# **Brede Parish Council**

# Minutes of the meeting held on Tuesday 28th April 2020 at 7:30pm via Zoom

**Present:** Councillors L Nottage (Chair), J Armstrong, S Hampson, R Oliver, M Wey, J Johnson, J King, J Allison and the Clerk.

**1** a) Declaration of Interests: None.

**b) Dispensation Requests:** Cllr Nottage for the Village Hall

2 Apologies for Absence: Cllrs C Apps, ESCC Cllr C Maynard

Minutes of the following meetings were considered.

- a) Planning Meeting 25<sup>th</sup> February 2020 272/19 275/19. Cllr Wey proposed that the minutes be signed as a true record of the meeting. This was seconded by Cllr Hampson. All members present agreed.
  - **b) Full Council Meeting 25<sup>th</sup> February 2020 276/19 301/19**. Cllr Armstrong proposed that the minutes be signed as a true record of the meeting. This was seconded by Cllr Hampson. All members present agreed.
  - c) Planning Meeting 9<sup>th</sup> March 2020 302/19 305/19. Cllr King proposed that the minutes be signed as a true record of the meeting. This was seconded by Cllr Allison. All members present agreed.
- 4 Matters arising from the above including Work in Progress:

The clerk had circulated the updated work in progress sheet. Councillors were pleased to note that the repairs to the boat had been completed, although the remaining work to the play equipment has had to be delayed until full lock down is lifted. The clerk was asked to get the signage sorted next. The bus shelters have been repaired

#### 5 Finance

a) Accounts to end February and March 2020

The clerk presented the accounts for February and March

01.02.2020 - 29.02.2020

2019-202	0												
Monthly Accounts for General Account						Breakdown							
Feb-20							Expenditure			Income			
				Expenditure	Income	Balance	VAT	Admin	Salaries	Newslti	transfers	Balance	reconcile
01.02.2020		Opening Balance				2222.26						2222.26	
10.02.20	D/D	tesco mobile	clerks mobile	-12.50		2209.76		-12.50				2209.76	10.02.20
25.02.20	2645	D Jones	Village Green jan	-50.00		2159.76		-50.00				2159.76	03.03.20
25.02.20	2646	J Butler	Handyman Feb	-75.00		2084.76		-75.00				2084.76	24.03.20
25.02.20	2647	SSALC	Clerks training	-110.00		1974.76		-110.00				1974.76	03.03.20
25.02.20	2648	Clir Nottage	Litter Picking equip	-250.80		1723.96	-41.80	-209.00				1723.96	03.03.20
25.02.20	2649	HMRC	Inland Revenue Feb	-15.74		1708.22		-15.74				1708.22	04.03.20
25.02.20	2650	Viking	emvelopes and labels	-96.96		1611.26	-5.99	-90.97				1611.26	03.03.20
25.02.20	2651	Brede Village Hall	Village hall Hire	-24.00		1587.26		-24.00				1587.26	
25.02.20	2652	Clir Nottage	Community Hall Keys	-48.88		1538.38	-8.15	-40.73				1538.38	03.03.20
26.02.20	D/D	EDF	Comm Hall electric	-33.00		1505.38		-33.00				1505.38	26.02.20
28.02.20	s/o	Wages		-780.00		725.38			-780.00			725.38	28.02.20
28.02.20	D/D	onecome	Vill Hall broadband	-38.11		687.27	-6.35	-31.76				687.27	28.02.20
Totals				-1534.99	0.00		-62.29	-692.70	-780.00	0.00	0.00		
									-1534.99				
		Bank Reconcilliation											
		opening balance				2222.26							
		income				0.00							
		expenditure				-1534.99							
		plus unpresented chequ			1302.38								
		Bank balance @ 29.02.2			1989.65								

### 01.03.2020 - 31.03.2020

2019-202	0									T			
Monthly Accounts for General Account						Breakdown							
Mar-20							Expenditure			Income			
				Expenditure	Income	Balance	VAT	Admin	Salaries	Newslti	transfers	Balance	reconcile
01.03.2020 Opening		Opening Balance				687.27						687.27	
09.03.20	D/D	tesco mobile	clerks mobile	-12.50		674.77		-12.50				674.77	09.03.20
26.03.20	D/D	Edf	Comm Hall electric	-33.00		641.77		-33.00				641.77	26.03.20
30.03.20	s/o	Wages		-780.00		-138.23		-780.00				-138.23	30.03.20
30.03.20	D/D	Onecome	Village Hall Broadband	-38.11		-176.34	-6.35	-31.76				-176.34	30.03.20
31.03.20	2653	J Butler	Handyman Feb	-93.75		-270.09		-93.75				-270.09	
31.03.20	2654	D Jones	Village Green Feb/Mai	-50.00		-320.09		-50.00				-320.09	
31.03.20	2655	Countrymans	Grass cutting	-306.00		-626.09	-51.00	-255.00				-626.09	
31.03.20	2656	Wealden Group	March Newsletter	-299.00		-925.09		-299.00				-925.09	
31.03.20	2657	Clir Nottage	Stamps for Newsletter	-129.96		-1055.05	-1.32	-128.64				-1055.05	
31.03.20	2658	HMRC	PAYE for March	-44.76		-1099.81		-44.76				-1099.81	
31.03.20	2659	Business Stream	Comm Hall Water	-32.76		-1132.57	-2.24	-30.52				-1132.57	
31.03.20	2660	Brede Village Hall	Village hall Hire	-36.00		-1168.57		-36.00				-1168.57	
31.03.20	2661	L Bannister	Mcafee renewal	-89.99		-1258.56		-89.99				-1258.56	
31.03.20	2662	LW Construction	Bus Shelter Repair	-220.47		-1479.03		-220.47				-1479.03	
31.03.20	2663	T Dixon	Grant for Rye Aid	-200.00		-1679.03		-200.00				-1679.03	
31.03.20	2664	T Dixon	Wages underpaid	-62.40		-1741.43		-62.40				-1741.43	
										<b>+</b>			
Totals				-2428.70	0.00		-60.91	-2367.79	0.00 -2428.70	0.00	0.00		
		Bank Reconcilliation							-2420.70	+			
						507.07							
		opening balance				687.27 0.00				+			
		income								+			
		expenditure				-2428.70		ļ		+-			
		plus unpresented chequ			2220.09				+				
		Bank balance @ 31.03.2			478.66								

These figures were proposed by Cllr Wey and seconded by Cllr Hampson. All members present agreed.

# b) Cheques to be signed-

The clerk presented the list of cheques to be signed Cheques to be signed 28.04.2020

Chq	April 2020		
No			
2665	Jon Butler	Handyman March 2020	75.00
2666	David Jones	Village Green March/April 2020	65.00
2667	ESALC	ESALC and NALC subscriptions	618.62
2668	LW Construction	Repair of Brick bus shelter	328.58
2669	Viking	Ink for Clerks printer	107.38
2670	Rother	Dog Bins for 1 year	780.00
2671	T Dixon	Moneysoft programme for wages	86.40
2672	T Dixon	Wages for April	748.80
DD	NEST	Clerk Pension, to note details only Employers Contribution £23.40	54.60

These figures were proposed by Cllr Nottage and seconded by Cllr Wey. All members agreed.

NOTE: Cheques will be signed on Wednesday 29<sup>th</sup> April, the clerk will drive to the first signatory and then to the second, observing social distancing.

# 6 Report/observation of the District and County Councillor -

District Councillor Johnson had submitted the following report which had been circulated to all Councillors

Local Businesses and Residents.

Work continues to provide support to the above during the Covid emergency. A number of businesses are falling outside local grant scheme. This is being discussed with local MP's who are taking it up with the appropriate government departments.

#### Local Business Grants

A brief update: 40% of 2600 businesses in Rother entitled to support have now received their grant. More applications are still arriving. After May bank holiday any eligible business who has not yet applied will be contacted. A big congrats to Rother finance department as this is all far quicker than in most neighbouring areas.

#### Covid Testing

Sites are now up and running across Sussex for key workers. There is a Rother site in Wainwright Road.

### Household Waste Recycling Centres (HWRC)

These are now closed until lockdown has eased. There are various reasons for closure the main reason being that visiting a HWRC does not constitute an essential journey therefore residents could be turned back by the Police. It is also important to utilise all available staff to keep kerbside collections going.

#### Garden Waste Bins

Cost increase of £5 a year to £40 per annum was agreed by the current coalition cabinet. However because of Covid disruption of service this has now been kept to £35 pa as before.

#### Planning Applications

Officers are no longer visiting sites to undertake assessments nor posting site notices until restrictions are lifted. However new applications are still being received, validated and given a case officer and distributed electronically as before. Parish Councils may comment on the weekly list as before if they have capabilities to do so. As no site notices published, no decisions can be made until restrictions are lifted.

Please feel free to contact me with any queries. Cllr Jonathan Johnson

County Councillor Maynard has been forwarding the links for updates from ESCC regularly and also supplied the following information regarding care homes.

We send the care homes a daily bulletin and have regular web based provider forums. In addition we have a specific e-mail address for any questions and issues. We respond either individually or through the bulletin.

For PPE we have a specific e-mail address for enquiries. If providers are identifying shortages we have a standard form for them to complete and we then prioritise allocation.

We have advised MPs to advise providers of these mechanisms.

### 7 Statements, questions and comments from the public. None

#### **Items for discussion**

- **Website** The Clerk had been in correspondence with Hugo Fox and discovered that they are not able to support a calendar with provisional booking facilities for the Village Hall. After further discussions with Rother, they reported back that it is something they should be able to do. Cllr Nottage proposed that Rother should be asked to provide the website. Cllr Armstrong seconded. All present were in favour.
- **9 Further Covid-19 support required in the Parish** Cllr Nottage had been asked to replace the Rye mutual aid posters in the noticeboards. No requests for help had come through the clerk. Cllr Armstrong expressed concerns for Roselands, the clerk will send an email to see of any help is required.
- **Clerks Probation** Due to lockdown it has not been possible to do the clerks end of probation interview. Cllr Nottage proposed that the clerk be considered to have ended her

probation. Cllr Armstrong seconded. All present were in favour. The Clerk will now prepare a proper contract of employment.

- **Newsletter** Cllr Oliver was keen to keep the July issue in progress if possible. It will be prepared as normal, and a final decision made about printing and delivering depending on how lock down progresses.
- **Any other business:** Cllr Oliver reported that the path opposite the pub was very uneven, causing a trip hazard. She has reported it to Highways.

  Cllr Hampson asked if the telephone boxes could be put back onto the work in progress. The clerk is to email Cllr Apps to see if he is still able to do anything.
- Date of next meeting:

  Brede Parish Council Meeting Tuesday 26<sup>th</sup> May 2020 via Zoom (unless restrictions on meetings are lifted) at 7.30pm

With no further business, the meeting closed at 7.50pm.