**THE MINUTES OF A MEETING OF WADHURST PARISH COUNCIL HELD AT**

THE PAVILION, SPARROWS GREEN RECREATION GROUND

ON THURSDAY 10 MAY 2018 AT 7.30PM

Present: Cllrs. Bishop, Buckle, Dunnett (Vice Chair), Gadd, Harvest, Kent, Moore, Morris, Murphy (in part), Standley, Wells (Chair) and Wynne

Also in attendance: Amanda Barlow (clerk) and Fiona Hensher (rfo) and 2 members of the public

1. Annual General Meeting

1.1 To elect a Chair.

***Members resolved to elect Cllr Wells as chair*.**

*Following his election Cllr Wells on behalf of the Members thanked Cllr Harvest for her outstanding Chairmanship of the Parish Council for the past 3 years*.

1.2 To elect a Vice-Chair.

***Members resolved to elect Cllr Dunnett as vice-chair***

1.3 To elect Committee Members.

***Resolved as per appendix A. Members resolved that the Recreation Ground Management Committee should remain at 3 Members and meet before the Full Council meeting.***

1.4 To elect Committees Chairs.

***Resolved as per appendix A.***

1.5 To elect Council Representatives.

***Resolved as per appendix A.***

1. To receive apologies and reasons for absence.

*Apologies received, and reasons accepted, from Cllr Giblin and Meredeen*

1. To receive declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda and updates to members’ register of interests.

*Cllr Standley declared a personal interest in Agenda Item 6.8.6.*

1. Public Forum – time limit 15 minutes.

*A representative from Wadhurst Warriors attended the meeting and advised that they will be taking over the Christmas lights for this year. He asked if there would be grant available from the Council. Members advised that a grant application would need to be submitted to the Community Committee and the Clerk suggested he contact her for more information.*

1. To approve the minutes of the meeting 12 April 2018 as a true record.

***Members resolved to approve the minutes of the meeting 12 April 2018 as being a true record.***

1. To determine matters arising from the previous minutes for updating and noting.

*5.6.7.4 Internet Banking – The RFO advised that today is the switch over day and internet banking should be working by Monday.*

*8.2 Annual Parish meeting on Agenda 10.5.*

*8.3 Confidential items on Agenda 8.7.*

*8.5 High Street Sustainability – Cllr Morris had circulated a paper which was noted. Members discussed issues over a pop up shop and advertising to the businesses and other residents.*

*8.6 Wadhurst Recycling Centre - Cllr Dunnett had circulated a paper which was noted.*

*8.7 Dark Skies – Cllr Moore advised that the invoice has been paid and the project is now going forward.*

*8.8 High Street Pedestrian Improvement Scheme – revised draft plans will be displayed at Annual Parish Meeting.*

*8.9 Triangles are on the Agenda 8.4.*

*8.10 The Emergency Plan is on the website.*

*8.11 Jardin – David Weeks has sprayed the flower meadow and it should be planted this week. Barty Meredith-Hardy has been appointed to do the rest of the work other than the tree surgery work. A tree surgeon has been appointed to deal with the outstanding issues.*

*8.12 Disabled Access to Pavilion is on Agenda.*

*8.13 Documents from the bank safe are now stored in secure box at the Pavilion.*

1. Chairman’s Announcements & Correspondence for noting.

*None.*

1. Items for decision and allocation of resources, if necessary.

8.1 Annual Return 2017/18

 8.1.1 To approve Annual Governance Statements for 2017/18

***Members resolved to approve the Annual Governance Statements for 2017/18.***

 8.1.2 To approve Accounting Statements for 2017/18

 ***Members resolved to approve the Accounting Statements for 2017/18.***

8.2 To discuss and agree the next actions, if appropriate, with regard to the Neighbourhood Plan

*Cllr Morris had circulated an update regarding the Neighbourhood Plan Steering Group’s plans for the Annual Parish Meeting.* ***Members resolved that the Chair of the Neighbourhood Plan Steering Group could make an expenditure of up to £2,000 for sundry items without prior approval of the Full Council meeting.***

8.3 To discuss and agree next actions, if appropriate, with regard to a feasibility survey at Wadhurst Station

*Cllr Murphy arrived at the meeting.*

***Members resolved that two speed surveys should be commissioned at a cost of £700. (Action: Clerk)***

 8.4 To discuss and agree the next actions, if appropriate, with regard to the grass triangles

*Cllr Murphy advised that the cost of kerbing two triangles was £22,862 plus VAT and that an application for £10,000 funding has been made to the Lund Fund. It was agreed that further investigations should be made as to getting other costings.*

8.5 To discuss and agree, if appropriate, instructing East Sussex Highways to carry out Street Lighting Structural Testing in Wadhurst

***Members resolved that the structural testing of 35 columns should be undertaken at a cost of £350 and an administration cost of £60 plus VAT. (Action: RFO).***

8.6 To discuss and agree, if appropriate, the next actions with regard to disability access at the Pavilion

*The Clerk advised that she is seeking further quotations as the first quotation was considered excessive.* ***(Action: Clerk).***

8.7 To discuss the matter of confidential items on the Agenda

*The Members noted the Clerk’s paper regarding the right of admission of the public and press and to be aware of future confidential items.*

8.8 To discuss compliance with items 35 (a) and 35 (c) in the Standing Orders

***Members resolved that the Standing Order should be amended as presented. It was agreed that the minutes of all meetings would be placed on the website within 7 days of the meeting.***

8.9 To agree the Full Council and Committee meeting dates for the next year

***Members resolved to agree the dates for the Full Council and Planning Committee meetings as presented at Appendix B and the Clerk would agree the Committee Meeting dates with the Members of each Committee.***

8.10 To adopt minutes of the meetings of the Planning Committee held on 21 April 2018 (not yet approved).

***Members resolved to adopt the Planning minutes 21 April (not yet approved) 2018***

8.11 To approve/note items payable and paid.

***Members resolved to approve/note the items payable and paid as at Appendix C.***

1. Items for report.

9.1 Reports from committees/working parties/representatives etc.

9.1.1 County report – May 2018

*Noted. Cllr Standley advised about the issue over the Community Wardens being empowered to issue parking tickets.*

9.1.2 District report – May 2018

*Noted.*

9.2 Appointment of Village Maintenance Contract

*Noted.* ***It was agreed that the Clerk should take further advice on this contract. (Action: Clerk)***

1. Items for noting

10.1 To note spend, to date, against budget for 2016/17.

*Noted.*

10.2 To note minutes (not yet approved) of Environment, Highways and Transport Committee meeting on 5 April 2018

*Noted.*

10.3 To note minutes (not yet approved) of Community Committee meeting on 5 April 2018

*Noted.*

10.4 To note minutes (not yet approved) of Recreation Ground Management Committee meeting on 5 April 2018

*Noted.*

10.5 To note actions for the Annual Parish Meeting

*Noted.*

1. To agree details of items of interest for FOCUS and forwarding to *‘The Courier’*.

*It was agreed to include the new Chair, Vice Chair and welcome to Cllr Buckle. Congratulations to Cllr Dunnett on the efforts of the Wadhurst Recycling Centre. Signpost residents to the website for information on the Parish Council such as documents, dates of meetings and the Neighbourhood Plan meeting.*

1. Urgent issues at the discretion of the Chair for noting or inclusion on future agenda

*None.*

There being no further business the meeting closed at 21.15

***Appendix A***

Chair: Cllr Wells

Deputy: Cllr Dunnett

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|

|  |  |
| --- | --- |
| Environment, Highways and TransportAnthony Dunnett (Chair)Roy BullockChris WynneNiamh MurphyLynda Moore Sue BishopChris MorrisFelicity HarvestAlan Buckle | PlanningRoy Bullock (Chair)Mike KentChris WynneBob StandleyNiamh MurphyPeter Giblin(Vacancy)Subs:Serena GaddChris Morris (Vacancy) |
| CommunityChris Morris Bruce MeredeenSerena GaddLynda MooreSue BishopFelicity Harvest (Chair)Alan BucklePeter Giblin | Finance and Resources(Chair) (Chair of Parish Council) (Vice Chair) (Chair Planning) (Chair Community) ~~(~~Chair EHT) (Chair RGMT) (Communications Member)  |
| Recreation Ground Management CtteMike KentBob Standley (chair)Serena Gadd (5 Vacancies) | Communications Lead MemberBruce Meredeen |

 |

**Current representatives:-**

|  |  |
| --- | --- |
| Bewl Water Monitoring group (with Lamberhurst and Ticehurst PC’s)  | Chris Wynne |
| Uplands Community College Governors Sub-Committee (Community Services) | Sue Bishop |
| Wadhurst History Society Trustee | vacancy |
| Wadhurst Institute, Hall and Field Trust Development Steering Committee | Felicity Harvest, Graham Wells, Anthony Dunnett |
| Wadhurst Institute, Hall & Field CIO Charity Trustee | Serena Gadd |
| Police Liaison | Graham Wells |
| Wealden District Association of Local Councils | Chris Wynne |
| Wealden District Council Parish Planning Panel | Roy Bullock |
| Community Transport | Chris Wynne |
|  |
| **Neighbourhood Plan Steering Group**Chris Morris, Lynda Moore – Parish Council NomineesFelicity Harvest, Sue Bishop, Jonathon Bishop, Malcolm Ramsden, David Connoley, Matty Ford, Briony Russell, Alan Buckle and Paul Hanley |

***Appendix B***

**Full Council - Sparrows Green Pavilion at 19.30**

**June 14**

**July 12**

**September 13**

**October 11**

**November 8**

**December 13**

**January 10**

**February 14
March 14**

**April 11**

**May 9**

**Finance & Resources – Sparrows Green Pavilion at 19.30**

July 5

November 1

February 7

**Environment, Highways & Transport – Carillon Cottage at 19:30**

May 24

October 25

January 24

March 28

**Community - Sparrows Green Pavilion at 18:00**

June 21

November 22

February 28

April 25

**Recreation Ground Management – Sparrows Green Pavilion at 20:00**

June 21

November 22

February 28

April 25

**Planning – Carillon Cottage – Saturdays at 09.30**

May 12, 26

June 9, 23

July 7, 21

August 4, 18

September 1, 15, 29

October 13, 27

November 10, 24

December 8, 22

January 5, 19

February 2, 16

March 2, 16, 30

April 13, 27

May 11, 25

**Tuesday 14 May 2019 at 19:00**

**Annual Parish (Village) meeting - Commemoration Hall**

**Appendix C**

April Cheques

1. Cheque no. 4643- Becon Link ESCC-£2809.60

2. Cheque no.4644 – street lights ESCC -£13366.64

3. Cheque no.4645 - City Escapes £121.19

4. Cheque no. 4650 -- Clerks Salary £1253.32

5. Cheque no. 4651 - Caretaker Salary £605.04

6. Cheque no. 4652 RFO Salary £509.18

7. Cheque no. 4653- Mr S Goacher Payroll £452.38

8. Cheque no.4654 – S.R services Toilets £589.00

9. Cheque no. 4655 – Euro Plants £58.58

10. Cheque no. 4656 – B & W Electrical Contractors £324.50

11. Cheque no. 4657 – Graham Thorpe building supplies £420.00

12. Cheque no. 4658 – Mr b Meredeen Key cutting £12.70

13. Cheque no. 4659 – Mrs A Barlow clerks expenses £368.76

14. Cheque no. 4660 – Mrs F Hensher RFO Expenses £173.47

15. Cheque no 4661 – Corex Wadhurst Ironmongers £53.68

16. Cheque no.4662 –BT £39.48

17. Cheque no.4663 – Mrs F Harvest – Expenses £9.10

18. Cheque no. 4664 – Sacred Heart Contribution zebra crossing £3720.00

19. Cheque no. 4665 – Licence for ‘jardin £50.00

20. Cheque no. 4667 – Youth Grant £5760.00

21. Cheque no. 4668 – Thorpe building contractor toilet repair £540.00

22. Cheque no.4669 – Netwise Annual website Cost £300.00

Bacs Pension £130.68

**April 13 to May 10 2018**

1. WDC - Newly published decision: Response to the Consultation on East Sussex County Council's Adult Social Care Budget
2. WDC - Newly published decision: Revised Tenant Incentive Scheme
3. Grants <grants@sussexgiving.org.uk - Sussex Lund - Spring newsletter
4. WDC - Wealden Local Plan Update - 12 April 2018
5. WDC - Minutes for Standards Committee, Monday, 5th March, 2018, 10.00 a.m.
6. WDC - Newly published plan Forward Plan: May 2018 - August 2018
7. WDC - Minutes for Planning Committee North, Thursday, 5th April, 2018, 10.00 a.m.
8. WEALDACL - Draft Minutes from the WDALC April Meeting
9. SSALC - National Rural Crime Survey 2018
10. SSALC - FW: E-Sussex Broadband Rollout Table Update
11. WDC - Minutes for Planning Committee North, Thursday, 12th April, 2018, 10.00 a.m.
12. SSALC - Action for Deafness Article
13. WDC - News from Wealden District Council
14. News from the High Weald AONB Partnership - April 2018
15. ESH - Highways Update
16. News from Nus Ghani MP
17. Temporary Road Closure - U7542 Tapsells Lane, Wadhurst – sent to all Cllrs
18. DD – Community - Invitation to Discover Gatwick 16th May 2018
19. WDC - Newly published decision: Homelessness Strategy 2018-2023
20. Re: Wealdlink Forum Meeting, Wednesday 9th May, 6pm in Groombridge – Minutes of the meeting
21. WDC - Newly published decision: Amendments to the Housing Allocations Policy
22. WDC- Agenda for Full Council, Wednesday, 16th May, 2018, 10.00 a.m.