

HURST GREEN PARISH COUNCIL

Minutes of the meeting held in Hurst Green Village Hall on Tuesday 25th April 2017 starting at 8:00pm.

Present: - Councillor Browne (Chair), Councillor Duddridge, Councillor Harrison, Councillor Janes, Councillor Johnson, Councillor Wright and County Councillor Barnes (from 8.30pm).

The Clerk and the RFO, David Hilbourne, were in attendance along with four members of the public.

1.0 Apologies for Absence: - Councillor Cruse, Councillor Funnell, Councillor Peacock and District Councillor Prochak. The Chair, Councillor Browne read out a letter, just received, from Councillor Cruse tendering her resignation as a Councillor due to declining health.

Councillor Browne gave thanks for all the work that Councillor Cruse has done on behalf of the village and its residents over the years and suggested that flowers should be brought to show the Council's appreciation. This was unanimously supported and a bouquet, up to the value of £50, to be ordered for the Annual Parish Assembly for presentation.

2.0 Minutes of the last meeting:-

To sign as a correct record the minutes of the meeting held on the 28th March 2017.

Minutes proposed by Councillor Wright and seconded by Councillor Harrison.

3.0 DECLARATION OF INTERESTS, *in accordance with the Members' Code of Conduct: to receive any disclosure by Members of personal interests in matters on the agenda, the nature of any interest and whether the member regards the interest as prejudicial under the terms of the Code of Conduct.*

Councillor Harrison declared an interest in agenda item 5.2 planning applications RR/2017/619/P and RR/2017/620/L as owner of the property concerned.

3.1 APPLICATIONS FOR DISPENSATION - *to consider written requests from Members for dispensation and to consider the length of time the dispensation should be granted for i.e. as a one-off relating to a matter on this agenda, or ongoing for a set period and relating to any agenda within that period.*

None received.

4.0 Community Activities and reports:-

None rec'd.

4.1 Breakfast Club, progress report (Cllr. Johnson)

Councillor Johnson has produced a brief set of rules for the club which was approved by the Council with slight amendments.

4.2 Neighbourhood Plan, progress report (Cllr. Janes)

Councilor Janes reported that he had attended a local Neighbourhood Forum in Etchingham earlier in the month. David Marlow from Rother was also in attendance and it was an incredibly useful meeting. Councilor Janes reported that it should be noted that no housing development under six houses would be counted as part of the development plan and allocation of housing needed.

Councilor Janes had put a small article in the Hurst Green magazine about the neighbourhood plan and asked for interested parties to contact him, as yet with zero response. It was decided to publicize the plan at the Annual Parish Assembly on the 5th May. *(Councilor Barnes arrived).*

It was noted that a lot of time and labour will be needed to complete the plan. David Hilbourne asked if help sheets were available. Councilor Barnes reported that there were some very good websites.

Clerk to check on situation re obtaining maps for the process and look into buying a copy of Rother's Core Strategy.

5.0 Planning: -

5.1 RDC Planning decisions

RR/2016/1577/P - Land at Foundry Close, London Road, Hurst Green. Residential development site to provide 60 dwellings. **Refused.**

RR/2017/526/P - 24 Station Road - Land at, Hurst Green TN19 7PL. Outline: Erection of detached chalet bungalow. **Refused.**

RR/2017/310/P - 2 Silverbank, Silverhill, Hurst Green TN19 7QB. To create a hardstanding for one car to front of existing driveway 4 meters by 2.5 meters. Previously grassed area used for parking. **Granted.**

Councillor Harrison declared an interest in RR/2017/619/P and RR/2017/620/L as owner of the property concerned and Councillor Browne noted an interest in RR/2017/810/P as he knows the applicant.

5.2 Current Applications

RR/2017/869/T - Brockhurst, Burgh Hill, Hurst Green TN19 7PE T4 - Field Maple Tree - Thin crown by 20%. T5 - Hawthorn - Reduce crown by 2 meters & shape. **Supported.**

RR/2017/810/P - Sweethayes Farm, London Road, Hurst Green TN19 7PS Replacement of substandard pole barn with new fodder storage barn. **Supported.**

RR/2017/781/T - 1 South View Close, Copper Beech, Hurst Green TN19 7QX Oak tree on front lawn showing signs of heavy decay (Ganoderma) around stem and roots. Dismantle fell. **Supported.**

RR/2017/619/P - 37 Station Road, September Cottage, Hurst Green TN19 7PQ Window repairs to existing windows. Replacement windows and door to ground floor. Repointing and rebuilding of existing chimney **Supported..**

RR/2017/620/L - 37 Station Road, September Cottage, Hurst Green TN19 7PQ Window repairs and to existing windows. Replacement windows and door to ground floor. Repointing and rebuilding of existing chimney. Heating upgrades and rewiring. **Supported.**

6.0 Finance/RFO's Report:-

The Financial report was given by the Responsible Financial Officer, David Hilbourne.

The RFO reported that he had circulated the bank reconciliation as at the end of March 2017. This concluded the financial year and the carry forward is £14,655. This is just £510 less than last year and demonstrates to the RFO that the Council is in proper control of parish finances. The carry forward is just under half the precept and is what auditors consider to be a suitable level of reserves.

The RFO also noted that he had updated the parish website to give guidance to residents and organisations on how to apply for grants and donations from the Council. If Councillors receive requests they can now refer applicants to this page on the website.

Finally the RFO noted that he has still to receive the Parish street lighting bill from ESCC.

6.1 Current financial position

Balance of accounts

Community Account (6752)	£20,507.89	as at 20 th April 2017
Community Savings (6779)	£3,998.12	as at 20 th April 2017
Renewals A/C (6760)	£10,075.03	as at 20 th April 2017

These figures are the position as at the latest statements received as shown. They do not include monies received or paid away subsequently.

Direct Debit payments

None.

Payments received

3rd April - Rother District Council, Precept part 1 and grant (£659.36)

£19,189.36

6.2 Motion to approve invoices.

Proposed by Councillor Janes and seconded by Councillor Wright. Unanimously approved.

6.3 Approval and issue of Cheques

Urgent cheques drawn and paid away

None.

Cheques to be authorised for this meeting

Copies of invoices re items below previously circulated via email to all Councillors.

Cheque No. 100764 - J Ellis, Clerk's Salary (April).	£437.66
Cheque No. 100765 - D Hilbourne, RFOs salary (April).	£129.52
Cheque No. 100766 - East Sussex Pension Scheme, re Clerk (April).	£156.83
Cheque No. 100767 - Pet Waste Solutions, clearance of dog bin (3) waste for April.	£84.50
Cheque No. 100768 - Staples, Balance of account.	£9.74
Cheque No. 100769 - N J Oliver, mole treatment Lodge and Drewetts Fields.	£650.00
Cheque No. 100770 - East Sussex ALC, subs for SSALC and NALC.	£426.53
Cheque No. 100771 - Python Online, website domain fee.	£63.00
Cheque No. 100772 - Shaw and Sons, minute book.	£91.19
Cheque No. 100773 - Cartridge People, ink cartridges for clerk.	£66.30

A resolution for approval is sought for present issue of Cheques.

Cheques proposed by Councillor Janes and seconded by Councillor Wright.

6.4 Resolution to approve Risk Assessment (RFO)

The annual Risk assessment has now been completed by the RFO and Councillor Peacock. The full draft has been circulated to all Councillors and the Clerk for comments. In total this amounted to 32 pages.

The main issue arising from the assessment is again staff training. This requires special consideration and planning by Councillors. The Risk Assessment notes that the Council should have a policy on training and annual staff reviews. The RFO asked Councillors to consider how to plan this.

The RFO asked for approval of the Risk Assessment and its noted recommendations.

This was unanimously approved.

7.0 **Playing & Stage Fields**

Clerk reported that 34 moles in total had been dealt with in Lodge and Drewetts Field but it was likely to be an ongoing issue.

7.1 Replacement or repair of Lodge Field damaged play equipment update

Councillor Janes reported that this was still a work in progress and that the strimmer guards needed to be fitted now before strimming commences for the season.

8.0 **Footpaths, Transport & Roads**

Huw Merriman MP has sent a letter re the A21 which has been circulated to all Councillors.

The average speed scheme of 50mph for the A21 has been dropped in consultation with Sussex police as it was felt that speeding was no longer an issue. It was noted that Highways England had not formally notified the Council of this decision.

Councillor Johnson reported that a illuminated sign on the A21 had wires hanging down from it and was concerned for the safety of children walking to school. Would get mote details so that the Clerk can report this.

No. 8 Great Oak has an overhanging leylandii hedge that needs cutting back and concern raised that the grass was encroaching over the pavements and drastically reducing the width of usable pavement in Station Road. Clerk to investigate.

The Chair asked Claire Barrett if she had anything to ask the Council concerning footpath 23. A request was made for a way maker in the field below Jesses to signpost the way as it was not now clear as to where the path's route was. The Council agreed to look into supplying this.

Ms Barrett also requested a copy of the section 130 notice served on the landowner.

9.00 Notices and Correspondence:-

Correspondence previously circulated via email.

A letter has been received asking for a donation to the churchyard for this financial year. To be put on the next agenda.

Letter of thanks received from Helen Foster thanking the Council for the memorial bench in memory of her late husband Ken.

9.1 Urgent issues requiring attention

None.

10.00 Items for the next agenda:-

Neighbourhood Plan

Items to be emailed to Clerk as necessary.

11.0 Date and time of next Meeting:-

The next meeting is the AGM on Tuesday 30th May 2017 in Hurst Green Village Hall starting at 8.00pm with public consultation from 7.30pm.

The Chairman declared the meeting closed at 9.30pm.

Distribution of Minutes: -

All Parish councillors.

Parish Council Noticeboard.

ESCC Councillor J. Barnes.

RDC Councillor S. Prochak.

Signed

Chairman

Dated