

# Burwash Parish Council

## (Confirmed minutes)

Jane Cheshire, Clerk to the Parish Council.

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[www.burwash.org](http://www.burwash.org)



<b>Date, Time &amp; Location of Meeting</b>	Tuesday 13 <sup>th</sup> October 2015 at 7.00pm The Pavilion, Burwash Weald and Common	
<b>Attendees</b>	Cllr N Cook Chairman Cllr B McBride Cllr E Rowlinson Cllr P Pope Cllr J Nash Cllr S Moore Cllr I Jenner Cllr J Caulkin Cllr R Banks Cllr G Durrant Cllr L Elmslie	
<b>Apologies for absence</b>	Cllr D Vereker vice-chairman Cllr N Crabtree	
<b>Guests Members of the public</b>	<p>34 members of the public were present.</p> <p>Michael Mulholland – Spoke about the Neighbourhood Plan (NP) stating it was a no brainer especially for the Council to track housing build and issues such as lacking infrastructure. NPs need to be in place by 2017.</p> <p>Celica Caulkin – Felt excited about the prospect of a NP and felt it would be an excellent opportunity for community building.</p> <p>Peter Beechman – Regarding NP stated there is now government funding for the NP plus around 1400 areas are participating. Felt NP will put a certain amount of weight behind the needs of the community. TCPA served well but something new now needed. NP will ensure the right development in the right place.</p> <p>Jacky Bird – There is still a problem of illegal parking. Mrs Bird was informed that a letter has been sent to the police and the Council is waiting to resolve further action.</p> <p>Peter Stephenson – In June a range of members of the public from Etchingham and Burwash met and unanimously voted in favour of a NP. Hopes the Council takes this into account and moves forward with a NP.</p> <p>Edward Le Besque – Read out his email in full. In summary he urges to act on the NP with haste. He cites potential loss of AONB, Government’s “New Homes to Buy”, enabling the Parish to steer their own course and develop the village their way, concern for future generations as some key points on why a NP should be adopted.</p> <p>Cllr Barnes – Cllr gave two updates:</p> <ol style="list-style-type: none"> <li>1) Budget cuts – There is a whole range currently happening and being consulted on to find around 23 million in cuts for next financial year and a total of around £90 million by 2019. Cllr Barnes urges all people to local at these and put their views and suggestions forward.</li> <li>2) Boundary Review – Aim is to get equal votes for equal value so just over 2,000 per councillor. Boundaries may change. Time change for consultation is end of Nov</li> </ol>	
<b>Matters arising from last meeting</b>	Nothing to report	
<b>Disclosure of interests</b>	The Clerk reminded all members that any change to their disclosure of interests must be recorded.	
<b>Minutes from the last meeting</b>	The minutes of the meeting held on 9 <sup>th</sup> September 2015 were unanimously agreed as a true record of the proceedings and signed accordingly.	
<b>Cheques for</b>		

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<b>payment</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">101938</td> <td style="width: 65%;">Pet Waste</td> <td style="width: 20%; text-align: right;">£48</td> </tr> <tr> <td>101939</td> <td>Viking Direct</td> <td style="text-align: right;">£218.54</td> </tr> <tr> <td>101940</td> <td>SALC – Recruitment</td> <td style="text-align: right;">£396</td> </tr> <tr> <td>101941</td> <td>SALC – Chair Training</td> <td style="text-align: right;">£72</td> </tr> <tr> <td>101942</td> <td>Fingerpost</td> <td style="text-align: right;">£210</td> </tr> <tr> <td>101943</td> <td>Clerk Salary and Expenses</td> <td style="text-align: right;">£</td> </tr> <tr> <td>101944</td> <td>BPFA reissued</td> <td style="text-align: right;">£1500</td> </tr> </table>	101938	Pet Waste	£48	101939	Viking Direct	£218.54	101940	SALC – Recruitment	£396	101941	SALC – Chair Training	£72	101942	Fingerpost	£210	101943	Clerk Salary and Expenses	£	101944	BPFA reissued	£1500
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<b>Correspondence</b>	<p>Halina Keep asked for updates on Rectory Court, the exception site and Traffic Calming to be discussed. All items were address in the main meeting.</p> <p>Pat and Peter Stephenson had sent in a letter regarding the NP but also spoken and outlined their views at the meeting</p> <p>Letter had been received from Karen Lane highlighting her concerns about the lack of impact the 40mph has had in the Weald and Common area. Councillors acknowledged this is an ongoing issue which is still being looked at and Speedwatch will be operating in this area as well.</p> <p>Letter received from Len Bernamount Gardens and Estate Manager at Batemans. Len also attended the meeting and asked for councils to write a letter of support in their land fill grant application. The Council agreed in principle that a letter of support to go out and for the Clerk to draft.</p> <p>Letter had been received directly from Huw Merriman MP thanking the council for their letter to him regarding speeding within the village, Weal and Common areas of Burwash. He has written to Rupert Clubb the Director of Communities, Economy and Transport at ESCC and will write again once a reply has been received.</p>																					
<b>For Discussion and Resolution</b>																						
<b>6 Month Budget Review and Strategic Plan</b>	<p>The Clerk suggested that there should be an additional meeting to discuss the finances and reserves in full. Councillors asked for this to be an extraordinary meeting within the next three weeks and the Clerk will find a date to suit. Councillors then also agreed to discuss the strategic plan in conjunction with the finance as the two are dependent on each other. At the meeting first the ‘wish list’ of projects and items to be discussed followed by current financial position, forecast spend for 2016/17 and reserves paper will be discussed. Finally agreed items to be put into the core strategic plan to develop a costed plan to be included in 2016/17 budget/precept.</p>																					
<b>Neighbourhood Plan</b>	<p>Councillors agreed in principle to a Neighbourhood Plan (NP) subject to:</p> <ol style="list-style-type: none"> <li>1. A review of full costings for the NP</li> <li>2. Public consultation which shows a majority in favour</li> </ol> <p>This will be discussed as part of the overall strategic plan where full costs will be provided for discussion.</p>																					

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<b>Storage Problems</b>	A paper was put forward requesting that the Parish Hut and the use of it to consider storage but also to look at the opportunity to deliver a wider range of services and potential change of the layout was put forward. Councillors agreed this item should be discussed at the strategic plan and finance meeting already agreed.	
<b>Issues to raise with Chief Constable</b>	No issues were put forward to raise with the Chief Constable.	
<b>Christmas Tree Lights</b>	Councillors resolved to buy Christmas lights for the High Street and purchased a large tree for the Christmas Festival.	
<b>Precept meeting with the public</b>	Just for information that a letter for the meeting have gone out and councillors are invited to attend. The meeting will be on the 02/11/15.	
<b>War Memorial</b>	<p>It was resolved to:</p> <ol style="list-style-type: none"> <li>1. Work towards an application to upgrade the war memorial to a grade 1 status</li> <li>2. Work in partnership with English Heritage</li> <li>3. The Clerk to write to the Kipling Society when requested to do so to ask their support in the application.</li> </ol> <p>Councillors also asked to formally thank Sir Frank Sanderson for all his support to date and ongoing support.</p>	
<b>General Administration</b>	The Clerk put forward new formats for agenda items and minutes and it was resolved that new format will be used from the meeting in November 2015.	
<b>Meeting with Highways Steward</b>	The Clerk noted that they with the Chair and Vice Chair had met with Andy Swanson the new Highways Steward. East Sussex Highways will cease to exist and the work currently undertaken by them will be contracted out. Andy will still be part of the new contractor. Did highlight the issue of the High St pavements and suggested we should look into getting them listed. The next SLR (Strengthening Local Partnerships) meeting will be held at 09/11/15 in the Parish Office. The officers attending from here will be Ian Johnson, Principal Traffic and Safety Engineer and Andy Swanson the Highway Steward, also our County Councillor is invited.	
<b>Remembrance Sunday</b>	It was agreed that Cllr Cook will lay the wreath in the village and Cllr Pope at the Weald/Common. The Clerk has already purchased the wreaths.	
<b>Finance The Clerk (RFO) Cllr E Rowlinson</b>	<p>The Councillors resolved the following items:</p> <ol style="list-style-type: none"> <li>1. The Clerk to send out the Rialtas report budget vs precept and nominal ledger each month</li> <li>2. The Clerk to start work on an audit for all assets and suppliers to ensure best value is being achieved</li> <li>3. Financial Regulations – to be researched and introduced and the Clerk to bring to the next full council meeting</li> </ol>	

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<b>Public Transport Grit Bins Cllr P Pope</b>	The no. 31 has been meeting the 4.20pm train but is sitting outside the stores making it hard for less abled people to run in time to catch. Suggested the bus stops the other side of the crossing making the access easier for people.	
<b>Liaison with Rother Cllr E Rowlinson</b>	Boundary changes – our parish will remain in one ward. Consultation is until the 30/11/15.	
<b>Buildings and maintenance Cllr S Moore</b>	Alarm update didn't happen on the 25/09/15. CCTV drive still looking for a quote for this.	
<b>Parish events and Fetes Cllr J Nash</b>	Love Burwash day was a huge success. A report was given around highlighting the key successes including achieving £350 in donations to buy hi vis jackets and litter pickers. The Councillors also asked to formally thank Cllr Nash for all her effort to make the day a success. It was noted that we have been approached by the Jubilee Committee to fund commemorative medals for the children. This point will be discussed at the strat/finance meeting.	
<b>Land managed by Rother Downs Meadow Cllr G Durrant</b>	Lime trees have been pollarded. Happy for the bases to be cut but it must be with sharp secateurs.  Still outstanding to review overgrown area at Downs Meadow.	
<b>Tree Warden Cllr D Vereker</b>	Nothing to report.	
<b>Housing and exception site Cllr S Moore</b>	Hastoe have now hired a new contractor to complete this scheme. The completion date is now anticipated as March 2016.	
<b>Parish maintenance TBA</b>	Cllr Durrant volunteered to do a walk around with the Highways Steward to point out items that need addressing. Drains near Shrub Lane are blocked and need sorting out to ensure contractor completes their job. Problem drains to be marked with paint.	
<b>Speed and traffic inc Speed watch</b>	Cllr Boylet from Etchingham has offered to support Burwash in setting up their pilot run. The Council is able to borrow a speed gun from the police for a trial run 2015/16 and look to buy one 2016/17.	
<b>Young people</b>	Work is going ahead as planned on the Burwash Map.	
<b>Neighbourhood plan Cllr N Cook</b>	No further items.	
<b>Promotion of the Parish Cllr B McBride Cllr S Moore</b>	It was resolved for Cllr Moore and Cllr McBride to set up a meeting with Batemans to look at ways the Parish Council could work with Batemans.	
<b>Website Cllr N Cook with assistance from other Councillors</b>	A refresher on the website would be given by Cllr Cook. It was agreed priority needs to be given to the Clerk who will take responsibility of all key Parish Council pages as minutes, agendas etc. need to be put up in correct timeframes. Cllr Cook also to send around reminder to Councillors of the pages they are supposed to be updating.	

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<b>Internet resource</b> Cllr L Elmslie	Report was read out. Councillors resolved to buy a dealing hub for £20.	
<b>Planning</b> Cllr I Jenner		
<b>Any other business</b>		
<b>Resolution</b>	<ol style="list-style-type: none"> <li>1. The cheques presented above are signed.</li> <li>2. Set up a strategy and finance meeting in next 3 weeks</li> <li>3. In principle to continue with a NP on the investigation of:             <ol style="list-style-type: none"> <li>a. A review of full costings for the NP</li> <li>b. Public consultation which shows a majority in favour</li> </ol> </li> <li>4. To buy Christmas lights for the High Street and purchased a large tree for the Christmas Festival.</li> <li>5. Work towards an application to upgrade the war memorial to a grade 1 status and</li> <li>6. Work in partnership with English Heritage</li> <li>7. The Clerk to write to the Kipling Society when requested to do so to ask their support in the application</li> <li>8. To use new format of minutes and agenda used from the meeting in November 2015</li> <li>9. The Clerk to send out the Rialtas report budget vs precept and nominal ledger each month</li> <li>10. The Clerk to start work on an audit for all assets and suppliers to ensure best value is being achieved</li> <li>11. Financial Regulations – to be researched and introduced and the Clerk to bring to the next full council meeting</li> <li>12. For Cllr Moore and Cllr McBride to set up a meeting with Batemans to look at ways the Parish Council could work with Batemans</li> <li>13. Councillors resolved to buy a dealing hub for £20 for internet room.</li> </ol> <p>There being no further business the meeting ended at 9pm</p>	