

Burwash Parish Council

Minutes of the Council Meeting

Held on the 11th September 2018, at 7.00pm in the Parish Room (Internet Resource)

Present

Chair – Cllr Betty McBride MBE, Vice-Chair – Cllr Moore, Cllr Beeston, Cllr Dixon, Cllr Elmslie, Cllr Franklin, Cllr Jenner, Cllr Mann, Cllr Kenny, Cllr Mann, Cllr Pope and Cllr Vereker.

Public Time

a. No matters were raised.

1. Apologies for Absence

Apologies received and noted from – Cllr Caulkin. Cllr Vereker left the meeting at 8.00pm.

2. Disclosures of Interest

No declarations made.

3. Report from County and District Councillors

No report was given. Cllr John Barnes arrived after this item, and contributed information on budgets etc. during the Council meeting.

4. Accuracy of the minutes of the previous meetings

Minutes of the following Parish Council meetings were approved.

06/08/18 – EGM

14/08/18 – Full council

Matters arising from previous months minutes: Councillors agreed to delegate the final design of the Letterhead to the Clerk and Chair. It was agreed to add a strapline in keeping with our three community base – such as “Serving residents of Burwash, Burwash Weald and Burwash Common”

5. Correspondence to the Clerk

a. It has been confirmed that the war memorial to be cleaned at the end September.

b. The blocked path at Burwash footpath 46. Response from Rother – they may clear or spread the garden waste around.

c. Reply from James Newmarch is available in full online – A meeting will be set up with Mr Newmarch and Cllr Kenny for a walk through in the Parish.

Action: The Clerk and Cllr Kenny

d. Tree outside Youngs Garden has been condemned and will be removed.

RESOLVED – Councillors agreed for the Clerk to arrange the replacement of the tree similar to the size outside the village store once the ground survey has taken place.

Action: The Clerk to book the tree surgeon

e. Burwash Car Park – Malcolm Johnson is on annual leave however there is still time for the decision on the Freehold to be taken to Cabinet.

f. MP Huw Merriman is coming to Burwash 20/09/18 at 10am. Councillors will meet to discuss traffic calming and housing number allocation issues within the Parish.

Action: The Clerk will call MP Merriman’s team about the arrangements.

g. The surgery has successfully used the Parish Office as a temporary waiting room. The practice manager has asked if the Council would be happy for them to use the room for future events

RESOLVED – Councillors agreed to the surgery using the room in the future.

6. Finance (standing item):

- a. The bank balances at 31/08/18 were at £69,044.80
- b. **RESOLVED** – to approve the following payments. The voting was unanimous. The Chairman signed the approved payment schedule.

Payment Schedule	Cheq No.	Amount	
EDF	D/D	£59.00	
Pet Waste Solutions	S/O	£114.00	
Adam Watts	S/O	£15.00	
NEST (pension)	D/D	£19.63	
Jane Cheshire			Clerk's Salary
HMRC		£72.13	Employers NI Contribution
Clerks expenses		£18.00	Clerk's Phone
RALC		£80	Subscription 2018/19 and 2017/18 (unpaid)
Vicki Atkinson		£1,000	Second payment to statue artist
Foundry Payment		£8,806	Final payment to the foundry to include VAT once statue has been delivered and correct invoices received.

- c. Members are asked to receive and note the
 - i. Budget Monitor – 2nd half of the precept has been received at £20,231
 - ii. Statement of Earmarked Reserves – Earmarked Reserves now at £42,773.15
 - iii. Bank Reconciliations – Are at £0
- d. Internet Café income for September - £29.98

7. Date for forth coming meetings

- a. Councillors agreed 31/10/18 as the deadline for grant applications. A summary of the applications will be given to councillors at the November full council meeting. The finance committee will review applications on 04/12/18 and put a recommendation paper forward to full council on the 11/12/18.
- b. Business planning date.
RESOLVED – to hold the session on the 24/09/18 from 7.00pm in the Parish Room (Internet Café)
- c. HR Committee members agreed to hold a meeting in the next 2-3 weeks.
Action: Clerk and Chair to arrange a date

8. Neighbourhood Plan (Standing Item)

- a. Update on progress was received in a report to Councillors. Parish Councillors are urgently trying to set up a meeting with Planning Officers and District Councillors at Rother District Council to discuss housing allocation numbers. Cllr Kirby-Green is going to set up a meeting as soon as possible with PC and DC councillors to meet David Marlow.
- b. Financial report – no funds have been spent since last meeting.

9. Planning (Standing Item)

Rectory Court details have been updated on line. Councillor McBride asked that Parish Councillors check the planning items (and other content in their portfolios) on the website to ensure all was up to date.

10. Traffic Update

- a. The current road resurfacing is going well. It was reported that the top tarmac outside Prospect Cottages will have to be taken up and redone as the wrong surface has being laid.
- b. Councillors heard that the speed test sites are being finalised. The first will be outside the entrance to St Bartholomew's Church, in a similar position to the previous speed test. Following consultation with the residents' group on the siting of 2nd test point, the exact position - outside the Flower House, at the Oakley's Garage site or near the corner before Highfields just up from Spring Lane – will be determined with advice from ESCC. The Clerk is currently getting advice.
- c. The traffic strategy will be revisited to include traffic flow at the 'triangle junction' between Shrub Lane and the A265.

Action: It was confirmed that Cllrs Beeston and Franklin will review and then draft further Burwash Common and Burwash Weald elements to the Strategy.

- d. Former Councillor Natalie Crabtree has indicated that she is willing to continue as organiser of the Speedwatch Campaign. Councillors placed on record their thanks to Councillor Crabtree for all her hard work, and welcomed her continuing commitment to Speedwatch.

RESOLVED – Cllr Dixon will take on the Speedwatch portfolio as the Parish Council contact working to Natalie Crabtree.

11. Events

a. Love Burwash

Cllr Moore will take over the portfolio and will come back to Council with recommendations for a future Love Burwash date.

b. Parish Fetes

Both fetes were well attended. Cllr Moore agreed to take this on as a portfolio.

12. Kipling Statue Update.

The Kipling statue has been completed. Final payments are going to be made to the artist and the foundry on delivery. Groundwork will start in the coming weeks.

13. Down Meadow

A cut has taken place. A letter had been received from a resident querying the extent of the cut. Cllrs Kenny and Elmslie reported that the cut was in line with advice from a local resident who works for DEFRA and the Sussex Wildlife Trust. Some biomatter was taken away and a compost area created. Cllr Kenny continues to work as Chair of a working group with Residents, to agree and implement a maintenance programme for the Meadow. Cllr Beeston, who is a member of the Residents Association, agreed to work with Councillor Kenny on the group. Cllr Elmslie will remain as the portfolio holder until the current work has been agreed and completed.

Action: Cllr Kenny will attend the Residents Association meeting on the 19/09/18 and will report back to full council in October.

14. Allotments

After a brief discussion, councillors decided not to buy a strimmer or install an outdoor plug.

15. Lime Trees

Councillors received an update. The *adopters* of 30 of the trees have replied to communications from Cllr Mann. Cllr McBride and the Clerk will endeavour to make contact with the remaining adopters. A cut-off date will be issued – from that date, trees currently registered with residents who have not responded or signed the updated Agreement with BPC will be re-allocated.

Action: In the interim, the Clerk will work with Cllr Mann to reallocate some of the trees in light of changed circumstances (people moving away from the village etc) to ensure a fair allocation of trees.

16. Handyperson Job List

Cllr Beeston and Cllr Franklin will work with the Clerk to prioritise the list of jobs.

RESOLVED – for the Clerk to buy a battery operated lawn mower for the handyperson's use.

Information for noting or including on a future agenda

- a. Fracking
- b. The Social Media update from Cllr Caulkin will be included with the website report
- c. Councillors will be sent details of the East Sussex ALC AGM and conference on 11 October.