Minutes of the Council meeting held on:

**Wednesday 18th November 2020 at 6.30pm**

(note the meeting was held virtually using Microsoft Teams)

**Present: Cllr.** G. Quinnell (Chair), Cllr. G. Rothery, Cllr. L. Wheeler, Cllr. R. Mair, Cllr. J. Johnson (District), R. Franklin (Clerk), Mr. A Hart.

There were 2 members of the public present.

1. **Apologies for Absence:**

Cllr. G. Maynard (unable to gain access).

1. **Declarations of Interest:**

There were none.

1. **Co-option of New Councillor:**

There was an application from Mr. Adam Hart and the Council voted unanimously to co-opt him, proposed by Cllr. Rothery and seconded by Cllr. Wheeler. As this was a virtual meeting, the Acceptance of Office Form and Declaration of Interest Form is to be emailed to him for signing.

The Council welcomed Cllr. Hart to the meeting.

1. **Adoption of Minutes from the previous meeting.**

It was agreed that the Minutes from the meeting on 16th September 2020 should be approved as a correct record of the meeting.

1. **Reports from County and District Councillors.**

Cllr. Johnson reported on behalf of Cllr. Maynard that he had informed the Highways Dept of the problems from the last meeting and that the Covid-19 update had been distributed.

1. **Traffic.**
2. Traffic Calming. The Chair stated that he had contacted nearby Councils to see if they wished to share a Black Cat recording machine, and none had so far responded. It was suggested that village gates could be placed at the entrances to the Villages. It was noted that cars were travelling too fast and losing control – there had been at least eight accidents in the last year. It was resolved to investigate gates and their placement and to consider requesting a Highways survey for other suggestions to remedy this.
3. Potholes. Cllr. Maynard has reported them, and a Highways van has been seen in the vicinity.
4. Noise. It was felt that this should be left on hold until a reliable noise measuring device can be developed.
5. **Speeding**. The Council resolved that two speed checks should be carried out within the Parish in the Spring of 2021. It was suggested that the speed limit should change to 40mph between Brede and Rye.
6. **Financial Regulations.**

The Council resolved to adopt the latest edition of the Financial Regulations for 2020 that had been adapted for Udimore Parish Council.

1. **Standing Orders.**

The Council resolved to adopt the latest edition of the Standing Orders for 2020 that had been adapted for Udimore Parish Council.

1. **Risk Assessment.**

The Council resolved to adopt the Risk Assessment dated 18th October 2020.

1. **Financial Audit Report.**

Council noted that this was a disappointing repor, and the Clerk was tasked with rectifying the errors and processes by the next year end.

1. **AGAR for Financial Year 2019/20.**

Council approved the AGAR for 2020 which was signed by the Chair and will be displayed on the Notice Board and on the website.

1. **ILCA Training Course.**

Council agreed the Clerk would take the ILCA training course.

1. **Planning.**
2. **Appeals**. It was noted an appeal for Newmans had been lodged with the Secretary of State.
3. **RR/2019/598/B Lilac Cottage.** Council agreed to support approval.
4. **RR/2020/1672/P Travelers Site.** The Council did not feel it was in a position to comment on this.
5. **Financial Reports.**
6. **Payment Schedule.**

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| **PAYEE** | **NET** | **VAT** | **GROSS** | **CHEQUE** | **Notes** |
| **Clerk** | **£960.25** | **5.93** | **966.18** | **000672** | **See below** |
| **Uniserve (South East**) | **£267.70** | **£53.54** | **£321.24** | **000673**  **000674** |  |
| **K. Robertson** | **£181.00** |  | **£181.00** | **000675** | **2019/20 Audit.** |

Note: Payment to the Clerk included expenses of £78.58and amount due to HMRC which will be paid by the Clerk personally by Bank Transfer.

Council resolved to accept these payments.

1. **Bank Statements.** Council resolved to accept the statements dated August, September and October. The statement for November had not yet been received by the Clerk.
2. **Bank Reconciliation.** Council resolved to accept the Bank Reconciliation, which was dated 13th October 2020.
3. **CIL.** Council resolved to transfer the CIL Reserves (£9.295.56) to the Deposit Account.
4. **Budget.** The RFO presented a proposed Budget of £7,870 to the Council, and it was agreed to finalise this at the January meeting.
5. **Playground.**

It was agreed that the Playground should be inspected by a RoSPA accredited Inspector. If any remedial work is required, it should be closed until the work has been completed. The Clerk is requested to investigate the possibility of Grants to improve the Playground, and the Chair to request via Facebook the residents’ opinions on the Playground and it’s use.

1. **Correspondence to the Clerk.**

None.

1. **Date of Next Meeting.**

20th January 2021.

1. **Meeting closed at 8.40pm.**