

Burwash Parish Council

Minutes of the Council Meeting

Held on the 13th June 2017, at 7.00pm in Parish Room (Internet Room),
The Bear Car Park, Burwash Pavilion

Present

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

1. Questions and Comments from the public

- a. It was noted that people who had offered to help on the Neighbourhood Plan had not been contact. Cllrs apologised and agreed to follow up to thank for the offers of help and reach out to those people when appropriate.
- b. Two members of the public raised their concerns about the proposed increase between the pollarding of trees. Having done their own research it was suggested that it should be done annually and to leave might cause root damage to the brick footpaths and reduce light into people's property. Cllrs thanked the individuals for their input and would take note of the comments when the item arose in the agenda.

2. Apologies for Absence

Apologies received and noted for Cllr Crabtree, Cllr Durrant, Cllr Jenner,

3. Disclosures of Interest

No declarations made.

4. Accuracy of the minutes of the previous meeting

RESOLVED – minutes of the AGM held on 10/05/17 as a correct record of the proceedings.

5. Finance (standing item)

- a. Bank balances at 30/05/16 are £38,268.07 in current account and £10,665.16 in the savings account.
- b. **RESOLVED** – to approve the following payments. The voting was unanimous.

Payment Schedule	Cheque No.	Amount
Food for Parish Assembly	102156	£60.00
Spy Alarms	102157	£267.60
HMRC	102158	£22.75
City Escapes	102159	£55.30
Clerk Expenses	102160	£41.36

- c. Budget monitor was received; earmarked reserves are at £36,710.44; Cllr Dixon checked and signed the bank reconciliations.

6. Earmarked Reserves

Councillors are asked to review the earmarked reserves for the following items and agreed the following items which did not exceed more than £2,500.

RESOLVED

- Grit Bins – to replace and address the surface area around the grit bin in Burwash Common and replace the grit pipe top of Spring Lane and the A265 for £500
- Noticeboard – additional payment for a larger board to house Burwash Map and Parish Council notices £400
- Internet Café – The clerk had spoken to UniServe who suggested that it might be more cost effective to put in a timetable to replace the older computers rather than spend money on them all to improve the RAM and hard drive which would not extend their usage. Cllr Elmslie will review and report back to Council on what would be more cost effective. It was also agreed that the remaining £350 WARR grant would be used to fund this rather than resolve any additional earmarked funds.
- War Memorial – Remaining funds of £1,600 to be allocated here.

7. Update on Rectory Court

Councillors reported a very productive meeting with Optivo (formerly Amicus Horizon). A new development is being proposed which Amicus wishes to put out to public consultation on the 29/06/17 between 3-6.30pm in the Parish Hut. Cllrs were urged to attend if they could.

RESOLVED – Councillors agreed to support Rother District Council's recommendation to support Optivo's Designated Protection Area (DPA) waiver request on all four of the shared ownership DPA on the shared ownership properties.

8. Update on Neighbourhood Plan Working Group

The NP Group has elected David Cowell as the new Chair for the group. In light of this Cllr McBride will be stepping down from her role on the steering group.

RESOLVED – Councillors were asked to resolve payment of invoice to the Consultant from the earmarked funds of £630 if the grant funds did not come through in the next couple of weeks. The grant is being regularly followed up to ensure prompt payment.

9. Noticeboard for Map and PC Notices

Councillors to approve the payment and chosen board.

RESOLVED – Councillors had already agreed to earmark additional funds to this project earlier on in the meeting and agreed on Cllr Moore's recommendation of a split Oak Board which would have one covered section and one open section. The Open section would display the new Burwash Map and the covered section of the board would be to display Parish Council poster for events and general information. The minutes would remain being displayed outside the Parish Office.

10. Health and Safety Policy

Councillors to approve the proposed H&S policy.

RESOLVED – Councillors approved the proposed policy.

11. Internet Resource Maintenance

Cllrs to agree expenditure on the electrics work based on the quotes received.

RESOLVED – The agreed work included:

- a. Re-installment of the exit signs
- b. Upgrade outside light to be movement sensor light
- c. PAT Testing of relevant equipment – agreed to do once every two years

It was not agreed to move the telephone lines from the Parish Office to the larger Parish Office on recommendation from the electrician who said this would offer no benefit in doing so. Cllrs agreed with his recommendation so the phone line will not move.

12. Parish Maintenance

Councillors discussed the way forward to deal with the maintenance within the Parish.

RESOLVED

- a. The Clerk would work with Cllr Moore to identify the areas within the Parish which needed maintaining including Hornbeam Meadow, the grass verge along the High Street, the grass outside the Parish Huts and the triangle at the junction of Vicarage Lane and Road. Recommendations would be draw up for full council
- b. Downs Meadow – Cllrs agreed to review the title deeds of Downs Meadow before making any further recommendations on the ongoing maintenance of the area and how to engage the local community for their input.
- c. The Clerk and Cllr Moore would also look into drawing up a ‘preferred suppliers’ list to uptake core maintenance and work on behalf of the Parish Council once any work had been resolved at full council. Once agreed this list would need to be review once every three years to ensure value for money was still being met.

13. Lime Trees Maintenance

Councillors discussed the regularity of pollarding the Lime Trees as per the recommendations of East Sussex Highways to only pollard the trees once every 3-5 years and took into the views expressed by resident at the beginning of the meeting.

RESOLVED – Due to the conflicting views and advise Cllr Caulkin would ask tree experts at Sheffield Park their view on the regularity of pollarding the trees. The head gardener at Batemans would also be asked to advise and the matter to come back to Council.

The Lime Tree adoption scheme has been a huge success. The Senior Asset Engineer at ESCC said it was a great idea and fully supported it. His only recommendation is to remove the ivy on tree 25. Cllr Nash has been overseeing the scheme and those who had adopted trees but didn’t want to look after them could have their trees reassigned as there was a waiting list f interested people.

RESOLVED – Have the ivy from tree 25 removed and inform the ‘adoptee’ this would be happening.

14. Burwash in Bloom

Councillors were reminded that the deadline for entries would be on the 19/06/17 and the judging would be on the 23/06/17. Cllrs expressed their thanks to the Rose and Crown, Batemans and The Bear for their support in sponsoring the different categories.

15. Councillor Surgeries

Councillors to receive feedback on the pilot scheme to hear that only one member of the public had attended any of the surgeries. Cllrs agreed to review the proposed surgeries at the end of the pilot scheme to review the feedback and effectiveness of the sessions.