

Burwash Parish Council

Minutes of the Council Meeting

Held on the 12th January 2016, at 7.00pm in Parish Room (Internet Room),
The Bear car park

Present

Chairman – Cllr Cook, Vice-Chairman – Cllr Vereker, Cllr Banks, Cllr Crabtree, Cllr Elmslie, Cllr Jenner, Cllr McBride, Cllr Moore, 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 Caulkin.

2. Adjournment

- a. Cllr Rowlinson updated the Council on the matter regarding The Bell's application for a Lawful Development Certificate. As four years has elapsed they are now immune from enforcement action. However, due to the fact they have clearly misled Rother D/C and have indeed used the building as a single dwelling, despite the refusal of 'a change of use' the matter is now with the legal team and we wait on their reply.

3. Disclosures of Interest

No declarations made.

4. Correspondence received

- a. Flashing sign at Burwash Weald – It has been noted that the sign doesn't work. It is solar powered and faces into a hedge. Clerk will raise the issue with Highways.
- b. Beacon Lighting for the Queens 90th – Letter received asking if the Parish would be taking part. Cllr Nash has been speaking to Eddie Workman about this and confirmed that the Parish will be taking part.
- c. Concerns about speeding in the village – a resident had sent in a further letter concerned about the speeds which cars coming into the village on the main road from Etchingham way. The Clerk had replied explaining that there is ongoing work looking into possible actions the Parish Council could do but all decisions are made at County level. Rupert Clubb, Director of Communities, Economy and Transport at East Sussex County Council had written to the Parish Council in reply to their letter sent in Nov 2015 stating "The A265 through Burwash plays an important role in our strategic road network and as such a 20mph speed limit would not be appropriate." A request has also been sent by Mr Clubb to Sussex Safer Roads Partnership (SSRP) asking that they investigate whether a safety camera in the existing 30mph speed limit in Burwash would be appropriate and we are awaiting a reply. It was noted that boulders on that corner are missing so the Clerk will write to the Highways Agency to request they are replaced. Further work continues to address the speed of traffic through the village.
- d. Allotments – Cllr Vereker, Cllr McBride with the Clerk are arranging a meeting to discuss with Batemans a potential piece of land for allotments.
- e. Mobile Fish and Chip van – Julian Roff confirmed he would be hoping to start on the 12/01/16 in the village.
- f. Current Consultations – Clerk had received the information about the consultation on PCSOs and Libraries and will forward onto councillors.

5. Accuracy of the minutes of the previous meeting

To approve the Draft Minutes of the Council Meeting held on 10/11/15 as a correct record of the proceedings. Two amendments were made:

- a. The Love Burwash Day will be on the 19th not the 9th March

- b. Councillors resolved to change the sentence that Cllr Elmslie left ‘after’ not ‘during’ the discussion.

RESOLVED – agreed that the Draft Minutes of the Council Meeting held on 10/11/15 be confirmed as being an accurate record of the meeting with the changes.

6. Finance (standing item)

- a. The Clerk reported on the bank balances at 31/11/15 as per the bank reconciliation.
- i. BPC deposit account £32,677.11
 - ii. BPC current account £10,658.51
 - iii. Estimated total amount of funds minus unpaid checks resolved in point 5.b. £42,039.46
 - iv. Bank standing orders approved for Clerk’s Salary, Clerk’s Phone Expense and Pet Waste Solutions.
- b. **RESOLVED** – to approve the following payments. The voting was unanimous.

Payment Schedule	Cheque No.	Amount
Rural Rother Trust	101965	£250.00
City Escapes	101967	£55.30
Signs of Style	101968	£156.00
Downs Meadow	101969	£120.00
Fire Safety Check	101970	£54.36
Pet Waste Solutions	101971	£48.00
Clerk Salary	101972	
Clerk Expenses	101973	£18.00
Viking Direct	101974	£111.30

7. Budget 2016/17 Draft and General/Earmarked Reserves

Councillors given latest draft of 2016/17 budget subject to discussions around grants. RFO also showed reserves and general reserves.

RESOLVED – Councillors agreed that the precept for 2016/17 to remain at £35,712 and agreed to budget presented by RFO.

8. Opt Out or Into Sector Led Audit Procurement

Councillors to resolve to opt in or opt out of the Sector Led Body. The Sector Led Body option is expected to be far more cost effective in appointing an external auditor.

RESOLVED – Councillors agreed to opt into this scheme for the appointment of an external auditor. RFO will update councillors on any progress the Sector Led Body makes.

9. Appoint Internal Auditor

Councillors to resolve to appoint internal auditor for end of year audit.

RESOLVED – Councillors agreed to use Peter Frost from Peter J Consultants again.

10. Seat by Garstons

Councillors to resolve to repair in hardwood.

RESOLVED – Councillors agreed to spend £190+VAT to have the seat repaired in hardwood.

11. Dead Tree outside stores

Councillors to resolve to replace with a new tree.

RESOLVED – Councillors agreed to replace the new tree. Clerk to find a supplier before Spring.

12. Communications Policy

Councillors resolve to adopt the proposed policy.

RESOLVED – Councillors agreed the communications policy with no additional changes. Clerk will post the policy onto the Parish Council Website.

13. Neighbourhood Plan

Final count and feedback from community consultation resulted in 181 replies only two ‘No’. Clerk noted the majority of the replies were positive with people giving a detailed response and the general feeling of importance the respondents felt in having such a document in place.

RESOLVED – Councillors agreed to develop a Neighbourhood Plan (NP) in light of the proposed costings of no more than £10k (£8K of which will be from government grants) and the positive response from the local community consultation. A working group was agreed to include Cllr Banks, Cllr Elmslie, Cllr McBride and Cllr Moore. The working group would meet to discuss a proposal and timetable to move forward in developing the NP and bring back to full council to agree this process. The Clerk will also attend this session.

14. Love Burwash Day – March 2016

To discuss the March Love Burwash event.

RESOLVED – For Cllr Nash and Cook to work with the Clerk to set up web page, write articles in local mags and design posters to promote the 19th March event. The web page would also be developed into a wider ‘Parish Maintenance’ guidance for the community.

Cllr McBride and Durrant had to leave the meeting after this point.

15. AGM and Annual Assembly

Councillors to agree dates and discuss the preparation for the Annual Parish Assembly.

RESOLVED – Councillors agreed the AGM would be on the 10/05/16 in the Internet Room and the Parish Assembly on the 17/05/16 subject to availability of the Village Hall.

16. Date of Next Meeting – 09/02/16 at 7.00pm at the Pavilion, Burwash Common.