**Minutes: Monday 11th March 2019 at the Winchelsea New Hall, 7:15 pm**

**Present:** Councillors: Ms J Austen, R Davis, J Horsman, Mrs C Merricks, A Moore, D Smedley, Mrs J Stanford, H Sutton, P Turner (Chairman) and N Warren.

**In attendance**: Mrs A Evett (Clerk) and Mrs J Cannings (Deputy Clerk.)

Due to road closures (notice given on the Friday before the meeting) this meeting was to transact essential business only within a thirty minute time period. Notice was given that there would be no public questions or County/District Councillor reports. However as four members of the public were present before the start time the Chairman took questions before the official start time (they have therefore been recorded in the minutes.)

The Chairman took the opportunity on behalf of all members to thank Cllrs J Horsman and S Turner for their service on the Council as they will not be standing in the forthcoming elections.

**19/24 Item 1 the Chairman invited comments or questions from members of the public on matters relating to the business of the Council.** Mr Clarke of Winchelsea raised concerns about the Cricket Field Allotment Gardens and rabbit proofing. He also asked that when a contract for any works is awarded that a date for completion of work is included.

**19/25 Item 2 to receive reports and ask questions of the County and District Councillors.** There were no councillors present due to the road closures/shortened meeting. Cllr Mrs Hart’s District Councillor written report was noted with thanks.

**19/26 Item 3 Apologies for absence** received from Cllr Mrs Lyward, S Tollett and S Turner.

**19/27 Item 4 Disclosures of Interests**. There were none.

**19/28 Item 5 It was resolved to** approve and sign the minutes of the 14th January 2019 meeting.

**Matters requiring a decision by the Council**

**19/29 Item 6 Allotments Committee.** It was resolved to approve the updated Allotment Rules.

**19/30 Item 7 Tree Works at Pear Tree Marsh.** It was resolved to approve GSH Tree Surgery for tree works for a cost not to exceed £1610 subject to consents.

**19/31 Item 8 Open Spaces Committee.** The draft minutes of the meeting held on the 11th February 2019 were noted. I**t was resolved** **to approve all of the recommendations as follows:**

* Item 5 Clerk to contact the Housing Association in Winchelsea about a formal entrance to the field for a footpath;
* Item 6 Clerk to request kerbside glass collections in Winchelsea;
* Item 8 IdVerde approved as the main outdoor maintenance contractor at a cost of £6,869.83 plus VAT for three years, fixed price for years one and two and RPI increase on year three, plus Mr M Saunters at a cost of £3,600 per year fixed for three years for the small outdoor grounds maintenance works, Clerk to stipulate that any cuts not completed in each season are carried forward to the next year and that sports fixtures are given to the contractors;
* Item 10 to take part in the Great British Spring Clean 2019;
* Item 14 Clerk to purchase and install a defibrillator at the Harbour Field Pavilion at a cost not to exceed £2,000;
* Item 15 all councillors to attend ward walks.

**19/32 Item 9 Winchelsea Beach Bus Shelter Feasibility Study.** It was resolved to proceed with a feasibility study at a cost of approximately £500 plus VAT.

**19/33 Item 10 Request from Rye Bay FC to hold their annual presentation day on Sunday 30th June 2019.** It was resolved to approve the request subject to the usual conditions and that parking is behind the pavilion (sea end) only.

**19/34 Item 11The Lookout, Winchelsea.** It was resolved to confirm the Council’s commitment to contributing to the maintenance of the Lookout and to add it to the asset register (not owned but maintained.)

**19/35 Item 12 The Council’s Annual Report**. It was resolvedto approve the report subject to the items in the email from Cllr Mrs Merricks being taken into account. The Chairman was thanked for comprehensive report.

**19/36 Item 13 The Planning Committee minutes** were noted. The recommendation from the committee was corrected; should read ‘request for council to consider signage on Monks Walk, German Street Winchelsea.’ It was agreed to defer the matter until permission received for an entrance into Jubilee Field, see item 8.5 above.

**19/37 Item 14 Financial Matters. It was resolved to approve:**

1. **Receipts and payments** report for the months ending 28th February 2019;
2. **Items for payment** in March 2019. Items paid since the last meeting were noted. A list of payments for January/February 2019 were authorised totalling £11,139.08 represented by bank transfers T/740 to T/755 sequentially totalling £9,134.25 plus three direct debits totalling £1,674.83, one cheque for £100 and one standing order totalling £230. A list of payments for March 2019 were authorised totalling £4,076.34 represented by bank transfers T/756 to T/765 totalling £3,588.84 plus one direct debit totalling £66.92, one standing order for £230 and three cheques to BT totalling £257.50. January and February 2019 receipts totalled £1,578.80. Please note that this is different to the list presented at the meeting as the BT payments cannot be made by bank transfer but by cheques and a payment to Viking Office supplies was missed off the list but all included in the total. The list has been amended.
3. **The donation of £7,500** from Baxall Construction Ltd.For use of the Rye Harbour car park was noted with thanks.

The Clerk was asked to provide a breakdown of pensions payments made this financial year.

**Matters for Information or Noting**

**19/38 Item 15 The** **draft Staffing Committee** minutes of the 28th January 2019 were noted.

**19/39 Item 16 Programme of Works** until the end of February 2019; the report was noted and the Clerk was asked not to remove the Icklesham Football fencing item. Updates; the Winchelsea heritage bins and the Icklesham recreation ground bin have been installed; the Smeatons Lane sign has been installed and the contractor is meeting Cllr Mrs Stanford this week about the fingerpost installation.

**19/40 Item 17 Correspondence** – noted as listed in the agenda..

**19/41 Item 18 Reports of Councillors and Officers on Outside Bodies and Attending Events**.

None.

**19/42 Item 19 Future meetings or events**. The Chairman will attend the Annual General Meeting of the Rye Partnership this week.

**19/43 Item 20 Date and venue for next meeting**. The next full council meeting (Annual Meeting) is confirmed as Monday 13th May 2019 at the Winchelsea Beach Community Hall commencing at 7:15pm. *The Annual Parish Meeting is on Monday 25th March 2019, 7.30pm at the Icklesham Memorial Hall.*

Meeting closed at 19.45 Signed: Dated: