



Sedlescombe Parish Council

Minutes of the **FULL COUNCIL** Meeting

held on Tuesday 26th September 2017 in Committee Room 2 of Sedlescombe Village Hall

Present:

Cllr. Jonathan Vine-Hall (Chairman)	Cllr. Roy Chapman	2 Members of the public
Cllr. Pauline Glew (Vice-Chair)	Cllr. Lindsay Fraser	
Cllr. Peter Anson	Mrs Carol Hodgson (Clerk/RFO)	
Cllr. Michelle Brister	Mrs Susan Walton (Chief Executive of Pestalozzi International Village)	

The following were invited to provide reports prior to the meeting:

County Councillor Carl Maynard: Not in attendance and no report received.

District Councillor Tony Ganly: Sent advanced apologies.

Mrs Susan Walton (Chief Executive of Pestalozzi International Village): In attendance and sent in the following report:

We now have visas issued for all our new students and all bar one have arrived in Sedlescombe. We had a number of visa-related issues again this year. One student was denied a visa because UKVI did not think that her mother was her mother and wanted DNA tests. We appealed that decision and with Huw Merrimen's help got it overturned. Another was denied a visa because UKVI thought the documents that Pestalozzi had issued were forgeries! When I persuaded them that I had indeed written the letters we managed to get that decision overturned too.

All our new students are attending Claremont Sixth Form in Bodiam.

A Pestalozzi Team will be competing in the quiz night in the Village Hall on Friday. So far we are 5 people so if anyone wants to join us to make up the 6 they would be very welcome.

We have our own Pestalozzi International Quiz Night coming up on Thursday 16th November. This was great fun last year and we would welcome participation by a Parish Council Team.

The sale of West Lodge finally went through. The new owners are renewing the boundary fences and putting in a new wall to the boundary with Ladybird Lane.

We have been having a few problems again with parking on Ladybird Lane by visitors to the Football events. There is often ample parking on the car park but they still choose to park on the verges which are getting a bit messy now with the wet weather.

Mrs Caroline Harvey (Head of Sedlescombe Primary School): Sent advanced apologies

Item	Agenda Item	
C17/105	Apologies Apologies received from Cllr. Waters, Cllr. Matthews, District Cllr. Tony Ganly and Mrs Caroline Harvey (Head of Sedlescombe Primary School).	
C17/106	Interests in accordance with 2012 Code of Conduct 1. To receive new written requests for dispensation. 2. No new requests were received. To receive councillors' declarations of interest regarding matters on the agenda. There were no declarations of interest regarding matters on the agenda received.	
C17/107	Public participation session re matters on the Agenda at the Chairman's discretion. The Chairman invited members of the public to speak. Mr. Phipps was attending to answer any questions in relation to his planning application. No other comments were received.	
C17/108	To approve the minutes of the Council Meeting on 15th August 2017 RESOLVED: That the Chairman is authorised to sign the Minutes of the meeting held on 15th August 2017.	
C17/109	Planning 1. To consider responses to planning applications. a. <u>RR/2017/1987/P</u> - Cressenden, Sandrock Hill, Sedlescombe TN33 0QR Side extension to dwelling with raised ridge height and dormers. Cllr. Vine-Hall reported. RESOLVED: Parish Council has no objections to this planning proposal and supports approval. b. <u>RR/2017/1739/L</u> - Strawberry Hill Farm, Poppinghole Lane, Sedlescombe TN32 5QY Replacement of 4 existing external doors with handmade bespoke English oak doors. Cllr. Chapman RESOLVED: Parish Council has no objections to this planning proposal and supports approval. c. <u>RR/2017/1737/O</u> - Inkpen Cottage, Poppinghole Lane, Sedlescombe TN32 5QY Certificate for Existing Lawful Use as a single dwelling house.	

	<p>The planning decision had already been made.</p> <p>Outcome: REFUSED as per decision notice dated 26-Sep-17</p> <p>2. To receive advice of decisions on previous applications.</p> <p>a. RR/2017/1385/T - 12 Orchard Way, Sedlescombe TN33 ORD T1 Oak - Lift to 6m, thin crown by approx. 20% & reduce overhang to property Outcome: NO OBJECTION as per decision not 3-Aug-17 Noted</p> <p>b. RR/2017/1742/P - Chittlebirch Oast, Cripps Corner, Sedlescombe TN32 5SA Single storey extension. Outcome: APPROVED CONDITIONAL as per decision notice 14-Sep-17 Noted</p> <p>c. RR/2017/1744/P - 1 The Old Tanyard, Sedlescombe TN33 0FJ Double garage and log store. Outcome: APPROVED CONDITIONAL as per decision notice 12-Sep-17 Noted</p>	
C17/110	<p>Casual Vacancy</p> <p>1. To review the 'Policy for filling Casual Vacancies on Sedlescombe Parish Council'. The current policy was last updated in September 2010. Members had been circulated a copy of a proposed update. RESOLVED: To adopt the updated policy for 'Filling Casual Vacancies on Sedlescombe Parish Council'</p> <p>2. To receive an update on the Casual Vacancy. Since the last PC Meeting in August Cllr. Debra Veitch had submitted her resignation due to personal commitments. Cllr. Vine-Hall thanked Cllr. Veitch for all the work she had done. As a statutory requirement in accordance with Section 87(2) of the Local Government Act 1972, notice had been given to Rother DC of the Casual Vacancy. The 14 day period for 10 electors from the Parish to give notice in writing to the Returning Officer to request an Election had now passed and there had been no demand for a poll to fill the vacancy. Parish Council could now start the co-option process. RESOLVED: To advertise the Casual Vacancies on Parish Council's website, the notice board and Sedlescombe Jobs Network Facebook page.</p>	
	<p>To resolve: To defer the following item to the end of the meeting and to move the following resolution: 'That in view of the confidential nature of the business about to be transacted it is advisable in the public interest that the Press and Public be temporarily excluded and they are instructed to withdraw in accordance with section 100A (2) and (4) of the LGA 1972'. RESOLVED: To defer the following item to the end of the meeting and exclude the press and public.</p>	
C17/111	<p>Staffing</p> <p>1. Temporary Clerk/RFO</p> <ul style="list-style-type: none"> To approve the appointment of a temporary Clerk/RFO Since the last meeting Ms. Annie Fennessy had resigned as the Clerk/RFO. RESOLVED: To note the resignation of the Clerk/RFO and to approve the appointment of Mrs. Carol Hodgson as Acting Clerk/RFO until a replacement is appointed. <p>2. To consider and agree arrangements for replacing the Parish Clerk / RFO. RESOLVED: To commence recruitment by advertising the post of Parish Clerk / RFO.</p>	
C17/112	<p>To consider response to 'Proposed changes to Rother's validation list for public consultation'. Members had been circulated details of the consultation prior to the meeting. RESOLVED: Parish Council had no comments to submit.</p>	
C17/113	<p>Neighbourhood Plan</p> <ul style="list-style-type: none"> To receive an update. Cllr. Vine-hall reported Parish Council had not heard from the Examiner Mr. Edward Cousins and no report had been issued as yet, though this was expected shortly as Mr. Cousins with Members of Rother DC and Sedlescombe Parish Council had undertaken site visits around 2 weeks ago. Following the outcome of the Judicial Review in relation to the Street Farm development Parish Council discussed the options to withdraw, leave as is or remove one of the policies from the SNP to reduce the housing numbers. RESOLVED: To write to the Examiner, Mr. Edward Cousins via Rother DC to request that Policy 4 (land at Church Hill Farm, north of the village) of the SNP which allocates 10-12 houses is deleted, subject to the allocations set out in Policies 2, 7 and 8 being accepted. 	

	(Parish Council has chosen this site as it was the next least favoured site at the Regulation 14 consultation and in its opinion would have the highest impact on the AONB of the remaining sites).	
C17/114	<p>Street Farm</p> <ul style="list-style-type: none"> To receive an update. Cllr. Vine-Hall reported that Parish Council's application for the Judicial Review of the Street Farm approved application, had not been granted by the High Court of Justice due to Rother DC's lack of a five year housing supply which it was judged to be entitled to attach significant weight to. The Parish Council was very disappointed with this outcome. Parish Council thanked and acknowledged the efforts by the Chairman and many residents in Sedlescombe who had been involved with stopping the unwanted development of Street Farm. <p>RESOLVED: At the advice of Parish Council's Solicitors, it will not request the decision to be reconsidered.</p> 	
C17/115	<p>Public Playing Field and Recreation Grounds</p> <ol style="list-style-type: none"> To receive the Playground Inspection Reports Members reviewed and noted comments. Riverside Playground <ol style="list-style-type: none"> To receive quotes for replacement of the agreed fencing Three quotes had been received for the replacement fencing. Tate Fencing - £3192.00, JW Fencing & Forestry £2350.00 and Danson Tree Care Ltd £2015.00. RESOLVED: The quote from Danson Tree Care Ltd was accepted subject to confirmation of cost at £2015.00 To receive quotes for replacement of agreed safety surface around the play equipment Cllr. Matthews was not available for an update. 	CH/ RC GM
C17/116	<p>Website</p> <ul style="list-style-type: none"> To review the current website provision The current Sedlescombe PC website holds a large volume of information, is time consuming to keep up to date with it's complex set-up using HTML, has security issues and is not mobile friendly. Due to new General Data Protection Regulations coming into force next May, Parish Council would also need to incorporate data changes into the website. Members discussed the 'Website development discussion document' produced by Cllr. Brister following feedback gathered. RESOLVED: Cllr. Brister to prepare a summary of website requirements as agreed to obtain quotes to build a new website with an annual maintenance contract provision from local companies for consideration at the November Full Council Meeting. 	MB
C17/117	<p>2018 Meeting and Annual Parish Assembly Dates</p> <ol style="list-style-type: none"> To set the dates, times and place of ordinary meetings of the Full Council and Finance Committee. RESOLVED: For 2018 Full Council meetings will be convened monthly on the 3rd Tuesday of each month in Sedlescombe Village Hall - Committee Room 2 starting at 7pm (this maybe later when following a Finance Committee Meeting) as follows: 16th January, 20th February, 13th March, (April to be agreed) 15th May, 19th June, 17th July, 21st August, 18th September, 16th October, 20th November and 18th December. For 2018 Finance Committee Meetings will be convened in Sedlescombe Village Hall - Committee Room 2 starting at 7pm as follows: 16th January, 15th May, 16th October and 18th December. To set the date for the Annual Parish Assembly. RESOLVED: The 2018 Annual Parish Assembly will be held on Wednesday 18th April 2018. 	CH CH
C17/118	<p>Parish Council bulletin</p> <ul style="list-style-type: none"> To discuss items for and timing of the next edition. A bulletin would be sent out in December. Items for inclusion would need to be received by The Clerk before the end of October. RESOLVED: To send out a bulletin for distribution at the beginning of December. 	ALL
C17/119	<p>Finance and Audit</p> <ol style="list-style-type: none"> To receive an update on MUGA hire for Tennis Coaching Cllr. Glew advised that she had been in contact with the Tennis Coach and all had now been agreed with the increased hire fees. To receive the monthly statement of accounts to <u>31-Aug-17</u> and <u>transactions</u> 	

	<p>RESOLVED: That the statement of accounts and transactions to 31st August 2017 were received.</p> <p>3. To receive the bank reconciliation to 31-Aug-17</p> <p>RESOLVED: That the bank reconciliation to 31st August 2017 was received.</p> <p>4. To approve and sign the following cheques:</p> <table border="0"> <tr> <td>a.</td> <td>G Burley & Sons Ltd</td> <td>Grounds Maintenance - May 17</td> <td>£ 265.00</td> <td></td> </tr> <tr> <td></td> <td></td> <td>Grounds Maintenance - June 17</td> <td>£ 265.00</td> <td></td> </tr> <tr> <td></td> <td></td> <td>Grounds Maintenance - July 17</td> <td>£ 265.00</td> <td>£ 795.00</td> </tr> <tr> <td>b.</td> <td>Sedlescombe V Hall</td> <td>August Room Hire</td> <td></td> <td>£ 10.00</td> </tr> <tr> <td>c.</td> <td>Mrs. A. Fennessy</td> <td>Salary July 2017</td> <td>£1031.74</td> <td></td> </tr> <tr> <td></td> <td></td> <td>Salary August 2017</td> <td>£ 892.57</td> <td></td> </tr> <tr> <td></td> <td></td> <td>Salary September 2017</td> <td>£ 678.20</td> <td></td> </tr> <tr> <td></td> <td></td> <td>Maintenance of Offices - Qtly pmt</td> <td>£ 50.00</td> <td></td> </tr> <tr> <td></td> <td></td> <td>Telephony & Broadband - Qtly pmt</td> <td>£ 33.00</td> <td>£2685.51</td> </tr> <tr> <td>d.</td> <td>RALC</td> <td>Annual subscription 2017/18</td> <td></td> <td>£ 35.00</td> </tr> <tr> <td>e.</td> <td>Rother DC</td> <td>Bulletin Printing</td> <td></td> <td>£ 267.00</td> </tr> <tr> <td>f.</td> <td>The Play Inspection Co</td> <td>Annual Play Area Inspection (not issued Aug17)</td> <td></td> <td>£ 78.00</td> </tr> <tr> <td>g.</td> <td>R.R. & C White</td> <td>RBF: Mow, Bale and Clear</td> <td></td> <td>£ 450.00</td> </tr> <tr> <td>h.</td> <td>Came and Company</td> <td>Annual Insurance</td> <td></td> <td>£1035.96</td> </tr> <tr> <td>i.</td> <td>HMRC</td> <td>QE Sep17</td> <td></td> <td>£1182.33</td> </tr> <tr> <td>j.</td> <td>Rother DC</td> <td>JR Defendants Costs</td> <td></td> <td>£2940.00</td> </tr> <tr> <td>k.</td> <td>Mrs. C. Hodgson</td> <td>HMRC QE Jun17</td> <td>£697.46</td> <td></td> </tr> <tr> <td></td> <td></td> <td>Salary – September 17</td> <td>£989.37</td> <td></td> </tr> <tr> <td></td> <td></td> <td>ICO</td> <td>£ 35.00</td> <td>£1721.83</td> </tr> </table> <p>RESOLVED: All cheques were approved for payment.</p> <p>5. To authorise a bank transfer to repay PWLB Loan Number: 501622. RESOLVED: To repay the outstanding balance on PWLB Loan Number: 501622 including accrued interest by bank transfer amounting to £5,406.95.</p> <p>6. To ratify a decision made for items not previously advertised. To authorise the following cheques for payment: -</p> <ul style="list-style-type: none"> • Surrey Hills Solicitors – Professional Charges for Judicial Review - £5197.20. Reason: To meet supplier terms. • Professional Administration - Audio typing - £78.28. Reason: To meeting supplier terms. <p>RESOLVED: The decision taken on 15th August 2017 to authorise payments to Surrey Hills Solicitors for Professional Charges for Judicial Review at £5197.20 to meet supplier terms and Professional Administration for Audio typing at £78.28 to meeting supplier terms was ratified.</p>	a.	G Burley & Sons Ltd	Grounds Maintenance - May 17	£ 265.00				Grounds Maintenance - June 17	£ 265.00				Grounds Maintenance - July 17	£ 265.00	£ 795.00	b.	Sedlescombe V Hall	August Room Hire		£ 10.00	c.	Mrs. A. Fennessy	Salary July 2017	£1031.74				Salary August 2017	£ 892.57				Salary September 2017	£ 678.20				Maintenance of Offices - Qtly pmt	£ 50.00				Telephony & Broadband - Qtly pmt	£ 33.00	£2685.51	d.	RALC	Annual subscription 2017/18		£ 35.00	e.	Rother DC	Bulletin Printing		£ 267.00	f.	The Play Inspection Co	Annual Play Area Inspection (not issued Aug17)		£ 78.00	g.	R.R. & C White	RBF: Mow, Bale and Clear		£ 450.00	h.	Came and Company	Annual Insurance		£1035.96	i.	HMRC	QE Sep17		£1182.33	j.	Rother DC	JR Defendants Costs		£2940.00	k.	Mrs. C. Hodgson	HMRC QE Jun17	£697.46				Salary – September 17	£989.37				ICO	£ 35.00	£1721.83	
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<p>C17/120</p> <p>1.</p>	<p>Reports, Correspondence, Questions and Future agenda items</p> <p>a. Red Barn Field Cllr. Glew reported that a grant request towards purchasing a strimmer had been refused. The Red Barn Working Committee were looking at other grants available. Cllr. Brister offered to donate her Strimmer if it would be of use.</p> <p>b. Speed Watch (including Speed Watch sign) Cllr. Waters had sent in the following report: We had 2 sessions today, Thursday 21st September. Session 1: 31 vehicles will be reported. Session 2: 39 vehicles will be reported. Following discussions with 2 independent residents at the North end of the village, I hope to set up a late afternoon session. Both residents expressed concerns over the speed of motorists returning from work. Recruitment of volunteers is proving to be difficult - 1 new member joined 2 months ago, but 2 existing members have not answered e-mails requesting help. Price of the sign showing the number of reported motorists is still awaited.</p> <p>c. Youth Club There were no reports or updates received.</p> <p>d. Sports Pavilion and Playing Field Cllrs. Anson and Chapman had carried out the annual inspection of the Sports Pavilion. Reviewing last years schedule of works some of the redecoration work and minor work had been completed. The outside of the Pavilion had been painted but the posts outside were in need of urgent repair. The Sedlescombe Sports Association was also due to provide Parish Council with evidence of the current years certificates for Insurance, Fire Alarm, Electrical, PAT test for electrical appliances and Legionella testing. Parish Council was concerned with the current management of the Sports Pavilion. Cllr. Anson</p>																																																																																																

	<p>will organise a meeting between Parish Council and the Sports Club representatives for Football and Cricket.</p> <p>e. Sedlescombe Jobs Network Cllr. Brister had no current updates to report.</p> <p>f. Sedlescombe Village Hall Car Park Cllr. Anson had met with Isobel Fisher - Secretary to Sedlescombe Village Hall Committee to discuss the Trustees current lease. A number of issues had been raised which would need to seek legal advice and guidance from SSALC.</p> <p>2. Reform of data protection legislation - General Data Protection Regulation & Data Protection Bill Members had been circulate the latest NALC Legal Briefing on the reform of data protection legislation - General Data Protection Regulation and Data Protection Bill - which will come into force 25th May 2018. A schedule of requirements to ensure Parish Council becomes compliant before the 25th May 2018 would be prepared for the next meeting.</p>	<p>PA</p> <p>CH</p>
	<p>Confidential Information - Exclusion Of Press And Public. If the Parish Council decides to exclude the Press and Public for any items on the agenda it will be necessary to pass the following resolution: To move the following resolution: 'That in view of the confidential nature of the business about to be transacted it is advisable in the public interest that the Press and Public be temporarily excluded and they are instructed to withdraw in accordance with section 100A (2) and (4) of the LGA 1972'.</p>	
	<p>There being no further business the meeting closed at 21:15</p>	

Chairman.....

Date.....