**UDIMORE PARISH COUNCIL**

Minutes of the Council Meeting held on

Wednesday 16th September at 6.30 (note the meeting was held virtually using the ZOOM platform).

**Present:** Cllr. G. Quinnell (chair), Cllr. G. Rothery, Cllr. L Wheeler, Cllr C Maynard (County), R Franklin(clerk) and 2 members of the public.

1. **Apologies for absence:** S Hart, R Muir
2. **Declarations of interest:** None
3. **Minutes:** Minutes from the 19th August were approved as a correct record of the meeting.
4. **Reports from District and County councillors:** Cllr. Maynard reported that County continued to work to protect shielded vulnerable people and thanked both the PC and volunteers for their help. The Highways Department have continued to carry out patching services and are spending £1.5m on this and surface dressing. There is a major project at Fairlight which is costing £1.2m. They are still having to play ‘catch-up’ following last winter and there is not enough money to repair all the road problems.

From Rother the Council has done well to distribute all the government funding to help businesses. It will be a shame to lose Tony Leonard who leaves at the end of this month. Over 30 staff have left since the end of May.

1. **Public question procedure:** It was agreed to continue with the procedure where the meeting can be paused for members of the public to ask questions. The meeting was paused:-

A member of the public asked what was going to be done about the pothole outside her house and other such potholes.

Cllr Maynard replied that the Highways Steward (James Kelly) visited approximately every 6 weeks to assess potholes but if he was given the address, he would make it a priority to inspect the pothole.

The meeting resumed:

1. **Correspondence to the Clerk:** It was noted that Cllr S. Hart (now Member of Parliament) had resigned. *Action clerk to issue vacancy notice and add details of the vacancy to the newsletter*

A renewal quotation has been received for the council's insurance and the council resolved to accept this. (see payment schedule).

1. **Grant procedure:** It was noted that the council did not have a formal grant procedure. *Action, clerk to produce a procedure for approval at the next meeting.*
2. **Updating of Website and Village Facebook page;** It was agreed that Cllr Quinnell would update the village Facebook page and the clerk would look at updating the website and obtaining access rights for Cllr Rothery.
3. **General Data Protection Regulations: (GDPR):** The problems around GDPR were discussed and the council resolved to move to a cloud-based system provided by Uniserve using office 365. *Clerk to action.*
4. **Speeding and traffic control:** It was agreed that more data is required. *Action, clerk to speak to Rye to see if they would loan (hire) their traffic speed monitor.*

It was agreed to discuss with highways what speed monitors/indicators are available.

It was noted that Rye is a popular destination for motor cyclist who pass through the parish and are often both exceeding the speed limit and extremely noisy. Rye town council are happy with the motorcycles arriving as they provide business for the town.

Police do not seem to enforce noise excess from motorcycles.

1. **Grass cutting:** It was resolved to continue with the current grass cutting arrangements
2. **Playground inspections;** It was resolved to continue with the current playground inspection procedures.
3. **Items for the newsletter:** It was resolved to produce the newsletter with a sign on the back, reminding visitors to respect the speed limit and to laminate the letter so that it could be displayed outside resident's homes.

It was agreed the newsletter should contain an update on the speeding situation, an apology for holding virtual meetings, the Council vacancy, Rye Mutual Aid, and be a similar layout as before.

1. **Planning matters:**

**14.1 To note the following applications:** There were none.

**14.2 To respond to the new proposals from Government on planning.** It was agreed to further study the document before responding.

1. **Financial matters:**

**15.1 Agree and sign the AGAR part 2(Certificate of Exemption)**. Agreed and signed

**15.2 To agree the bi-monthly statement of accounts (budget against receipts and payments and bank reconciliation)** Due to the need to change the bank details the RFO was unable to providethis.

The meeting paused due to a loss of internet connection and was continued with Cllrs Quinney and Wheeler attending by phone.

**15.3 To consider the schedule of payments:**

Payment schedule

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Payee | Net | Vat | Gross | Cheque  | notes |
| BHIB ins. | £215.18 |  | £215.18 | 667 | From 20/9 |
| PFK Littlejohn | £40.00 | £8.00 | £48.00 | 668 | AGAR -Late submission |
| K Robertson | £130.00 |  | £130 | 669 | Last year's audit |
| Village hall hire | £72.00 |  | £72.00 | 670 |  |
| clerk | 41.54 | 5.44 | 46.98 | 671 | Exp. Sept. |

**15.3.1 To note the following schedule of receipts:** Bank interest, not provided until bank details are obtained by RFO.

**15.4 To complete change of bank details form**. It was agreed that the form would be completed, scanned and returned to the clerk.

**15.5 To consider moving to internet banking:** It was resolved to move to internet banking. *Action RFO.*

1. **Budget and precept for next year:** It was agreed that the RFO would produce the budget at the November meeting for discussion and approval prior to the January submission date. It should include additional amounts for the new GDPR system and an additional overall increase of approximately 2%.
2. **Date of next meeting:** Wednesday 18th November 2020 @6.30pm