



Sedlescombe Parish Council

Minutes of the Meeting of the Parish Council
on Wednesday 11th May 2022 at 19:00 Sedlescombe Village Hall

Annual Council Meeting Minutes

CLRs Present:

Roy Chapman (RC), D Caney (DC), Jackie Saull-Hunt(JSH); Beverley Coupar (BC); Sally Sidgwick (SS); Nikki Moore; Parish and District Cllr. Jonathan Vine-Hall (Chairman of the Parish Council) (JVH).
Mrs Jackie Scarff (JS) (Clerk/RFO) - attended virtually due to illness

Item	Agenda Item (C22.)	
1	<p>The Vice Chairman to take the chair and announce first business to be the election of Chairman of the council for the year.</p> <p>DC took the chair to ask for nominations for chairman for the forthcoming year. SS nominated JVH, BC seconded. All agreed. Resolved that JVH become chair for the forthcoming year.</p>	
2	<p>The Chairman to read and sign the declaration of acceptance of office.</p> <p>DC proposed that the declaration of acceptance of office be signed at a later date, BC seconded. All agreed. Resolved that due to the clerks absence the declaration of acceptance of office can be signed at a later date.</p>	
3	<p>The Chairman to take the chair and announce the election of Vice Chairman of the council for the year.</p> <p>JVH asked for nominations for Vice Chairman for the forthcoming year. JVH nominated PG, JSH seconded. All agreed. Resolved that PG become Vice Chair for the forthcoming year.</p>	
4	<p>The Vice Chairman to read and sign the declaration of acceptance of office.</p> <p>DC proposed that the declaration of acceptance of office be signed at a later date, BC seconded. All agreed. Resolved that due to the clerks absence the declaration of acceptance of office can be signed at a later date.</p>	
5	<p>To receive and accept Apologies (LGA 1972 s85)</p> <p>Apologies were received and accepted from PG for personal reasons. County Cllr C Maynard sent apologies due to a clash with another parish council meeting.</p>	
6	<p>Interests in accordance with the Localism Act 2011 and the Council's Code of Conduct To receive councillors' declarations of interest regarding matters on the agenda and consider any written requests for dispensation as a result. Any changes to register of interests should be notified to the clerk.</p> <p>JVH declared an interest in item 22 as the Chairman of the District Planning Authority, and a pecuniary interest as the applicant for RR/2022/840 he chaired the meeting but did not take part in the decisions. All cllrs declared a personal declaration in the second planning item.</p>	
7	<p>To receive the minutes of the previous meeting held on 12th April 2022, to approve these minutes and authorise the chairman to sign them as a correct record.</p> <p>Resolved that the chairman sign the minutes as presented as a true record.</p>	
8	<p>In accordance with the Standing orders to receive for adoption the updated Standing orders, Financial Regulations and Risk assessment.</p> <p>Resolved that the Standing Orders, Financial Regulations and Risk Assessments be adopted for the forthcoming year.</p>	
9	<p>To receive for approval the council's scheme of delegation.</p> <p>Resolved that the scheme of delegation be adopted as presented.</p>	
10	<p>To agree the arrangements for insurance in respect of all insurable risks.</p> <p>Resolved that the arrangement be agreed as per the briefing note.</p>	
11	<p>To consider nominations to existing committees.</p>	

	<p>Membership agreed at the meeting will include the Chairman and Vice-Chairman being ex-officio members of each Committee:</p> <p>Finance Executive Committee Planning Executive Committee Sedlescombe Sports Pavilion Executive Committee Red Barn Field Working Group STAG</p> <p>Any other Executive or Advisory Committee that the Parish Council agrees should be constituted for the coming year.</p> <p>To consider nominations to represent the Parish Council on outside bodies</p> <p>RALC ESALC Sedlescombe Village Hall</p> <p>Any other bodies that the Parish Council agrees they should have representation on.</p> <p>Resolved that the membership continue as last year with the exception of SS not attending planning committee meetings.</p>	
12	<p>To delegate to the relevant committees, a review of their terms of references.</p> <p>Resolved that each committee will review its terms of reference at their first meeting. Terms of reference will be presented at the following full council meeting for agreement.</p>	
13	<p>To determine the time and place of the meeting of the Council including the next annual meeting of the council.</p> <p>Resolved that the meetings be held as per the briefing note.</p>	
14	<p>To receive questions from members on reports from the District and County Councillors</p> <p>A report from CM had been circulated. There was a correction to the detail regarding ESCC deficit following information from RDC.</p>	
15	<p>Public participation session re matters on the Agenda at the Chairman's discretion.</p> <p>There were no members of the public.</p>	
51	<p>If the committee wishes to exclude the public for a particular agenda item, the following resolution must be passed:</p> <p>‘That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.’</p> <p>There was no requirement to pass this resolution.</p>	
16	<p>Sedlescombe Sports Pavilion and associated grounds.</p> <p>To receive any relevant updates.</p> <p>RC reported that the committee had decided to use the brown signs to highlight the pavilion in the first instance rather than buying a sign. Quotes are being sort for work on the carpark. JVH asked if the finances had come in on budget. RC confirmed that it was on budget at the end of the year. NM reported that there will be a key safe on the outside to help with the logistics of hiring the pavilion.</p>	
17	<p>Highway Matters</p> <p>To receive and update and agree any actions required.</p> <p>DC reported that the Black Cat Radar is currently mounted on the licenced pole outside the village hall recording traffic movements.</p> <p>ESCC Highways have been to the village twice to familiarise themselves against the plan from GTA Civils for the traffic calming project. The PC expect to receive a full assessment report from them in the next 10/12 weeks.</p> <p>BC reported that the planned speedwatch sessions did not take place.</p>	
18	<p>Riverside Playground</p> <p>To receive an update on the Playground Project and agree any actions required.</p> <p>BC reported that the project is on track and due to start in June we have received a schedule of works. The works would be weather dependent and the contractors have asked if they can use the tennis courts</p>	

	as hard standing in the event of the ground being soft. The clerk is awaiting a quote for matting to protect the grass which would need to be fenced off.	
19	<p>To review previous resolutions and agree any actions required</p> <p>The clerk had issued a briefing note with the latest update.</p> <p>An update on SE Water putting a new pipe through the ground at Riverside Playground. Land agents acting for the PC are currently discussing the value of the land with the SE Water Land agent, he is still awaiting confirmation of the specification of works. He is also waiting for confirmation that they are aware of the playground works and awaiting clarification of when SE Water will hand the land back.</p>	
20	<p>Finance and Audit</p> <p>i To receive the monthly statement of accounts to 30th April 2021 The reports were received and noted.</p> <p>ii To receive the bank reconciliation to 30th April 2021 The bank statements were received and it was noted that the balance in Unity Trust Bank as at 30th April was £78,523.97</p> <p>iii To present for approval the payments for the month. Resolved, The clerk should make the payments as presented. To receive the report from the internal auditor and agree any actions required. The clerk had circulated the report from the internal auditor, the cllrs were happy with the audit report.</p> <p>iiii To consider for approval the annual governance statement Resolved that the annual governance statement be approved as suggested by the internal auditor and presented to the council.</p> <p>v To consider for approval the accounting statement for the year ended 31st March 2022 in the Annual Governance and Accountability return. Resolved that the accounting statement for the year ended 31st March 2022 in the Annual Governance and Accountability return be approved as suggested by the internal auditor and presented to the council.</p> <p>vi To confirm the arranged direct debits and bank standing order payments. Resolved The direct debits and bank standing order payments be approved as presented.</p>	
21	<p>To consider a response to the following surveys</p> <p>High Weald AONB Management Plan Survey</p> <p>NALC Sector Finance Survey 2022</p> <p>Resolved that cllrs should email the clerk with any comments.</p>	
22	<p>Planning:</p> <p>To consider the following planning applications received and resolve to submit comments where appropriate.</p> <p>The Croft, 'Aurora', Hurst Lane, Sedlescombe Construction of a dwelling house and associated landscape and access works. RR/2020/2116/P Appeal Reference: APP/U1430/W/21/3285183 / 2788 Appeal Start Date: 20 April 2022</p> <p>A response to the planning inspector was agreed and is attached to the minutes.</p> <p>RR/2022/840/P</p> <p>Land at Beech Farm, Hawkhurst Road, Sedlescombe TN33 0QS Demolition of storage building and roadway. Construction of carbon negative live work unit, parking and restricted curtilage. Addition of landscape and biodiversity enhancements to the wider site and new access to the B2244. Stopping up of access to the northern boundary of the site.</p> <p>19:47 JVH had declared a pecuniary interest in this application, the role of chair was handed to DC and JVH left the room during the discussion. The other cllrs declared a personal interest as colleagues of the applicant.</p> <p>Resolved that the councillors would not comment on this application, but they agreed that they do</p>	

19:54	<p>support the development of carbon negative buildings that follow the AONB design guide. JVH rejoined the meeting</p> <p>RR/2022/826/P & RR/2022/827/L Barnes Farm, Poppinghole Lane, Sedlescombe TN32 5BN Erection of single storey extension. The cllrs resolved not to comment on this application.</p>	
23	<p>To discuss the removal of the Openreach pole on the green and agree any actions required. The clerk had sent a briefing note with the latest information. JVH explained the plan to resolve the issue. Resolved that the suggested plan is acceptable.</p>	
24	<p>Reports, Correspondence, Questions and Future agenda items not requiring decisions.</p> <ul style="list-style-type: none"> a) Red Barn Field b) Monthly Meeting with the PCSOs c) Sedlescombe Jobs Network - nothing to report. d) Any Other - PG had sent an update for the Jubilee arrangements. There was a discussion about the arrangements for the AA. There was a discussion about the tree to be planted for the Jubilee. It was agreed that a ceremonial planting would be followed by the tree being planted at the appropriate time of year. 	
25	<p>Date of next meeting. To note the date of the next meeting is the Finance Committee Meeting Tuesday 21st June 2022 at 7pm CR2.</p> <p>The meeting closed at 20:16.</p>	