

# Brede Parish Council

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

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

, County Cllr Maynard was in attendance.

- 43 a) Declaration of Interests:** None.  
**b) Dispensation Requests:** Cllr Nottage for the Village Hall

**44 Apologies for Absence:** Cllr J King

Minutes of the following meetings were considered.

- 45 a) Full Council Meeting 26<sup>th</sup> May 2020 – 18/20 – 34/20.** Cllr Oliver proposed that the minutes be signed as a true record of the meeting. This was seconded by Cllr Hampson. All members present agreed.  
**b) Planning Meeting 9<sup>th</sup> June 2020 – 35/20 – 38/20.** Cllr Allison proposed that the minutes be signed as a true record of the meeting. This was seconded by Cllr Wey. All members present agreed.

**46 Matters arising from the above including Work in Progress:**

The clerk had not circulated the updated work in progress sheet this month due to other pressures of work for the audit. The playground signs have been ordered and were awaiting delivery. The play ground will remain closed for now as in line with Rother District Council recommendations.

**47 Finance**

**a) Accounts to end May 2020**

The clerk presented the accounts for may in the new format as advised following the audit,

### 01.05.2020 to 31 05.2020

2020-2021												United				Trust																											
Monthly Accounts												General Account				Precept account				Lloyds community Hall Account				Play equipment savings				Bond				Breakdown Income				Breakdown Expenditure				Cumulative			
May-20		Income		Expenditure		Balance		Income		Expenditure		Balance		Income		Expenditure		Balance		Income		Expenditure		Balance		Income		Interest		Transfers		VAT		Admins		Salaries		Balance					
01.05.20	Opening Balance					7088.13		53702.34				14757.09		5296.49	15247.50																							96091.45					
11.05.20	dd tesco mobile		12.50			7075.63		53702.34				14757.09		5296.49	15247.50																							96078.95					
11.05.20	Interest					7075.63	2.35	53704.59				14757.09		5296.49	15247.50																							96081.30					
11.05.20	dd Rother grant					7075.63		53704.59	10000.00			24757.09		5296.49	15247.50																							106081.30					
14.05.20	dd Nest					54.60		53704.59				24757.09		5296.49	15247.50																							106026.70					
26.05.20	dd edf					33.00		53704.59				24757.09		5296.49	15247.50																							105993.70					
26.05.20	2674 J Butler					75.00		53704.59				24757.09		5296.49	15247.50																							105918.70					
26.05.20	2675 D Jones					70.00		53704.59				24757.09		5296.49	15247.50																							105848.70					
26.05.20	2676 BFB					1154.56		53704.59				24757.09		5296.49	15247.50																							104694.14					
26.05.20	2677 J S Fire					65.88		53704.59				24757.09		5296.49	15247.50																							104628.26					
26.05.20	2678 Countryside					306.00		53704.59				24757.09		5296.49	15247.50																							104322.26					
26.05.20	2679 Cllr R Oliver					17.99		53704.59				24757.09		5296.49	15247.50																							104304.27					
26.05.20	2680 Wages					748.80		53704.59				24757.09		5296.49	15247.50																							748.80	103555.47				
26.05.20	2681 Rye Foodbank					50.00		53704.59				24757.09		5296.49	15247.50																							50.00	103505.47				
28.05.20	dd Nest					54.60		53704.59				24757.09		5296.49	15247.50																							54.60	103450.87				
28.05.20	DD Onecom					39.13		53704.59				24757.09		5296.49	15247.50																							6.52	32.61	103411.74			
Totals			0.00	2682.06		2.35	0.00		10000.00	0.00			0.00	0.00																								10000.00	2.35	0.00	68.50	1755.56	858.00
<b>Bank Reconciliations</b>																																											
	opening balance					7088.13		53702.34				14757.09		5296.49																										96091.45			
	Income					0.00					2.35																														10002.35		
	expenditure					2682.06					0.00																														2682.06		
	plus un-presented cheques					3486.61					0.00																														3486.61		
	Bank balance @ 31.05.20					7892.68		53704.59				24757.09		5296.49	15247.50																										106898.35		
																																								106898.35			

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

**b) Cheques to be signed-**

The clerk presented the list of cheques to be signed and BACS payments to be made  
Cheques to be signed 30.06.20

Chq No	June 2020		
2682	Jon Butler	Handyman May 2020	93.75
2683	David Jones	Village Green May/June 2020	80.00
2684	SafeplayPlayground Service Ltd	Work and Repairs to Play Equipment	3411.60
2685	K Robertson	Internal Audit fee	240.00
BACS	Viking	Stationery, and stamps for newsletter delivery	496.08
BACS	T Dixon	Wages for June	748.80
DD	NEST	Clerk Pension, to note details only Employers Contribution £23.40	54.60

These figures were proposed by Cllr Apps and seconded by Cllr Oliver. All members present agreed.

NOTE: Cheques will be signed on Wednesday 1<sup>st</sup> July, the clerk will drive to the first signatory and then to the second, observing social distancing.

The clerk will also obtain change of signatory mandates to add Cllrs Wey and Apps.

**48 Report/observation of the District and County Councillor –**

District Councillor Johnson had the following report

*There have been a spate of missed bins reported, probably due to problems during the Covid-19 crisis, but he has been getting it sorted. Cllr Oliver asked about the problems of dig waste in Fieldway, although Cllr Nottage says he walks it daily and there has not been a problem recently. It would be difficult to find a place for a bin which would not be directly outside a property*

County Councillor Maynard had the following report.

*ESCC has been facing significant increases in financial pressures and loss of income and the government funding has not been sufficient, although ESCC is not in danger of imminent bankruptcy at the moment and are using reserves.*

*There has been 26.1 million of covid grants, with large amount being spent on adult Social care and Children. Government needs to take a good look at local government finance and there are many challenges ahead.*

**49 Statements, questions and comments from the public. None****Items for discussion**

- 50 Community Hall funding –** Cllr Nottage spoke at length about where the Council now goes with the rebuilding project. Details of the cost of a loan from the Public Works Loan Board (PWLB) had been researched. District Councillors spoke of looking into CIL grant from Rother, along with a standard large project grant from Rother. This will all be further researched before coming back to council and considering approaching all the Parish for their thoughts on a PWLB loan. Small scale fundraising was struggling and it would take many years before the money was raised. In the meantime the building is deteriorating rapidly, with a leak in the roof now needing attention.
- 51 Payment for Calibration of Speed Watch Camera –** Cllr Nottage advised that the camera needs calibrating at a cost of £207 plus VAT. Cllr Nottage proposed that this should be done, Cllr Oliver seconded, all in favour.
- 52 Clerks Contract –** The clerk had circulated the new contract for approval. Cllr Hampson proposed that it was ready for signing, Cllr Wey seconded, all in favour.

- 53 Audit Report and Signing of Agar** – The clerk as RFO had completed the internal audit with the auditor. Several items for improvement had been highlighted and discussed and were already being actioned. The Agar had been completed and circulated for approval. The accounts for the year end had been circulated and approved. Cllr Wey proposed that the Agar was ready to sign, Cllr Allison seconded. All present in favour.
- 54 Payment of Clerks extra hours** – The clerk had been doing some overtime in preparation for the audit and there would be more required to complete the work needed. Cllr Apps proposed that up to 10 hours overtime a month (in arrears) could be authorised by the Chair or Vice Chair without returning for council approval. Cllr Oliver seconded. All in favour.
- 55 Financial Regulations** – The updated financial regulations had been circulated. There were no further changes recommended. Cllr Hampson proposed that they were adopted, Cllr Allison seconded. All in favour.
- 56 Cancellation of Autumn Fete** – Cllr Wey proposed that the Autumn Fete be formally cancelled due to the Corona Virus situation. Cllr Oliver seconded. All in favour.
- 57 Co-option of a new councillor**– one application had been received and circulated, but a second telephone call had come earlier today and another application was expected. To wait for the second application to arrive and then make further decisions.
- 58 Any other business:**  
**Falling Ash Tree.** Cllr Oliver had received an enquiry about woodland in Chitcombe Road where trees with ash dieback disease were falling. She advised them to get in touch with the forestry commission who would decide if action was required.  
Cllr Nottage had received a donation of £200 for the Community Hall from the sale of plants by a local resident on Chitcombe Road. He had also had £10 from the Fish and Chip Van who had been present last Friday, but not needed the electric supply that was made ready for him.  
**Community Hall** Cllr Nottage reported back that the insurers would not cover the recent damage to the Community Hall as it was a result of age and wear and tear not wind damage.  
**Best Kept Gardens.** Nominations to be in by the next Council meeting  
**Newsletter.** The July newsletter was ready for distribution from tomorrow.  
**Village Hall** The Village Hall was due to reopen soon. Guidance had been forwarded to Dennis Langley. The Farmers Market was going to continue outside for now.
- 59 Date of next meeting:**  
**Brede Parish Council Meeting** – Tuesday 28<sup>th</sup> July 2020 via Zoom (unless restrictions on meetings are lifted) at 7.30pm

**With no further business, the meeting closed at 8.38pm.**