

HURST GREEN PARISH COUNCIL

Minutes of the meeting held in Hurst Green Village Hall on Friday 9th March 2018 (*meeting postponed from 27th February 2018 due to inclement weather*) starting at 8:00pm.

Present:- Councillor Browne (Chair), Councillor Brown, Councillor Duddridge, Councillor Janes and Councillor Johnson.

The Clerk and the RFO, David Hilbourne were in attendance. No public attended.

1.0 Apologies for Absence:- Councillor Wright (*Comedy Capers in main hall, will attend for agenda item 5.1*), District Councillor Prochak (*attending another meeting*), and County Councillor Barnes (*reason unknown*).

The Chairman announced that he has received with sadness, the resignation of Councillor Peacock. Rother District Council has been informed with all relevant notices of the vacancy now being displayed.

2.0 Minutes of the last meeting:-

To sign as a correct record the minutes of the meeting held on the 30th January 2018.

Minutes proposed by Councillor Janes and seconded by Councillor Johnson.

3.0 DECLARATION OF INTERESTS, *in accordance with the Members' Code of Conduct: to receive any disclosure by Members of personal interests in matters on the agenda, the nature of any interest and whether the member regards the interest as prejudicial under the terms of the Code of Conduct*

None received.

3.1 APPLICATIONS FOR DISPENSATION – *to consider written requests from Members for dispensation and to consider the length of time the dispensation should be granted for i.e. as a one-off relating to a matter on this agenda, or ongoing for a set period and relating to any agenda within that period.*

None received.

4.0 Applications for filling the Council vacancy via co-opting.

No applications rec'd but Councillors are aware of two residents who have expressed an interest in this. Expressions of interest to be requested.

5.0 Community Activities and reports: -

Councillor Wright joined the meeting for this agenda item.

5.1 Neighbourhood Plan, progress report and to pass any necessary resolutions (Cllr. Janes)

Report given by Councillor Janes. Two very successful public meeting with over 100 residents attending. Draft Terms of Reference have been drawn up which **the Council unanimously recommended for consideration by the Neighbourhood Plan Steering Committee when formed.**

Councillor Wright left the meeting.

5.2 Parish Magazine

Councillor Browne reported that two residents were interested in taking this forward with a date for the first meeting set for the 5th April.

Councillor Browne declared an interest in the agenda item below due to family connection.

5.3 To consider sites and dedication for the spare bench

Consideration was given to dedicating the spare bench to the memory of Joe Jenner who was very involved in the community. **It was unanimously resolved to dedicate the bench to Joe Jenner with the installation and memorial plaque costs being met by the family and to site the bench in Drewetts Field.**

5.4 Clerk's report

The Clerk gave her report.

5.5 To consider the request to ask Rother District Council to move the Red telephone box from the A21 to the Village Hall

The Council supported the relocation of the telephone box from the A21 to the Village Hall and Councillor Browne will speak to Richard Wilson at Rother to get his approval.

6.0 **Planning:** -

Enforcement notice received for **Bantham Farm, London Road**, re failure to comply with conditions and operation development and material change of use.

Appeals (4) relating to the land and building at **Hays Mill Oast** (Swimming Pool Building), Hurst Green, Etchingham, East Sussex, TN19 7QJ have been **dismissed**.

6.1 RDC Planning decisions

RR/2018/83/P - York Cottage, Station Road, Hurst Green TN19 7PQ. Single storey rear extension to partially replace existing conservatory. **Granted**.

RR/2018/286/P - Hornbeam Cottage, Bugsell Mill Lane, Hurst Green TN19 7QJ. Proposed single storey side and two storey rear extensions and alterations. **Granted**.

6.2 Current Applications

RR/2018/408/P - 52 London Road, Pidgeon House, Hurst Green TN19 7PN Removal of condition 4 imposed on RR/2005/1452/P to allow annexe to be used as a holiday let. (Retrospective). **Not supported** due to access and parking being unsuitable for change of use.

7.0 **Finance/RFO's Report:-**

The RFO, David Hilbourne gave his report.

The RFO, David Hilbourne reported that Councillors Johnson and Brown had drawn up a draft constitution for the Breakfast Club which with some suggested changes he now approved of.

7.1 Current financial position

Balance of accounts

Community Account (6752)	£8,844.30	as at 25 th Feb 2018
Community Savings (6779)	£2,062.88	as at 25 th Feb 2018
Renewals A/C (6760)	£10,079.02	as at 25 th Feb 2018

These figures are the position as at the latest statements received as shown. They do not include monies received or paid away subsequently.

Direct Debit payments

16th Feb – Public Works Loan Board, parish loan repayment. £2,012.75

Payments received

None.

7.2 Motion to approve invoices and approval and issue of Cheques

Urgent cheques drawn and paid away

Cheque No. 100871 - Kompan, to replace cheque 100867 which did not include the VAT of £437.55 £2525.32

Cheques to be authorised for this meeting

Copies of invoices re items below previously circulated via email to all Councillors.

Cheque No. 100872 - J Ellis, Clerk's Salary (Feb).	£539.93
Cheque No. 100873 - D Hilbourne, RFOs salary Feb).	£139.12
Cheque No. 100874 - East Sussex Pension Scheme, re Clerk (Feb).	£158.40
Cheque No. 100875 - Pet Waste Solutions, clearance of dog bin (3) waste for February.	£101.40
Cheque No. 100876 - DMH Solutions, Risk assessment software.	£70.80
Cheque No. 100877 - Hurst Green Shop, Breakfast Club meals (Jan).	£75.00
Cheque No. 100878 - Hurst Green Shop, Breakfast Club meals (Feb).	£90.00

Cheque No. 100879 - Staples, stationery for Neighbourhood Plan group.	£50.93
Cheque No. 100880 - East Sussex Pension Scheme, re Clerk (Nov 2017). *	£158.40

*replacement for cheque lost by ESCC

A resolution for approval is sought for present and past invoices (*as circulated via email prior to the meeting to all Councillors*) and issue of Cheques.

Approval of Invoices and Cheques proposed by Councillor Duddridge and seconded by Councillor Janes.

7.3 Asset register

The RFO, David Hilbourne, requested approval for the prepared asset register which was circulated to Councillors. Some queries re absent items and discussion on what was or was not an asset.

The Council unanimously resolved to approve the register with the proviso that more work needs to be done on what constitutes an asset and add other items as necessary (*Lych Gate war memorial, streetlights, benches and Shop Lease*).

7.4 To consider an application for a donation from Hands of Hope Charity (HoH)

The Council unanimously resolved not to support this. At the £5,000 requested it was felt that this was far too much for a small parish and had not been precepted for.

8.0 **Parish Council policies - to receive a report from Councillor Brown and to consider the proposed draft training and development policy and recommendation.**

The prepared report had been emailed to Councillors prior to the meeting but not all councillors had read the document. The Chair suggested it should be put on the next agenda.

8.1 Parish Council policies - to consider the adoption of three documents to comply with GDPR

The Clerk had emailed these out to Councillors before the meeting but had no hard copies so it was therefore decided to postpone this item to the next agenda as not all councillors had read the documents.

8.2 Formation of Sub committees for Hurst Green Parish Council

The RFO David Hilbourne, asked Councillors to consider more use of sub committees and working parties in order to complete the incoming workload more efficiently. Other Councils used them to good effect.

9.0 **Playing & Stage Fields**

9.1 Signage and notice boards for the parishes playing fields and any resolutions to support purchase and installation as deemed necessary (Working party)

The Chair proposed that due to Councillor Peacock's resignation a new working party consisting of Councillors Duddridge, Johnson and Brown join him to look into this project. First meeting set for the 22nd March at 7.30pm in the Hall.

9.2 Upkeep and maintenance of Corner Garden and Parish controlled playing fields and public spaces

The Chair reported that local resident, Richard Pelham was happy to take on Corner Garden at the same cost as previously paid to Robin Cruse, £380.

The Council unanimously resolved to accept this offer.

10.0 **Footpaths, Transport & Roads**

Due to budgetary cuts East Sussex County Council is reducing its rural verge cuts from six to two and has asked parishes to select from the two options below if they wish to maintain the other cuts.

10.1 To consider verge grass cutting options proposed by East Sussex County Council

a) *A financial contribution to your parish council equivalent to the value of two urban grass cuts based on current ESCC contract rates which will be in the region of £180 per annum. This can be provided to the community as a basis to commission and employ your own grass cutting services using a local contractor*

b) For your parish to pay for additional urban grass cuts over the two cuts per season provided by the County Council. To maintain the current standard of six cuts this would cost Hurst Green Parish Council in the region of £360 per annum.

It was **unanimously resolved to leave the cuts to the two East Sussex would provide** and monitor the situation for the next year and precept accordingly.

10.2 Update on Road Safety Improvements at Coopers Corner

Councillor Brown gave his report and reported that East Sussex Highways have agreed another 'Give Way' sign at this junction.

10.3 Community Speedwatch Initiative

Report given by Councillor Brown.

Looking for more volunteers in order to reactivate the scheme in the village.

11.00 Notices and Correspondence:-

Correspondence previously circulated via email.

11.1 Urgent issues requiring attention

i) *To set date for Annual Parish Assembly*

Date set for Friday 20th April in the Village Hall at 8.00pm. Set a budget of £250 for refreshments

ii) *To consider the adoption of the Street Light at the top of Burgh Hill, opposite Southview*

Apparently unallocated streetlight was reported damaged by a resident and made safe by East Sussex. East Sussex asked if the council wished to adopt it?

The Council **unanimously resolved not to adopt the light.**

11.2 Councillors questions

None received.

12.00 Items for the next agenda:-

Neighbourhood Plan

Other items to be emailed to Clerk as necessary.

13.0 Date and time of next Meeting:-

The next meeting is on Tuesday 27th March 2018 in Hurst Green Village Hall starting at 8.00pm with public consultation from 7.30pm.

The Chairman declared the meeting closed at 10.30pm.

Distribution of Minutes: -

All Parish councillors.

Parish Council Noticeboard.

ESCC Councillor J. Barnes.

RDC Councillor S. Prochak.

Signed

Chairman

Dated