



## Public Session.

There were no questions for the Parish Council. Newly appointed District Cllr David Watson introduced himself and provided some background information highlighting his experience of being a Cllr and for a 2 years being Mayor to Polegate Town Council. Members of the public congratulated Cllr Watson.

Members of the public posed various questions relating to:

- Housing Numbers,
- The status of the Local Plan
- Infrastructure
- The Boship roundabout

Cllr Watson duly answered all queries, he also informed those attending that he is unlikely to hold a cabinet position and it is likely that he will replace the areas that former Cllr. Barby Dashwood Morris filled, although this is not definite.

**MINUTES** of the Parish Council Meeting held on 24th July 2017 in East Hoathly Village Hall

**PRESENT:** Cllr David Vaughan, - Chairman, Cllr Susan Cole, Cllr John Deane, Cllr Diane Knill, Cllr Chris Magness, and Cllr Marion Wilson.

**Also in attendance:** Karen Crowhurst – Locum Clerk  
Cllr Ann Newton – Wealden District Council

Members of the public – 5

## ITEM NO

## MINUTES

### 1. APOLOGIES FOR ABSENCE

1.1 Apologies were received from Cllr Albuquerque, Cllr Richie, Cllr Pope and Verne Heath RFO. ESCC Cllr Nick Bennett also tendered his apologies.

### 2. REPORTS FROM COUNTY COUNCILLOR NICK BENNETT AND DISTRICT COUNCILLOR ANN NEWTON

2.1 Cllr Ann Newton advised that she has nothing to report and this will be her last meeting as Ward Member.

### 3. TO ACCEPT THE MINUTES OF THE MEETING HELD ON 26<sup>TH</sup> JUNE 2017

3.1 It was **resolved** to accept the minutes of the meeting held on 26th June 2017 as a true and accurate record of the meeting. This was proposed by Cllr Cole and seconded by Cllr Knill.

4. **DECLARATIONS OF INTEREST AND GRANTING OF DISPENSATIONS**– Councillors to give notice of declarations of personal, prejudicial and pecuniary interests in respect of items on this agenda

4.1 There were no declarations of interests.

5. **ACTION POINTS** - To receive updates or agree any further actions

5.1 a) Provision of bus shelters

5.2 Cllr Vaughan apprised Members that he has received correspondence from ESCC, who have agreed that the Council may proceed with repair/replacement of the bus shelter outside The Forge, Halland. Members were in agreement that the work required should be undertaken after costs have been obtained for the groundwork required. **Action - The Clerk**

5.3 b) Bank signatories – Progress to date

5.4 The Clerk reported that everything is now in place with regard to this matter, and the action is now complete.

5.5 c) Replacement tree in High Street

5.6 This was discussed briefly. Cllr Cole offered to investigate this further. Members accepted the offer. **Action - Cllr Cole.**

6. **FINANCE**

6.1 a) Orders for payment 1<sup>st</sup> April – 30<sup>th</sup> June 2017

6.2 It was **resolved** to accept the payments list presented. The list was then signed by Cllr Vaughan.

6.3 b) Receipts 1<sup>st</sup> April – 1<sup>st</sup> May June 2017

6.4 It was **resolved** to accept the receipts list presented. The list was then signed by Cllr Vaughan.

6.5 c) Bank reconciliation

6.6 It was **resolved** to accept the bank reconciliation and statement presented. These were then signed by Cllr Vaughan.

6.7 d) Any other financial matters

6.8 There were no other financial matters for consideration.

6.9 **Papers of the above were all previously circulated Payments and receipts are recorded on separate pages.**

7. **TO APPROVE THE BUDGET FOR 2017-18**

7.1 a) To approve the budget previously considered and scrutinised at the Finance and General Purposes meeting held on 17th July 2017

7.2 Members considered the budget presented which was agreed by the Finance and General Purposes Committee in November but not ratified. It was **resolved** to accept the budget for the administration year 2017 - 2018.

7.3 b) To agree statement of reserves budget previously considered and scrutinised at the Finance and General Purposes meeting held on 17th July 2017

7.4 The Clerk informed Members that the statement of reserves was up to 31st March 2017 and in order to appease the auditor this needs to be considered. The Clerk drew attention to the usual reserves required being half of the precept or 3 - 6 months running costs as advised by the auditor. The existing ear-marked reserves totalling £19,500, also need to be factored in. The Clerk also drew attention to the high unexpected expenditure which will now have to come out of general reserves, thus leading to the low reserve status

highlighted in the auditor's report.

- 7.5 The Clerk strongly advised that the mandatory reserves need to be agreed for various reasons, especially if there was emergency work required on current assets. The Play Equipment renewal was discussed, as it is not factored into the budget it was agreed to look into this at a later date.
- 7.6 Two proposals came to the table. One was not to hold any reserves; the other was to hold reserves for a quarter of the precept and work towards holding half in the next financial year. After a vote by a show of hands it was **resolved** to hold a quarter of the precept in order to put the Council in a stronger position. 5 members were for this and one was against. it was then **resolved** to ratify the statement of the reserves. Members recognised that the reserves at 31st March 2017 were low.
- 7.7 c) To accept the ear- marked reserves outlined in the statement of reserves
- 7.8 It was **resolved** to accept the amount of ear-marked reserves totalling £19,500. The Parish Woodland hold £17,000 and £2,500 to be held for the Neighbourhood Plan . Both projects are currently being worked upon.

## 8. **CORRESPONDENCE – FOR NOTING OR ACTION**

- 8.1 a) To consider any other correspondence for noting or received action after this agenda has been
- 8.2 Correspondence requesting use of the Memorial Sports Ground for a party to celebrate the end of exams was considered. This was discussed in depth and detail. The pros and cons were measured as well as risks. Members came to the agreement to write back to the young lady making the request and suggest that she hold an event in the Pavilion and source the Clerk with the appropriate insurance.
- 8.3 It was **resolved** to accept the payments list presented. The list was then signed by Cllr Vaughan as Chairman.  
**Action - The Clerk.**
- 8.4 Orders were suspended at 7.44pm to seek advice from Ann Newton with regard to insurance. Orders were reinstated at 7.45pm.
- 8.5 It was further agreed that the use of the Pavilion be considered by the Finance and General Purposes Committee as well as the amount of deposit required and events insurance.
- 8.6 Cllr Vaughan reported he has received correspondence about Halland Speed Watch, which is now up and running.

## 9. **GENERAL PURPOSES**

- 9.1 a) New Parish and Community Notice boards
- 9.2 It was agreed to defer this and consider this as part of the budget for the next administration year.
- 9.3 b) Planting of bulbs and flowers in the Parish and agree to obtain licence if on ESCC Highways
- 9.4 After some discussion it was agreed not to plant bulbs in planters. Cllr Magness informed Members of the locations of previous bulb planting. It was agreed to purchase 300-500 bulbs and for Cllr Cole to look into sites.
- 9.5 c) Replacement tree in East Hoathly High Street
- 9.6 This was discussed at item 5.5.
- 9.7 d) To provide free of charge a room in the Pavilion for the Garden Plots Committee to meet
- 9.8 The Clerk reported that the Committee would like to meet very soon and needed a venue. It was agreed that

the Garden Plots Committee could meet in the Pavilion free of charge as it is working on behalf of the Council.

10. **FREQUENCY OF MEETINGS** – to discuss and agree frequency of meetings in light of decision made in January to hold Parish Council and Planning meetings on a monthly basis.
- 10.1 It was **resolved** in order to meet with the workload of the Council for the Council to meet on a monthly basis with the exception of August and December. It was further **resolved** that if required Planning meetings be held prior to Council meetings and for planning applications which are non contentious to continue to be considered by email.
11. **COMMITTEE OF THE WAR MEMORIAL SPORTS GROUND TRUST (whole PC Acting as Trustee).**
- 11.1 a) Planning permission requirement for zip wires
- 11.2 It was agreed to defer this item for reasons mentioned above.
- 11.3 b) Erection of new fencing – Quotations to source or have been sourced.
- 11.4 It was agreed to include this item in the budget for 2018 - 19.
- 11.5 c) Additional dog bin
- 11.6 Due to the costs of having additional dog bins, it was agreed not to proceed at this stage.
- 11.7 d) Drainage matters
- 11.8 Cllr Magness informed Members about this item and advised that this matter has now been addressed.
12. **PARISH WOODLAND WORKING GROUP**
- 12.1 a) Terms of reference for approval and adoption - Previously circulated
- 12.2 It was **resolved** after some suggested amendments to approve and adopt the Terms of Reference for the Parish Woodland Working Group.
- 12.3 b) To agree to any items requiring Parish Council approval arising from a written report highlighting recommendations for consideration from Cllr Deane
- 12.4 Cllr Deane reported on his findings with regard to tree preservation orders. Cllr Deane advised after speaking to a Senior Planning consultant that if a tree preservation order is placed on a tree by the District Council, it will not hold up any or stop any development.
- 12.5 Cllr Deane informed Members that he has not yet heard back from the Director of Plumpton College, as he is currently on leave. Cllr Deane reported that he has requested a meeting on a few occasions; however, as yet this has not happened. Cllr Deane advised that he has requested an update which has not been responded to.
- 12.6 Cllr Deane reported that the matter of the 2 trees requiring removal is in hand and he is currently in correspondence with the District Council's Tree Officer. The Tree Officer has requested pictures of the trees or to hold a site visit in order to assist with his decision to proceed. Cllr Deane further reported that previous access used when carrying out work has been declined. Cllr Deane recommended that access via the Ash Road through the allotments may be a way forward.
13. **NEIGHBOURHOOD PLAN** - to receive an update and agree any actions
- 13.1 Cllr Knill advised of the current position of the Neighbourhood Plan and how it is proceeding. Cllr Knill informed Members that a consultation does not need to be carried out now when a request to designate an area, town or parish is submitted. Cllr Knill further reported that a copy of the letter is available on the Parish

Council website and notice boards. Part of Cllr Knill report pertained to registering 3 public houses as Assets of Community value and interest is still a work in progress.

13.2 Cllr Knill informed Members that Working Parties have been created out of the Steering Group. Each Working Party has been allocated specific duties and is currently looking at Strategic Policies.

13.3 Cllr Knill reported that the grant application has been submitted and she and Cllr Pope had worked extremely hard on a very onerous form. Now it is a case of awaiting decision.

14. **CONFIDENTIAL ITEMS - exclusion of the press and public**

14.1 ***All members of the public present left the meeting.***

14.2 a) Play equipment quotations

14.3 This item was deferred.

14.4 b) Clerk Contract and pay scale

14.5 The Clerk left the meeting. When the Clerk was invited back into the meeting, Members ratified the Clerk's contract and salary as recommended by the Finance and General Purposes Committee.

14.6 c) Grounds Manager Contract

14.7 After a short discussion Members were satisfied that the Grounds Manager is an employee and will only need in future to raise invoices for consumables and submit an overtime sheet if he has to carry out further duties.

15. **WRITTEN REPORTS FROM REPRESENTATIVES** – To note and receive written reports

15.1 There were no reports from representatives.

16. **TO RECEIVE WRITTEN REPORTS FROM COUNCIL MEMBERS FOR NOTING**

16.1 There were no written reports for noting.

17. **ITEMS FOR REFERRAL TO NEXT AGENDA OR APPROPRIATE COMMITTEE**

- 17.1 1) Pavilion charges and deposit  
2) Position of hirers needing their own insurance.

There being no further business, the meeting closed at 8.27pm.

**The date of the next meeting is scheduled for Monday 25<sup>th</sup> September to be held in the Village Hall, Church Marks Lane, East Hoathly.** The public and the press are cordially invited to attend