

Burwash Parish Council

Minutes of the Council Meeting

Held on the 8th March 2016, at 7.00pm in Burwash Pavilion, Burwash Common

Present

Chairman – Cllr Vereker Vice-Chairman – Cllr McBride, Cllr Banks, Cllr Crabtree, Cllr Durrant, Cllr Elmslie, Cllr Jenner, 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 Barnes gave an update. He said that he has replied to Nick Skelton as he does not think speed is the main issue on the s-bend where Shrub Lane meets the High Street but in fact visibility and needs consideration. Cllr Barnes is also following up with Highways as there seems to be some confusion about the fingerposts and whether or not new ones can be made from wood.

3. Election of a new Chairman

Cllr Vereker was elected as Chairman and Cllr McBride was elected as Vice-Chairman. Cllr Crabtree left after the voting.

4. Rectory Court

The meeting was adjourned again so Steve Moore could give an update. He outlined that residents had been moved out of the homes since 2014 with the last residents in early 2015. The Parish Council met with Amicus in July and Aug 2015 clearly outlining the style and look that would be required for this important conservation area and ANOB. The planning application RR/2015/2277/R was seen early October 2015. The Parish Council met with Amicus in Nov 2015 outlining in detail all of the key concerns the public had when consulted on the application. Over 250 objections had been registered by residents of Burwash. The Parish Council also outlined these concerns through their agreed key objectives including the layout, design, materials used and lack of appropriate car parking. It was made very clear to Amicus that the PC saw the “building of a proper home for elderly people in the heart of the village as soon as possible” as very important. Rother District Council also laid out their own concerns in a three page document to Amicus highlighting that in its current format the application was not suitable and required a ‘major rethink’. Amicus then postponed their meeting on the 17/12/15 with the Parish Council and finally agreed to meet on the 25/02/16 and presented new plans which had not addressed the concerns outlined by either the Parish Council or RDC. At the meeting councillors informed Amicus that because the key issues raised by RDC had not been addressed the Parish Council could also not support the application. After this meeting the Parish Council were informed the application has been withdrawn. We are unsure of what Amicus’ intention for the site will be but could include putting on other forms of affordable housing or selling the site. Amicus told residents that they would not be returning home. The Parish Council continues to look to work with Amicus to provide much needed sheltered accommodation for older people.

5. Casual Vacancies

The Clerk advised that both vacancies should be dealt with the same and allow for potential applicants to come forward however, agreed that this was best practice not a legal requirement. Councillors decided to co-opt Steve Moore due to his background in dealing with Rectory Court and Housing expertise onto the Council effective immediately as there would be another vacancy for potential new candidates to come forward. Process agreed that potential candidates register their interest with the Clerk and then produce an

A4 page for councillors to read before the next meeting. Depending on the number of applicants councillors would either co-opt in April or May.

6. Disclosures of Interest

No declarations made.

7. Correspondence received

- a. A letter had been received from a local concerned about the ongoing issue of not being able to park in the area around Burwash Common. The Clerk asked if Cllr Elmslie could speaking to her as the BWCRA were also looking into trying to solve this issue.

8. Accuracy of the minutes of the previous meeting

To approve the Draft Minutes of the Council Meeting held on 09/02/16 as a correct record of the proceedings.

RESOLVED – agreed that the Draft Minutes of the Council Meeting held on 09/02/16 be confirmed as being an accurate record of the meeting.

9. Finance (standing item)

- a. The Clerk reported on the bank balances at 29/02/16 as:
 - i. BPC deposit account £29,264.61
 - ii. BPC current account £10,659.84
 - iii. Estimated total amount of funds minus unpaid checks resolved in point 6.b. £39,099.57
- b. **RESOLVED** – to approve the following payments. The voting was unanimous.

Payment Schedule	Cheque No.	Amount
Pet Waste Solutions	101993	£48.00
HR Training	101990	£66.00
Clerk Expenses	101991 & 101987	£137.79
Clerk Salary	101982	£579.26
HMRC	101992	£161.83
SLCC Enterprises - Clerk Manual	101989	£72.30
Signs of Style	101988	£180.00
Rialtas	101994	£240.00

10. HR Committee

Councillors to discuss setting up a HR committee. It was noted that all committees had to have the Chairman, Vice-Chairman and any Rother District Council included.

RESOLVED – To set up a HR committee with Cllr Verker, Cllr McBride, Cllr Rowlinson, Cllr Elmslie and Cllr Durrant.

11. HR Policies

Councillors asked to adopt the following policies Grievance Procedures, Disciplinary Procedures and Complaints Procedures.

RESOLVED – To adopt all three HR policies.

12. Downs Meadow

Councillors were given two quotes to repair the boundary fence.

RESOLVED – To employ the services of J. Beagley at £365.35 to rebuild the fence.

13. Love Burwash

Councillors were asked to confirm if they were able to attend and to let Cllr Nash know. The Clerk reminded councillors that new risk assessments needed to be carried out. The Clerk also confirmed guidance from the Insurers states people should not be doing any work on the A road or roads with speed limits of 40mph and above if there is not a proper footpath and grass verge to protect them.

14. Cold Calling

Councillors discussed that no resident should be opening their door at night if they feel unsafe. Residents are advised to call 101 and report the incident to the police. The Clerk has window stickers if people want to have these and notified the Neighbourhood Watch.

15. Neighbourhood Plan

Council received a verbal update that progress was being made digital maps had been bought and the group was going to start the process of applying for the Parish Boundary as the area for the NP. The Clerk confirmed no monies from the grant could be spent retrospectively but £2k has been earmarked in the reserves

a. **RESOLVED** – The Terms of Reference for the Steering Group.

b. **RESOLVED** – The process for formal Consultation will be agreed by full Council. Prior to this the NP Steering Group will circulate the text of all public communications (including questionnaires) to Parish Councillors five days in advance of circulation. If no objections, the text will be used. If there is no agreement, the matter will be referred to the next Parish Council meeting.

c. **RESOLVED** – An additional spend of £500 additional costings for the NP website.

16. Confirmation of Clerk's position after probationary period

RESOLVED – The Clerk's position was confirmed.

17. Date of Next Meeting – 12/04/16 at 7.00pm at the Parish Room (Internet Room), The Bear car park