

Burwash Parish Council

Minutes of the Council Meeting

Held on the 14th June 2016, at 7.00pm in Parish Room (Internet Room), The Bear Car Park

Present

Chairman – Cllr Vereker, Vice-Chairman – Cllr McBride, Cllr Banks, Cllr Crabtree, Cllr Caulkin, Cllr Durrant, Cllr Elmslie, Cllr Jenner, Cllr Moore, Cllr Nash and Cllr Pope

1. Apologies for Absence

No apologies received.

2. Disclosures of Interest

No declarations made.

3. Report from County and District Councillors

4. Cllr Kirby-Green is stepping in for all of the Parish Councils Cllr Rowlinson previously looked after. She reported back that the by-election for Cllr Rowlinson's position was not allowed to be on the same day as the EU referendum so it is likely this will be happening in Aug/Sep 2016. Consultation is open now for comments on the District Boundaries until the end of June.

Cllr Barnes confirmed that the boundary seat at county will not be changed.

5. 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 AGM held on 10/05/16
- b. Parish Council meeting held on the 12/04/16
- c. Councillors asked for the resolution under item 9) Burwash Car Park to be changed which the Clerk agreed to for the Parish Council EGM held on the 05/05/16.

6. Correspondence to the Clerk

- a. Causal Vacancy – Confirmed by Rother we can co-opt
- b. Next planning meeting 27/06/16
- c. Reply from HMRC confirming refund amount tbc
- d. Pet Waste have confirmed the two new bins will be installed at Downs Meadow and Strand Meadow as soon as the new bins have been delivered hopefully by the end of the month.
- e. Thank you from Amicus and minutes received from the meeting on the 18/05/16
- f. Thank you from Rother Rural Trust for the grant funding
- g. Ruth Thomkins at Dementia UK sent warmest thanks for the donation received from the wine donations at the AGM.
- h. Downs Meadow – Oak Trees
- i. Barrier outside of the Parish Huts is rotten Clerk proposed to review this along with other maintenance issues with portfolio holder Cllr Moore to report back to Council.
- j. Some residents have raised concerns with the planned relining of the highway. Cllrs Crabtree and Durrant have relayed their concerns to Highways but also reiterated that the formal consultation period has now come to an end.
- k. The Neighbourhood area of designation has been confirmed by Rother D/C

7. Finance (standing item)

- a. Bank balances at 31/05/16 are £40,259.75 in current account and £10,661.17 in the savings account.
- b. **RESOLVED** – to approve the following payments. The voting was unanimous.

Payment Schedule	Cheque No.	Amount
Clerk Salary	102030	£744.62
Clerk Expenses	102031	£45.00
Pet Waste	102032	£48.00
HMRC	102033	£20.73
Mary Clarke Invoice	102034	£130.67
Accountant	102035	£15.00
Spy Alarms (Replace Contact)	102036	£36.00
RALC Subscription	102037	£40.00
CiLCA Registration	102038	£250.00
City Escape	102039	£158.60

- c. Budget monitor was received; earmarked reserves are at £plus £500 for solicitors fees need to be added; Chair checked and signed the bank reconciliations.
- d. **RESOLVED** – Council signed off Annual Return year ended 31/03/16.
- e. **RESOLVED** – Council signed off Annual Governance year ended 31/03/16.
- f. **RESOLVED** – Council signed off dates for the Period of Exercise of Public Rights to start from 22nd June and end 2nd August 2016.

8. Burwash Car Park and Toilets

RESOLVED – For the Clerk to work with councillors to find a suitable solicitor. A minimum of three will be required to quote for the work. In the meantime the Clerk will continue working with Rother and other local Clerks to get further information.

9. Traffic and Parking

- a. Speedwatch update that a successful drop in session run 28th April with the help from Etchingam P/C. Sites have been submitted and accepted, High Vis Jackets bought and the Community Speedwatch would be up and running early July.
RESOLVED – Councillors agreed to by 6 community speed watch boards.
- b. A report from Traffic Monitoring Survey carried out in April 2016 showed:

	Total cars under 30mph	Total cars under 25mph
Westbound	1746 (89.54%)	897 (46%)
Eastbound	2638 (87.13%)	1392 (46%)

- c. Review of the content for the 'Considerate Parking' section of the website
RESOLVED – Councillors agreed to a two letter approach. The First one to be the revised letter for a general mail drop in areas. The second one will be the existing letter to be used to send to individuals who continue to park inappropriately.

10. Co-Option

RESOLVED – Councillors agreed to set a deadline for applications until the 21/06/16. The Chair will call an EGM for the 27/06/16 for the sole purpose of to look to co-opt for the two vacancies. The Clerk advised the whole process needed to be an open meeting.

11. Cutting of verges general high street green maintenance

Councillors to discussed the issue of the uncut verges along the High Street. It was reported that several resident had complained about the condition of the grass. East Sussex County Council (ESCC) had been contacted and the report back was that the grass will be cut by the end of the w/c 17/06/16. It was also confirmed that Burwash Village is deemed and 'urban area' so should receive 6 cuts a year. The Clerk advised that volunteers could cut the grass as along as permission had been received from ESCC, a relevant risk assessment had been carried out and volunteers were agreed at full council. If this did not happen volunteers would not be covered by the Parish Council's liability insurance.

RESOLVED – Councillors agreed for Cllr Durrant to cut the grass and seek permission from ESCC to do this. The issue would be monitored to ensure the grass is cut regularly by contractors and any missed areas reported.

12. Application for funding from Primary School

Burwash Primary School would like to ask the Parish Council for funding towards their building of a 'mud kitchen' for the Pluto Class.

RESOLVED – Councillors agreed in principle to support the initiative but want to look at potential local suppliers who may be able to provide a better deal on materials. Further discussions with the school will take place and a report back to councillors for next meeting.

13. Website

Work has been carried out on the website but the current CMS cannot do much leaving few options for further development of the site. Opportunity to look at getting someone local to help and develop the site but annual subscription has just been paid to existing suppliers so a possibility to change this around early 2017.

14. Parish Assembly

Annual Assembly was well received. Thanks have been given to The Bear, The Wheel and The Rose and Crown for their generous wine contributions. Donations from the wine on the evening raised £41.24 and the chosen organisation to give the donations to was Admiral Nurses. Councillors noted their thanks to Maureen Jenner and Shirley Viney for their huge support and help on the night.

15. Date of Next Meeting – Burwash Parish Full Council 12/07/16 at 7.00pm at the Parish Room (Internet Room), The Bear car park.