

# Burwash Parish Council

Minutes of the Council Meeting

Held on the 12<sup>th</sup> April, at 7.00pm in Burwash Pavilion, Burwash Common

Present

Chairman – Cllr Vereker, Vice-Chairman – Cllr McBride, Cllr Banks, Cllr Caulkin, Cllr Elmslie, Cllr Nash,  
Cllr Pope, Cllr Rowlinson

## 1. Apologies for Absence

Apologies for absence, the reason for which had been lodged with the Clerk, were received from Cllr Jenner, Cllr Crabtree and Cllr Durrant.

## 2. Disclosures of Interest

No declarations made.

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

**RESOLVED** – minutes of the Council Meeting held on 08/03/16 as a correct record of the proceedings.

## 4. Correspondence to the Clerk

- a. Letter received from Amicus agreeing to a meeting. District Cllr Kirby-Green has requested that the Parish and District councillors along with officers from Rother should all meet together. A meeting is being organised.
- b. Traffic survey was set up on the 11/04/16 Clerk will report back once the results have been confirmed.
- c. Non-domestic rates letter for the parish huts had been received from Rother District Council confirming that again be £0 between 01/04/16 and 01/04/17
- d. Reminder to councillors that the election of the Police and Crime Commissioner will take place on the 05/05/16

## 5. Finance (standing item)

- a. The Clerk reported on the bank balances at 29/02/16 as:
  - i. BPC deposit account £27,700.43
  - ii. BPC current account £10,661.17
  - iii. Estimated total amount of funds minus unpaid checks resolved in point 6.b. £33,154.97
- b. **RESOLVED** – to approve the following payments. The voting was unanimous.

Payment Schedule – For end of March 2016	Cheque No.	Amount
Pet Waste Solutions	101996	£48.00
Payroll	101997	£30.00
Clerk Salary	102000	£1,035.19
Clerk Phone	102001	£18.00
Rialtas Training	101995	£300.00
City Escapes	102004	£72.00

Payment Schedule – For April 2016	Cheque No.	Amount
Website - Extra Digital	101999	£456.00
Rent for hut	102003	£50.00
Medals for Queens 90th	102007	£400.00

## 6. Co-Option of Vacancy

Councillors to resolve the deadline for applications and when to co-opt for councillor vacancy. To date the Clerk had only received two confirmed applications.

**RESOLVED** – To agree the interview process at a proposed EGM and then the vote to take place at the AGM.

**RESOLVED** – To have all applications for potential applicants two weeks before the AGM.

## 7. Queens 90<sup>th</sup> Celebrations

An update was given that the lighting of the beacons at Swan Meadow would take place at 8.15pm with the presence of Vicar Epps, the Scouts, The British Legion with Cllr Jenner and Cllr Vereker doing the readings. A lighting would also take place at 9pm at Burwash Common but this is not organised by the Parish Council. Councillors noted their thanks to Cllr Nash for all her work.

**RESOLVED** – The expenditure of £400 for medals for all children in Burwash under 11

**RESOLVED** – Cllr Nash to meet with relevant parties in organising the Beacon lighting and medal presentation and to arrange marketing as appropriate. The handing out of medals would take place at the event at Swan Meadow on the 11<sup>th</sup> June.

## 8. Policies

**RESOLVED** – To change to Communications Policy to include required written documentation on public consultation as per the Governance and Accountability for Local Councils 2014. It was also clarified that members of the public are invited to ask questions in the 15 minutes at the beginning of the meeting. The Clerk reminded that the request for questions to be given to the Clerk within 24 hours of the full council is only to give time for any research into questions to enable an answer to be given where possible.

## 9. Format of Annual Parish Assembly and reviewed AGM agenda

**RESOLVED** – Councillors agreed the agenda of the AGM meeting May 2016

**RESOLVED** – For Clerk to submit article for local papers

**RESOLVED** – The format for Parish Assembly would not have talkers or speeches besides a brief welcome note from the Chairman. The Parish Stall shall show past current and proposed future projects along with a 'feedback' wall for members of the public to comment on. The Clerk would organise the event with support from Cllr Nash.

## 10. Community Speed Watch

Councillors were updated and this is now being pushed forward. There are already some volunteers and if councillors spoke to anyone who would be interested to direct them to Cllr Crabtree.

**RESOLVED** – To earmarked an extra £250 for Speedwatch for potential costs from police training and risk assessment plus 3 High Vis jackets.

## 11. Meeting with Highways

Written report update on recent meeting with Michael Higgs (MH) Road Safety Officer:

- a. Parking Review has now completed. It is likely relining will happen in August.
- b. Flashing Sign at Burwash Weald has been reported and a full review to see how it will be powered and if it does need to be moved. Further details to follow.
- c. MH will look into the placement of a few bollards on the junction of Goodsoal Lane and A265.

## 12. Date of Next Meeting – Burwash Parish Council AGM 10/05/16 at 7.00pm at the Parish Room (Internet Room), The Bear car park.