WADHURST PARISH COUNCIL

THE MINUTES OF A MEETING OF WADHURST PARISH COUNCIL HELD AT THE PAVILION, SPARROWS GREEN RECREATION GROUND ON THURSDAY 5 DECEMBER 2019 AT 7.30PM

Present: Cllrs Anderson, Bullock, Crawford, Edwards (in part), Gadd (Chair), Griffin, C Moore. P Moore, Morris, Murphy (Vice Chair), Neill, Peaford, Smith and Tincombe
Also in attendance: Amanda Barlow (clerk), Fiona Hensher (rfo) (in part), Cllr Bob Standley (in part), and 10 members of the public (in part)

1. To receive apologies and reasons for absence.
   Apologies received and reasons accepted, from Cllr Maggs and Cllr Edwards.
2. To receive declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda and updates to members' register of interests.
   Cllr Smith and Cllr P Moore declared an interest under Agenda Item 7.10.4
3. Public Forum – time limit 15 minutes.
   Mrs Shairp made representation about Application No. WD/2019/2252/O and Members were provided with a tabled document (attached to minutes). Mr Robinson made representation regarding the grant application at Agenda 10.3. Mike Kent asked about a cheque which was sent to him from the Parish Council which the RFO advised was for the 2018/19 Members' allowance.
4. To consider, and approve if appropriate, which agenda items are sufficiently confidential as to warrant exclusion of members of the press and public under the provisions of The Public Bodies (Admission to Meetings) Act 1960
   Members resolved in the majority that Agenda Item 10.1 should be discussed in confidence. Cllr Morris abstained from the vote.
5. To receive the County and District Report
   Cllr Standley and Cllr Howell had already submitted their written reports but as the Council is in purdah due to the forthcoming General Election no decisions have been made. Cllr Standley advised that he would be meeting with Cllr P Moore and Chris Tree of East Sussex Highways to discuss further the Wadhurst High Street Pedestrian Improvement Plan.
6. To approve the minutes of the meeting 7 November 2019 as a true record.
   Members resolved to approve the minutes of the meeting 7 November 2019 as being a true record.
7. To determine matters arising from the previous minutes for updating and noting.
   10.3 Round Oak Allotments – Cllr Griffen advised that he will meet with the new owners of Round Oak House along with the Chairman of the Round Oak Allotments.
   10.4 Uplands parking – no further update.
   10.5 Maintenance Contractor – Cllr P Moore advised that East Sussex Highways have a scheme and the Environment, Highways and Transport Committee is looking at that option.
   10.6 Cllr P Moore gave an update following the SLR meeting with East Sussex Highways.
   10.7 A projector no longer required.
   10.8 School Parking issues - Cllr Gadd advised that she and the Clerk are looking at options for signs to be placed outside the school.
   10.15 Mr Page has been informed of the Parish Council's decision
8. Chair's Announcements
   The Chair thanked the Clerk and RFO for their work this year.
9. Finance items for decision and allocation of resources
   9.1 To approve/note items payable and paid.
   Members resolved to approve/note the items payable and paid as at Appendix A.
   9.2 To note spend, to date, against budget for 2019-20.
   Noted.
   9.3 To discuss recommended budget for 2020-2021
   Members resolved that the budget would be confirmed and agreed at the January 2020 meeting.

9.4 To discuss and agree the grass cutting options for 2020-21

Members resolved to go with option 2 presented by ESCC.

9.5 To discuss the Christmas Lights

The RFO advised that the cost of the lights was £10,499.40. The Wadhurst Warriors are responsible for the insurance of the lights as they put them up. The Parish Council own the lights and the RFO confirmed that the lights are covered by the Parish Council's insurance policy. The RFO advised that the £4,000 has not yet been returned to the Parish Council. Cllr Tincombe confirmed that she will talk to the shops at the end of the village which were not covered by lights. The Clerk and RFO agreed to purchase some storage boxes if required for the lights.

9.6 To note the repair cost of the fencing at the Recreation Ground

The RFO advised that the playground fence had been repaired at a cost of £300 as it was a health and safety issue.

The Chair asked Members of the public to leave the meeting.

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

10.1 To discuss and agree, if appropriate, the next actions with regard to the Neighbourhood Plan Steering Group

Cllr Edwards arrived at the meeting.

Members resolved that the Neighbourhood Plan Steering Group should make no decisions and no policies should be written and agreed over the next 12 weeks and both the Parish Council and the Steering Group should actively try and recruit new members to the focus groups.

All Members present voted for the proposal other than Cllr Morris who abstained from the vote.

10.2 To discuss and agree, if appropriate, the next actions with regard to the Community Land Trust

Members felt that the event was well attended and there was a good presentation. Several members of the public came forward and a meeting is being arranged with the consultant.

10.3 To discuss and agree, if appropriate, awarding a grant to Parents & Toddlers' group at St George's Hall

Members resolved to award the grant of £1,150 to the Parents and Toddlers' group at St George's Hall (Action: RFO).

10.4 To discuss and agree, if appropriate, the next actions with regard to the Twinning Association

Members agreed that the Cllr Gadd and Clerk should look further at the proposal and ask for a grant application form. (Action: Cllr Gadd and Clerk)

10.5 To discuss and agree, if appropriate, the next actions with regard to recording the Planning Committee meetings

Cllr Peaford stated that there have been complaints at the Planning Committee meeting and she requested that the meeting should recorded. ***Members resolved that the Planning Committee meeting should not be recorded or that a locum should be employed.***

10.6 To discuss and agree, if appropriate, the next actions with regard to audio recording of Council meetings

Cllr Morris put forward a proposal to record meetings. ***Members resolved that the Full Council meeting should not be recorded.***

10.7 To adopt the Code of Conduct

Members agreed that the Code of Conduct should be discussed at the January meeting. ***(Action: Clerk)***

10.8 To adopt the Standing Orders

Members resolved to adopt the Standing Orders as presented.

10.9 To adopt minutes of the meetings of the Planning Committee held on 16 and 30 November (not yet approved) 2019

Members resolved to adopt the minutes of the Planning Committee meeting held on 16 and 30 November 2019.

11. Items for report.

11.1 Reports from committees/working parties/representatives etc.

None.

12. Items for Noting

12.1 To note the minutes (not yet approved) of the Finance & Resources Committee Meeting held on 14 November 2019

Noted.

12.2 To note the Minutes' from the Strengthening Local Relationships Meeting with East Sussex Highways on 27 November 2019

The Clerk advised that the minutes of the meeting need to be approved by East Sussex Highways prior to distribution.

12.3 Correspondence

12.3.1 General Correspondence

Noted.

13. Items for Focus and Communication

Focus – recruitment for the Focus Group, thank you to Warriors and everyone for lights, thank you to Mr Rogers, award of a grant to the playgroup.

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

None.

Appendix A

November Transfer and Cheques							
Cheque No.	**To who**	**Description**	**Amount**	**VAT**	**NET**	**Agreed Bank Transfer Signature one**	**Agreed Bank Transfer Signature two**
BP10011	Lites	Christmas Lights	£6,299.64	£1,049.94	£5,249.70	Emailed authorised CM	Emailed authorised SG
BP10011	BT	Wifi	£40.68	£0.00	£40.68	JC -November Meeting	SG - November Meeting
BP10011	9 to 5 Supplies	Pavilion cleaning products	£226.15	£37.69	£188.46	JC -November Meeting	SG - November Meeting
BP10011	Mrs S Gadd	Cllr expenses	£88.87	£0.00	£88.87	JC -November Meeting	
BP10011	Wadhurst Ironmongers	June in 2000426	£49.74	£8.29	£41.45	JC -November Meeting	SG - November Meeting
Bacs	Nest Pension	Pension Contribution	£279.25	£0.00	£279.25	JC -November Meeting	SG - November Meeting
BP10011	Mr B Crouch	Grass Cutting	£512.00	£0.00	£512.00	JC -November Meeting	SG - November Meeting
BP10011	Wadhurst Ironmongers	October inv 20000869-2	£22.57	£3.76	£18.81	JC -November Meeting	SG - November Meeting
BP10011	Mrs A Barlow	Clerks Expenses	£176.28	£0.00	£176.28	JC -November Meeting	SG - November Meeting
BP10011	Mrs F Hensher	RFO Expenses	£102.37	£0.00	£102.37	JC -November Meeting	SG - November Meeting
BP10011	Europlants	Hanging inv	£61.25	£10.21	£51.04	JC -November Meeting	SG - November Meeting
BP10011	Biffa	Pavilion Waste	£159.72	£26.62	£133.10	JC -November Meeting	SG - November Meeting
BP10011	Mrs A Barlow	Clerks Salary inc back payment	£2,075.38	£0.00	£2,075.38	JC -November Meeting	SG - November Meeting
BP10011	Mrs F Hensher	RFO Salary inc back payment	£419.62	£0.00	£419.62	JC -November Meeting	SG - November Meeting
BP10011	Mr R Penny	Caretaker Salary	£976.28		£976.28	JC -November Meeting	SG - November Meeting
BP10011	James Hemsley	Hedge Cutting Pavilion	£410.00	£0.00	£410.00	JC -November Meeting	SG - November Meeting
BP10011	WDALC	Subscription	£31.00	£0.00	£31.00	JC -November Meeting	SG - November Meeting
Payments Authorised at Finance meeting							
BP10011	Mrs A Barlow	Clerks Expenses (please look on form)	£47.70	£0.00	£47.70	SG Finance Meeting	MC Finance meeting
BP10011	Mrs C Moore	Land egistry exoenses	£24.00	£0.00	£24.00	SG Finance Meeting	MC Finance meeting
BP10011	WDC	Parish Conference	£30.00	£0.00	£30.00	SG Finance Meeting	MC Finance meeting
BP10011	Mrs V Ramm	Litter Picker	£192.00	£0.00	£192.00	SG Finance Meeting	MC Finance meeting
BP10011	S.R.Servoces	Toilet clenaing	£589.00	£0.00	£589.00	SG Finance Meeting	MC Finance meeting
BP10011	Countrymans	Verge Grass Cutting	£3,126.00	£521.00	£2,605.00	SG Finance Meeting	MC Finance meeting
BP10011	Spy Alarms	Annual review	£117.60	£19.60	£98.00	SG Finance Meeting	MC Finance meeting
		Total	**£11,978.50**	**£1,136.51**	**£10,841.99**		

WADHURST PARISH COUNCIL

Appendix B

November 4 to December 2 2019

1. News from Nus 05.11.2019
2. High Weald AONB - News from the High Weald AONB Partnership - Sussex Lund
3. WDC - Newly published decision: Hackney Carriage and Private Hire Driver Licensing - Criminal Convictions Policy
4. WDC - Newly published decision: Horam Parish Council: Application for designation as a Neighbourhood Area for the purposes of preparation of a Neighbourhood Development Plan.
5. WDC - Members Allowances and Remuneration
6. ESCC - Attention rural tourism businesses: Announcement: EAFRD Growth Programme National Reserve Fund
7. ESCC - National Coastal Tourism Academy: England's Coast
8. WDC - Minutes for Planning Committee South, Thursday, 7th November, 2019, 10.30 a.m.
9. WDC - This month's Parish Bulletin and Wealden Police Engagement Newsletter – sent to all Cllrs
10. WDC - Minutes for Planning Committee North, Thursday, 14th November, 2019, 10.30 a.m.
11. ESCC - FW: Devonshire Collective is seeking new Board Members
12. ESCC - FW: John Brabourne Awards - Fresh Film and TV Talent
13. WDC - Newly published decision: SDNPA Arboriculture Advice SLA Contract Authorisation
14. High Weald AONB - News from the High Weald AONB Partnership - November 2019
15. WDC - Minutes for Licensing Sub-Committee, Friday, 15th November, 2019, 10.00 a.m.
16. WDC - FW: VE Day 75 May 2020
17. SSALC - Consultation: Strengthening police powers to tackle unauthorised encampments
18. WDC -Minutes for Overview and Scrutiny Committee, Monday, 18th November, 2019, 10.00 a.m.
19. Parish Online News & Updates
20. Southeastern - Southeastern are keen to hear your views
21. SSALC - **Sussex ALC Bulletin**
22. WDC - Newly published decision: Street Naming and Numbering Policy Review
23. Invitation to Discover Gatwick