full report to the Clerk. It was raised to see if volunteers could be raised to clear the car park surface. Action 1. It was approved Clerk could install code padlock for the large gate into play area and share code with grass contractors, to prevent the gate being left open and dogs accessing ty area. Action 2.

9.2	To review and approve the draft application for a grant for the Pavilion, prior to submission The draft application was review and approved by all. Clerk will submit tomorrow. Action 3. Huge thanks to Cllr Wilson for all her hard work on this project thus far.
10.	Community Engagement
10.1	To discuss the draft Parish Priority Statement The Clerk reported that the draft statement is available on Sharepoint for Cllrs to make comment. It was agreed that it will continue to be looked at and approved for finalisation at the July 2026 PC meeting. Action 4. On a different point, Cllr Harris updated that she attended a recent Village Hall Committee and they have now appointed a new treasurer and 2 new members to the committee.
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 further update at this time. We await design scheme from East Sussex Highways.
12.	Open Spaces Nothing to report this month.
13.	Items for referral to next agenda / reports / future agenda items / correspondence. - History Group attending. - Finalise Parish Priority Statement

Meeting ended at 19:40

The next Parish Council meeting is Thursday 16th July 2026 at 19:00.

Signed:

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Chairman

Appendix A

Finance report for 18th June 2026 PC meeting

Payments by Debit Card <i>paid</i> pending authorisation			
Payment Date	Payee	Payment Details	Amount
10.06.26	Amazon UK	Litter picker for Cllr Harris	£14.98
10.06.26	Mutts Butts	Dog waste bags	£165.70
15.06.26	Amazon UK	Key organiser tags	£17.44
Payments by Bank Transfer <i>paid</i> pending authorisation			
Payment Date	Payee	Payment Details	Amount
None			
Payments by Bank Transfer pending authorisation			
Payment Date	Payee	Payment Details	Amount
18.06.26	Vicki Rutt	Salary June 2026	£1,092.53
18.06.26	HMRC	Tax and NI for June 2026	£474.94
18.06.26	Satswana	Annual DPO renewal	£180.00
18.06.26	Victoria Robertson	Pavilion cleaning	£50.00
18.06.26	Aspen AC & Renewables	Catsfield air con installation	£14,310.00
18.06.26	Catsfield Village Hall	Annual charge for use	£310.00
18.06.26	Vicki Rutt	Q1 mileage 2026/27	£111.10
18.06.26	1066 Fire and Safety Ltd	Annual alarm system	£156.00
18.06.26	Uniserve	IT for June 2026	£47.64
18.06.26	Uniserve	Annual hosting for website and email	£273.27
18.06.26	John O'Connor	Grass cutting for May 2026	£315.95
Payments by direct debit for authorisation			
Date	Payee	Payment Details	Amount
27.05.26	NEST	Pension May 2026	£100.87
27.05.26	O2	Clerk phone May 2026	£36.00
28.05.26	J M Waste	Bins May 2026	£101.32
29.05.26	N Power	Streetlights	£28.40
01.06.26	Rother District Council	Car park charge	£52.00
Acknowledge receipt of monies			
02.06.26	CCLA	CCLA interest	£241.77