

# Burwash Parish Council

Minutes of the Council Meeting

Held on the 11<sup>th</sup> October 2016, at 7.00pm in the Pavilion at Burwash Common

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## Present

Chair – David Vereker, Vice-Chair – Cllr McBride, Cllr Crabtree, Cllr Caulkin, Cllr Dixon, Cllr Durrant, Cllr Elmslie, Cllr Jenner, Cllr Kenny, Cllr Nash and Cllr Pope

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### 1. Apologies for Absence

Apologies received from Cllr Moore.

### 2. Disclosures of Interest

No declarations made.

### 3. Report from County and District Councillors

Cllr Barnes confirmed there may be a further £17 million of cuts were going to be required but this is likely to rise to £25 million with probably around 200 jobs going. This will mean services will need to be delivered in a very different way moving forward.

### 4. Accuracy of the minutes of the previous meeting

**RESOLVED** – minutes of the Council Meeting held on as a correct record of the proceedings:

- a. Parish Council held on 13/09/16

### 5. Correspondence to the Clerk

- a. Christmas Festival – The Brownies and Girl Guides Committee had sent a letter outlining their concerns of a Santa's Grotto being held at The Bear. It was confirmed that the Parish Council had no involvement with the night other than paying for the poster to be printed. The Council did not endorse the evening and councillors had two hats to wear but only when put as 'Cllr...' did this mean that it was in their role as a councillor. Individuals are involved in a range of activities within the Parish outside of their role as councillor. It is not in the Parish Council's remit to engage and adjudicate disagreements within the Parish however expressed concern that this situation had arisen and it was causing the Brownie and Girl Guides such concern as this is their main fundraiser. It was reiterated that both parties should meet to try and resolve the issue but the only support the Parish Council could offer is for the Brownies and Girl Guides to apply for a grant if they need it for 2017/18.
- b. The Parish Council received a letter from the school thanking them for their contribution to the School 'mud kitchen' and asked that someone from the Parish Council attend the opening ceremony if possible. The Clerk will confirm the date.
- c. Christmas Tree Festival – Councillors have agreed to take a tree again at £25.
- d. 18<sup>th</sup> Nov from Huw Merriman arranging a parish conference 18/11/16 10.00am to 12.00pm at Great Dixter House and Gardens in Northiam on 1) Access to reliable and effective broadband in rural and hard to reach areas and 2) The importance of wildflower meadows. Councillors to let the Clerk know if they wish to attend.
- e. It has been discovered that CCTV cameras on Shrub Lane were put up by Denton Homes for a traffic survey.

### 6. Finance (standing item)

- a. Bank balances at 30/09/16 are £43,583.69 in current account and £10,663.83 in the savings account.

- b. **RESOLVED** – to approve the following payments. The voting was unanimous.

Payment Schedule	Cheque No.	Amount
<b>Clerk Salary</b>	102070	£751.48
<b>HMRC</b>	102071	£22.75
<b>Play Inspection</b>	102072	£102.00
<b>Pet Waste Solutions</b>	102073	£95.33
<b>PKF External Auditors</b>	102074	£240.00
<b>Rother Hut Rent</b>	102075	£50.00
<b>Adam Watts - Payroll Aug/Sep/Oct</b>	102076	£45.00
<b>Love Burwash expenses bulbs etc.</b>	102077	£78.61
<b>Virus Protection</b>	102078	£37.73
<b>Insurance Payment</b>	102079	£1,439.08
<b>Office 365 Subscription and Clerks Phone</b>	102080	£97.99
<b>Lime tree replacement x2</b>	TBC	£780.00

- c. Budget monitor was received; earmarked reserves are at £32,596.44; Vice-Chair checked and signed the bank reconciliations.
- d. 6 month review on budget, current year to date expenditure and EOY position was received by all councillors with no further comments.
- e. Councillors to received first draft of budget and to give feedback to RFO.  
**RESOLVED** – Councillors accepted first draft of 2017/18 budget.
- f. Pension – Councillors were unable to resolve pension supplier to allow Clerk to meet 01/11/16 deadline.  
**RESOLVED** – for the Clerk to set up an EGM for the 17/10/16.

## 8. Planning Policies

Councillors reviewed the following items which were deferred from the September meeting:

- a. Request for review of approach to Change of Use applications  
**RESOLVED** – The Parish Council reconfirmed that The Parish Council is a statutory consultee on all planning applications submitted to Rother District Council (RDC). The Parish Council Planning Committee’s approach on all types of planning applications is each application is considered on their particular merits. Where the planning application proposes a change of use from commercial to residential, the Planning Committee adopts the same process in terms of considering the merits of the application but unless there is a compelling reason, other than financial gain, it will normally recommend to RDC that the application should be refused.
- b. Request from Sedlescombe Parish Council for Burwash to comment on application RR/2016/1837/P  
**RESOLVED** – Councillors decided that in this case they would not respond to this planning application. Any future requests will be dealt with on a case by case basis.

## 9. Housing Sites

Councillors to give updates on each of the below sites.

- a. Land NW Shrub Lane – The Parish Council recently met with the developers Denton Homes. The Parish Council offered no opinion on the proposal and made it clear that they were there to hear more detail on the development. A public consultation will be held on the 18/10/16 in the Parish Room from 3.30-7.30pm. All residents either for or against the application were asked to attend and give their feedback in letters.
- b. Hastoe – Councillors have had confirmation that Block B will now also be demolished. The Clerk had not further details but would post any new news onto the website.
- c. Rectory Court – Councillors are meeting with Amicus and Rother District Councillors and Officers to continue discussions regarding this site having received a letter from Amicus on the 13/09/16.

The Clerk reminded all councillors and members of the public that any new details the Parish Council received regarding these sites they would post when applicable to the website pages at <http://www.burwash.org/parish-council/burwash-parish-council.html> .

## 10. Traffic Report and Relining

The Clerk confirmed that having found the minutes from the East Sussex County Council (ESCC) meeting on the 21/09/16 in the draft minutes paragraph 37.3:

“RESOLVED (1) not to uphold the objections as set out in Appendix 3 of the report; and (2) to recommend to the Director of Communities, Economy and Transport that the Order be made as advertised.”

The Clerk will update councillors on any confirmed dates for the Order to be carried out.

## 11. Brown Signs and Village Map

Update report given that ESCC contractor has given a quote for the replacement of the brown signs at the eastern and western approaches to the village. Printers had also been identified and the location for the village tourist map:

- a. **RESOLVED** – to spend up to £2,000 of the earmarked funds on the erection of the Brown Signs at either end of the village.
- b. **RESOLVED** – to erect a village map near the bus shelter in the centre of the village within the £2,500 earmarked funds the Parish Council has committed.

## 12. Adopt a Lime Tree Scheme

Councillors looked at a scheme of local residents ‘adopting’ a lime tree and maintaining the area around it.

- a. **RESOLVED** – To start an ‘Adopt a Lime Tree’ scheme were residents with Lime Trees outside their houses would be given first refusal then others within the Parish could ‘adopt a tree’. Plaques would be put into the ground and costs will be looked into for next full council. Cllrs would also develop a ‘How to Look After Your Lime Tree’ guide.
- b. **RESOLVED** – To add ‘Best Kept Lime Tree’ into the Burwash in bloom categories.

## 13. Date of Next Meeting – Burwash Parish Full Council 08/11/16 at 7.00pm at the Parish Room (Internet Room), The Bear car park.