



# BREDE PARISH COUNCIL

**Draft Minutes of the meeting held on Tuesday 26<sup>th</sup> September 2023 at 7:30pm in Brede Village Hall, Committee Room.**

**Present:** Councillors S Hampson (Vice-Chair), J Allison, M Griffiths, G Olson and M Wey.

In Attendance: Rother District Councillor N Gordon, East Sussex County Councillor Carl Maynard, (from 7.45pm), Lucie Bolton, Environment Strategy Officer, Rother District Council and four members of the public.

**160 Election of Chairman:**

- a. Cllr Griffiths nominated Cllr Hampson, Cllr Allison seconded. All present were in favour.
- b. Cllr Hampson signed the Declaration of Office.

**161 Election of Vice-Chairman:** Cllr Allison nominated Cllr Griffiths, Cllr Wey seconded. All present were in favour.

**162 Speaker, Dr Lucie Bolton, Environment Strategy Officer for Rother District Council.:** Dr Bolton spoke for 20 minutes and answered questions about the impact of Climate Change, the importance of declaring a climate emergency and the things that smaller Parish Councils can do to start the move to net zero carbon emissions. 8 out of 33 councils in Rother have already declared a Climate Emergency and set up working parties. The Chair thanked her for coming, and the Council agreed that it would be an item for discussion at a future meeting.

**163 Public Question Time.** There were several questions from the public.  
Question 1. Does the Parish Council have any access to maps of the drainage system in the Parish, to help locate blocked or lost drains which need clearing. Its was explain that this not held by the Parish Council but by the Highways department.  
Question 2. Is it possible to get an up to date count of traffic on the A28. Data available online is 10 years old. The Parish Council had paid for a speed survey in 2022, which was being used for the feasibility study.  
Question 3. Does the Council know anything about the new bollards in Pottery Lane. The reply was no, the Parish Council had no knowledge of why they were there, and had made enquiries to Highways.  
Question 4. Is there any progress in the burnt out house in Cackle Street. This is not a Parish Council issue.  
Question 5. There are cars parked facing the wrong way at night in Chitcombe Road can the Parish Council do anything.. This is an enforcement issue, not a Parish Council issue.

**164 Apologies for Absence:** Cllr Oliver.

**165 a) Declaration of Interests:** Cllr Hampson for item number 24, grants for cemetery maintenance.  
**b) Dispensation Requests:** None.

**166** Minutes of the following meeting were considered.  
**Full Council Meeting 25<sup>th</sup> July 2023 113/2023 - 141/2023.** Cllr Wey proposed that the minutes be signed as a true record of the meeting. This was seconded by Cllr Griffiths.  
**Council RESOLVED to approve the minutes for signing.**

**167 Update on Work in Progress and Clerks report.**  
The work in progress had been circulated. Many items were on the agenda for this month.

The clerk reported that the resignation of Cllr Nottage had been received on the 14<sup>th</sup> August. The elections office had been informed immediately, and the period allowing for a public request for an election had passed. The Council could now co-opt if any suitable candidates came forward.

**168 Chairs Report.**

The new Chair acknowledged the knowledge, hard work and long service of his predecessor. Cllr Hampson had met with the new highways steward and the local issues had been discussed.

**169 Correspondence.**

There had been several enquiries about the bollards in Pottery Lane, which all councillors had been informed about.

Correspondence about the new chain and post fence on the Village Green had been circulated. Council agreed this would be looked into and made an agenda item when needed.

Correspondence about traffic and parking concerns in Cackle Street was circulated.

**170 Reports from the District and County Councillors.**

**Rother District Cllr Neil Gordon** reported food waste collection in Rother was due to be discussed on 9<sup>th</sup> October.

**East Sussex County Cllr Carl Maynard** reported that local issues had been fairly quiet lately, apart from Highways issues. The new highways contractor appeared to be delivering better quality work, repairs were being sealed properly. There were still grumbles about utility contractor's repairs.

Cllr Maynard also reported that there are rising costs for children in care, due to the lack of people taking up fostering. It is a national problem which needs sorting.

**171 Finance**

- a. Accounts to end of July 2023
- b. Accounts to end of August 2023
- c. Payment schedule for August 2023
- d. Payment schedule for September 2023
- e. to note the internal Audit for 2022-23

**Council resolved to**

- a) to approve the accounts to the end of July 2023
- b) to approve the accounts schedule for August 2023
- c) to ratify the payments for August 2023
- d) to approve the payment schedule for September 2023
- e).to note the external audit for 2022-23

**Payment Schedule for August 2023**

			Net	Vat	Gross
BACS	Hunnisetts	Post and Chain fence, Village Green	1246.09	249.22	£1495.31
BACS	J Delta	Flowers for Planters at crossroads			£48.00
D/D	Tesco Mobile	Clerks Phone			£14.30
D/D	Onecom	Village Hall Broadband	44.51	8.90	£53.41
BACS	Brede Village Hall	Hall Hire July			£22.00
BACS	Jon Butler	Handyman July, plus fence repair			£125.00
BACS	Countrymans	Grass cutting cut 4	395.00	79.00	£474.00
BACS	PKF Littlejohn	External Audit	315.00	63.00	£378.00
BACS	Uniserve 32039	Emails for July/365 price increase missed	4.50	0.36	£4.86
BACS	Uniserve 32179	Emails for August	46.30	9.26	£55.56
BACS	Uniserve 32195	Clerks Computer repair	34.00	6.80	£40.80
BACS	SAfeplay	Play equipment repairs	34.50	6.90	£41.40
BACS	Trinity Methodist Church	Hall Hire July			£30.00

BACS	T Dixon	Wages for August			XXXXX
BACS	HMRC	PAYE			£97.33
D/D	NEST	Clerk Pension, to note details only Employers Contribution £82.13			£147.84

### Payment Schedule for September 2023

			Net	Vat	Gross
BACS	Balfour Beatty	Feasibility Study	500.00	100.00	£600.00
D/D	Tesco Mobile	Clerks Phone			£14.30
D/D	Onecom	Village Hall Broadband	44.51	8.90	£53.41
BACS	Brede Village Hall	Hall Hire August			£22.00
BACS	Jon Butler	Handyman August			£80.00
BACS	TMPI Ltd	Playground Inspection			£215.00
BACS	Uniserve 32359	Emails for September	46.30	9.26	£55.56
BACS	T Dixon	Wages for September			XXXX
BACS	HMRC	PAYE			£97.33
D/D	NEST	Clerk Pension, to note details only Employers Contribution £82.13			£147.84

### Proceedings and reports of committees and working parties.

- 172 Recreation Ground and equipment.** The basket swing had been removed, due to a split in the top beam. The supplier had raised a manufacturer repair request, but no action yet. Clerk instructed to look at the recommendation for new fitness equipment signage.
- 173 Recreation Ground Layout working group.** Agenda Item.
- 174 Footpaths.** Cllr Olsen reported that all previous issues were still showing as outstanding on the website. The footpath in Gotham Lane is very overgrown and will be reported.
- 175 Seats, trees, bus shelters, bins and hedges.** The hedge overhanging the twitten needs cutting back. The bus shelters need sweeping out.
- 176 Village Hall:** No report from Councillors. A member of the public present was on the Village Hall Committee and reported that a new trustee had been co-opted. The Fire and Safety inspection had been completed, a new fire risk assessment was needed and was in hand. Finances were stable. The Eco survey had been returned and recommended up to £28k of work.
- 177 Newsletter.** First draft had been circulated. A few more items needed updating before finalising.
- 178 Speed Watch:** Has only been able to get out once each month due to low volunteer numbers. However, 61 offenders were caught in September, and 181 in August. More volunteers needed, report and request to go in Newsletter.
- 179. Highways Items:** No report.

### Items for Discussion

- 180. Celebrations for D-Day in 2024.** No report.

### Agenda Items for discussion

- 181. Village Hall Broadband contract.** The Village Hall Committee had confirmed that many groups used the broadband supplied and would appreciate its continued provision by the Parish Council.  
**Council resolved to renew the Broadband Contract for a two year contract at £39 per month.**

- 182. Goal Posts for the Recreation Ground.** The clerk had provided three prices for a single 24ft wide (senior size) goalpost, but this did not include installation costs, plus one quote for supply and installation. Council considered that a 16ft wide (junior size) goalpost may be more appropriate. Clerk to obtain further prices and costs to install.  
**Council deferred this item until new prices had been sought.**
- 183. Grass Cutting Contract for 2024.** Due to the incorrect cutting schedule for 2023 the clerk had met again with the contractor. Apologies had been offered and the correct areas to be left uncut re-identified and photographed. Council discussed various options including changing contractor and cancelling current contract, or reducing cuts etc.  
**Council resolved to continue with the current contract, but to reduce to five cuts, introducing no-mow May, and to have the 2 wild areas just cut first and last cut. Small signs to be placed after the first cut to help remind the contractors.**
- 184. Recreation Ground Working Party Report.** The Recreation Ground Working Party had met in August and reviewed the latest architect brief. Further discussions about the Recreation Ground included a wild play area and a multisport area. The Working party felt that change to a formal committee would help improve communication and the speed at which decisions could be made  
**Council agreed that there should be a motion to change the Recreation Ground Working Party to the Recreation Ground Committee at the next meeting. Clerk to prepare terms of reference. Clerk to report back to Architect with design queries and possible siting change. Clerk to seek formal quotes for a wild play area and research health and safety considerations for it. Clerk to start researching possibilities for multisport areas and sources of funding.**
- 185. Red Telephone Box.** Council considered the quotes for refurbishment of the telephone box in Cackle Street. Costs were felt to be too high, and would the box actually be used and looked after.  
**Council resolved to re advertise in the next newsletter for volunteers to repair and paint the box and turn it into a community facility. If still no interest, to see if any resident in the Parish wished to purchase it and consider offers.**
- 186. Broad Oak Sign.** Council considered the quotes supplied. A possibility of a laser cut sign was raised. Clerk to investigate further with Cllr Wey.  
**Council deferred this item for further information to be sought.**
- 187. Village Hall Committee Representative.** Councillors discussed if two representatives were needed. No Councillor volunteered to stand.  
**Council agreed that just the one Councillor would suffice on the Village Hall committee for now. If Councillors numbers improved a second Councillor would be nominated.**
- 188. Rother Association of Local Councillors Representative.** Cllr Griffiths offered to take on this post.  
**Council resolved that Cllr Griffiths would be the RALC representative.**
- 189. Bank Mandate Changes.** A new signatory was required for the Lloyds Accounts, and up to two for the United Trust Bank Bond.  
**Council resolved that Cllr Griffiths would be added to the Lloyds Bank mandate and Cllrs Hampson and Griffiths added to the United Trust Bank mandate.**
- Cllr Hampson re-stated his interest in the next item. Cllr Griffiths took the chair for this item.*
- 190. Maintenance for Cemetery Gardens Grant.** An application had been received from Trinity Methodist Church for £400 to support the costs of maintenance of the Cemetery gardens. The Cemetery was open to all in the Parish to enjoy at any time, or for burial if requested.  
**Council resolved that Trinity Methodist church receive a grant of £400 for Cemetery maintenance.**

- 191. Risk Assessment.** Councillors received the completed asset risk assessment. One seat was continuing to deteriorate but was not unsafe. One bin lock would need rechecking. **Council noted the Risk Assessment and agreed no further actions were needed than those stated.**
- 192. Poppies for Remembrance 2023.** Cllrs agreed that it would be nice to see a few poppies in the Parish again this year. The clerk to see if the more rigid lorry poppies could be acquired. **Council resolved that a donation of up to £60 of S137 money could be made for some lorry poppies.**
- 193. Items for noting or for including on future agendas.**  
Formation of Recreation Ground Committee, (October)  
Goal Posts (October)  
Broad Oak Sign (October, if new recommendations ready)  
Village Green fence (October)  
Climate Change (October)
- 194. Date of Scheduled next meetings**  
Full Council Meeting 24<sup>th</sup> October at 7.30pm in the Trinity Methodist Church Hall

**The meeting closed at 9.45pm**

**Signed** \_\_\_\_\_

**Date** \_\_\_\_\_

**Brede Parish Council**