

# Burwash Parish Council

Minutes of the Council Meeting

Held on the 14<sup>th</sup> February 2017, at 7.00pm at The Pavilion, Burwash Common

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## Present

Chair – David Vereker, Vice-Chair – Cllr McBride, Cllr Caulkin, Cllr Dixon,  
Cllr Durrant, Cllr Moore, Cllr Nash and Cllr Pope

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### 1. Apologies for Absence

Apologies received and noted for Cllr Crabtree, Cllr Elmslie, Cllr Jenner, Cllr Kenny. Cllr Durrant arrived at the meeting at 7.30pm.

### 2. Disclosures of Interest

No declarations made.

### 3. Report from County and District Councillors

- a. County – Chasing East Sussex Highways for a date for the resurfacing and relining of the High Street. Serious issue now with potholes and loose stones. Council Tax rise is likely to be 5%.
- b. District – No date set when Rectory Court might start and was not mentioned at the Scrutiny Committee. Apparently, a constructive meeting between Amicus and RDC Officers with the new proposed plans. Parish Councillors have a date set to meet on the 14/03/17.

### 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 10/01/17.

### 5. Correspondence to the Clerk

- a. Fire Service – there will be an event on the 22/02/17 which Cllrs are encouraged to attend if they can. Cllrs have also been invited to meet with the fire service to discuss potential future working opportunities. Cllrs agree the Chair, Vice-Chair, Cllr Nash and the Clerk to have an initial meeting and to report back to full council.
- b. The Clerk had chased on the update of the relining and resurfacing but not had a reply.
- c. BT Phone boxes – Rother Called the Clerk to explain they can only request that the phone box is not closed due to the lack of coverage. It was explained that the Parish Council would look to adopt it if they chose still to decommission the phone box of and at potential options to keep a public phone in there.
- d. Clerk confirmed that the precept had been sent to Rother.
- e. Village hall asked if they can announce and thank for grant and Cllrs agreed to this.
- f. Right of Way – East Sussex have been informed of Council's resolution that the footpath at Boundary's Edge had been in use for over 20 years. Cllr s were requested to send any pictures of the gates or historic pictures to the Clerk or the original applicant.
- g. The PPG have requested that a 'drop in point' in the internet café for walking sticks and crutches people had from the NHS and no longer use. Cllrs supported this initiative.

### 6. Finance (standing item)

- a. Bank balances at 31/01/17 £34,992.63 in current account and £10,665.16 in the savings account.
- b. **RESOLVED** – to approve the following payments. The voting was unanimous. It must be noted that cheque no. 102113 was a retrospective resolution for a payment which had not been agreed at full council. This contravenes the financial regulations and it was noted that in the future any emergency payments must be made through the RFO. No

individual councillor can make decisions on spending money. Future monies spent in this way will not be reimbursed.

Payment Schedule	Cheque No.	Amount
Clerk Salary	102107	
Pet Waste Solutions	102108	£95.33
HMRC	102109	£22.75
Direct Fire	102110	£195.00
Clerks Expenses	102111	£18.00
Clerk to attend H&S training	102112	£96.00
Printer for Internet Room	102113	£94.96
Works at Downs Meadow	102114	£350.00
Viking Direct order for internet café	102115	£140.96

c. Budget monitor was received; earmarked reserves are at £32,158.88; Cllr Dixon checked and signed the bank reconciliations.

d. **RESOLVED** – budget virements for

- i. £350 from Hornbeam Maintenance to Downs Meadow
- ii. £150 from Hut Overheads to Internet cafe

#### 7. Update from Neighbourhood Plan (NP) Working Group

Cllrs had attended the first Rother NP forum and agreed this has been a positive experience. A meeting has been booked to discuss the progress to date with Rother.

**RESOLVED** – For working group to apply for grant to be signed.

#### 8. Asset Register

The Clerk is updating the register. All councillors requested to help and give feedback on any items by the end of February. Clerk highlighted the importance of assessing the quality and life span of items for budgeting for any potential replacements and managing risk on certain assets.

#### 9. Selection of Internal Auditor

**RESOLVED** – To select P. J. Consultants as the internal auditor for 2016/17. The Clerk will ensure that all necessary checks and criteria are met.

#### 10. Annual Parish Assembly

Councillors discussed the location and format of this year's assembly.

**RESOLVED**

- a. That the location be the village hall and date be the 18<sup>th</sup> May 2017.
- b. Cllr Nash and Cllr Durrant will work with the Clerk on the layout and format of the event.

#### 11. Request for funding

The Parish Council has been approached by the University of Chichester for funding towards an exhibition of works by Arthur Rackham at Batemans. The request is for £350, £150 towards frames and £200 for artists travel back and forth to Burwash over 5 days.

**RESOLVED** – In principal to give a grant £150 if this money goes to the local framers and the BPC have a presence in the catalogue and to get an understand the length and size of the exhibition.

#### 12. Love Burwash 25<sup>th</sup> March

A reminder to councillors to be available as support is needed to manage the volunteers.

**13. Date of Next Meeting** – Burwash Parish Full Council 14/03/17 at 7.00pm at the Parish Room