

Burwash Parish Council

Minutes of the **Virtual** Burwash Parish **Full Council** meeting held at 19.00 on Tuesday 13th October 2020.

The meeting was conducted using Zoom Meeting Space and was recorded.

Please note: meeting reports are available at <https://burwashparish.org.uk/council-meetings/>

Members Present: Cllr. R. Franklin, Cllr. B. Wraight, Cllr. B. Newman, Cllr. A. Newson, Cllr. T. Fox, Cllr. J. Kenny, Cllr. D. Stemp, Cllr. I. Rees, Cllr. E. Kirby-Green, Cllr. J. Caulkin, Cllr. A. Stapylton-Smith, Cllr. F. Hosein and Cllr. J. Barnes

Apologies: Cllr. C. Chapman

Members of the Public:

There were 12 members of the public present.

Meeting opened: 19.00

Chair noted that members of the public would be given five minutes each to speak on their choice of subject. Each member of the public would be given one chance to speak. No discussion would be entered into within Public Time. If the Chair could not reply, the Clerk would provide a written reply after the meeting.

1. Public Time.

Public: Mrs. Lesley Emslie. Concerned about the proposed plans outline in the Parish Letter. Proposals of a crossing have been discussed before and turned down by the Council and those reasons are still valid. Don't want street lights flashing and movement of yellow lines would create more problems for the few shops that are in the high street. Better things to spend the money on, for example, re-routing the heavy lorries that are undermining the foundations of the ancient high street. Why raise the subject again? Reiterate that I am very passionate about this and there are better things to spend public money on.

Public: Mr. David. Cowell. Would like to support Item 11 and the adoption of the Traffic & Transport business plan. I would urge Councillors to do everything they can to expedite the proposed plan. This is the first installment of a rolling programme of improvements. A good use of Council resources and the introduction of the village gates would be a great addition to the village.

Public: Mr. Peter. Toll – representing Burwash Common & Weald Residents Association.
Clerk's Note: Mr. Toll had sound issues but emailed Cllr. Newman to read his question.

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Can Council confirm whether Down Meadow has been cut? It was suggested that this would be completed in September.

Cllr. Franklin: The site visit has been conducted and the quotation received which will be discussed for approval at this meeting. Waiting on risk assessments to be received. The cut was more complicated as we need the cuttings to be removed which has provided some delay but if the spend is approved this will go ahead.

Clerk's Note: Confirmation that the risk assessments and site surveys have been received and the cut will go ahead week commencing 19-10-20, weather permitting.

Public: Mr. Robert Banks. Would like to draw the Council's attention to the very complex decisions that have to be made and the considerable expense regarding the traffic and transport business plan. There is no evidence that the proposed traffic calming would improve the speed limits within the high street. I am fundamentally opposed to the village gates and the pedestrian crossing. No real evidence that these things work. I applaud Cllr. Franklin for the work that he has put into this to get it to this point. Such a contentious issue. Do you not agree that there is a need to consult the Parish on the actual cost and design of this?

Cllr. Franklin: Problem with the full costings as until we submit the business plan and know if we are successful with the match funding, we won't know the full cost and design of the proposed plans. When we know what the design and costs are, we can then fully consult.

Public: Mr. Robert Banks. There is a danger there that you are implying that you support this proposal if it's submitted before full consultation.

Public: Mr. Yuti. Chernajovsky. I am in support of the 20mph limit. It will also address some of the issues which are part of the high street. I live in Spring Lane and getting out onto the main road with cars speeding past is very difficult, lowering the speed limit would help here. With regards to the crossing, there are a number of options on lights, lots of possibilities so light doesn't impinge on the dark skies. The Bear lights on the signs are very bright, with no consultation. 20mph is an important objective, lorries would avoid the village.

Public: Ms. Hilary. Stewart. I also support the 20mph limit. I live at the narrowest point of the high street and it's terrifying, with lorries right outside the door on a narrow pavement. Crossing to the village hall or any part of the road is difficult. Evidence does show that this will have a profound effect and may deter the huge trucks.

Public Time Ends.

2. Apologies for Absence.

Cllr. Chapman. Apologies were noted and accepted by Council.

3. Disclosures of Interest.

No disclosures of interest received.

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4. Reports from District & County Councillors.

Cllr. Kirby-Green noted that Rother District Council were having a reorganisation. Now one CEO heading up the District Council.

Cllr. Kirby-Green also noted that discussions with RDC regarding the car park transfer were moving forward. (See Item 11.c).

Confirmation that RDC had submitted a robust response to the Governments white paper on planning reform.

Cllr. Barnes reported that parking enforcement had now commenced in Bexhill and Rye.

Cllr. Barnes confirmed that the track and trace system will be moving to local authority responsibility which would promote a more successful outcome.

Cllr. Barnes noted that finances were being discussed at District and County level.

Confirmed that there would be no cut next year to the County Core Offer.

Cllr. Franklin requested reassurance that there would be no parking enforcement in Burwash whilst discussions were in place regarding the transfer.

Both Cllr. Kirby-Green and Cllr. Barnes stated that there would categorically not be any enforcement of parking charges in Burwash. Enforcement would be centered around Bexhill and Rye areas with the introduction of 23 hours allowing enforcement of overnight lorries / trucks and travelers being the focus.

5. Accuracy of the minutes of the previous meeting.

The minutes of the previous Full Council meeting 08-09-20 were adopted by Full Council, with a unanimous vote, as an accurate record of the meeting.

6. Neighbourhood Plan.

Cllr. Newson confirmed that the NPD was now with Rother and they are running their own consultation under regulation 16.

Steering group met last week. Noted that responses of support of the plan are being requested through the website and e-bulletin.

Cllr. Newson requested that Councillors comment their support for the plan individually.

7. Finance Committee.

Cllr. Franklin gave a verbal update on the recent Finance committee meeting.

Cllr. Franklin requested members of the Finance Committee **RESOLVE** to accept the minutes of the meeting dated 06-10-20.

Members unanimously agreed to accept the minutes.

Cllr. Franklin requested that Full Council **RESOLVE** to adopt the minutes of the meeting dated 06-10-20.

Councillors unanimously agreed to adopt the minutes.

a. Resolutions from 06-10-20.

- i. Full Council unanimously agreed to **RESOLVE** the quotation from Orchard Landscapes of £594.00 to cut Down Meadow and remove cuttings.

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- ii. Full Council unanimously agreed to **RESOLVE** the movement of core and earmarked reserves into an alternative bank account.
- iii. Full Council unanimously **RESOLVE** to agree the grant applications from Jane Coleman School of Dance (£200.00) and Burwash Musical Theatre (£250.00).
- b. Full Council **RESOLVE** to accept the bank statement presented as at 30-09-20.
- c. Full Council **RESOLVE** to accept the Income & Expenditure statement presented as at 30-09-20.
- d. Full Council **RESOLVE** to accept the Bank Reconciliation as at 30-09-20.
- e. Full Council **RESOLVE** to accept the Statutory Balance Sheet as at 30-09-20.
- f. Full Council **RESOLVE** to accept the payment schedule presented as at 05-10-20. (Appendix A).
- g. Full Council **RESOLVE** to accept the Equals Card expenditure statement presented as at 05-10-20.

8. Planning Committee.

Cllr. Rees reported that the committee were currently dealing with the submissions to various authorities regarding the proposed changes to planning.

Cllr. Franklin requested that members of the Planning Committee accept the minutes of the Planning Committee meeting dated 21-09-20 & 01-10-20.

Members unanimously agreed to accept the minutes.

Cllr. Franklin requested that Full Council **RESOLVE** to adopt the minutes of the meeting dated 21-09-20 & 01-10-20.

Councillors agreed unanimously to adopt the minutes of the meeting.

- a. Council previously **RESOLVED** to agree and adopt the paper on Planning for the Future and responses have now been submitted.
- b. Cllr. Newson invited Council to respond and feedback on the Transparency and Land Reform.

Action: Councillors to send feedback on the Transparency and Land Reform paper to the Clerk.

Cllr. Rees and Cllr. Franklin thanked Cllr. Newson for the work completed on the Council's responses to the new proposed planning changes.

9. Community & Communications Working Party.

Cllr. Newman noted an error of spelling in the submitted minutes of the meeting dated 06-10-20. Council agreed to accept the amendment.

Cllr. Franklin requested that members of the working party accept the minutes of the Community & Communications meeting dated 06-10-20.

Members unanimously agreed to accept the minutes.

Cllr. Franklin requested that Full Council **RESOLVE** to adopt the minutes of the meeting dated 06-10-20.

Councillors agreed unanimously to adopt the minutes of the meeting.

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- a. Cllr. Newman noted that work was ongoing with the planned website rebuild. Additional accessibility requirements were being researched. Further information to come.
- b. Clerk noted that guidance on Remembrance Sunday services was still be sought for confirmation. Clerk has suggested no parade, timed slots at the war memorial to lay wreaths with potential of online streaming, St. Bartholomews to arrange their own service in line with the government guidelines.

Action: Clerk to keep Councillors up to date with guidance.

10. Environment & Maintenance Working Party.

Cllr. Kenny gave a short verbal update to Council.

Members of the working party were asked to accept the minutes of the meeting dated 12-10-20.

Members unanimously agreed to accept the minutes of the meeting.

Full Council were requested to **RESOLVE** to adopt the minutes of the meeting dated 12-10-20.

Councillors agreed unanimously to adopt the minutes of the meeting dated 12-10-20.

Cllr. Kenny noted that due to a change of meeting date, the working party was still reviewing the Environmental Policy which would be submitted at the November Full Council meeting.

Action: Clerk to place the Environment Policy on the agenda for Full Council scheduled for 10-11-20.

11. Traffic & Transport Working Party.

Cllr. Franklin requested that members of the working party accept the minutes of the Traffic & Transport working party meeting dated 05-10-20.

Members unanimously agreed to accept the minutes.

Cllr. Franklin requested that Full Council **RESOLVE** to adopt the minutes of the meeting dated 05-10-20.

Councillors agreed unanimously to adopt the minutes of the meeting.

- a. Cllr. Franklin urged a volunteer Councillor to come forward to Chair the Traffic & Transport working party meetings. No volunteer was forthcoming.
- b. Council discussed the business plan report for match funding. Council **RESOLVED** to agree to holding an open Traffic & Transport working party meeting next week to decide on how to consult with the Parish. Full Council noted that the deadline for submission of the business plan to East Sussex Highways had been moved to 31st December 2020.

Action: Clerk to arrange the open Traffic & Transport meeting for next week.

Action: Cllr. Newman to explore using Etchingam sorting office if another Parish wide communication is required.

Action: Clerk to merge the business plan into the formal application forms and circulate to Councillors and working party members.

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MEETING PAUSED: 20.04

MEETING RESUMED: 20.06

12. Budget 2021/22 & Business Plans.

Councillors discussed the submitted first draft of the budget for 2021/22. Cllr. Franklin highlighted that it currently includes a 25% increase on the current precept.

RFO/Clerk advised Councillors against adopting the 25% increase for 2021/22.

Councillors asked to look at budget lines and feedback savings or increases to the RFO/Clerk.

Action: Councillors to feedback on the first draft budget by the next Full Council on 10-11-20.

13. Policies & Procedures.

a. Full Council **RESOLVED** to agree to the submitted Standing Orders document.

Action: Clerk to amend the adopted and review dates and upload to the website.

b. Environment Policy. This policy to be submitted with comments to the next Full Council meeting on 10-11-20.

Action: Clerk to place on the agenda for the next Full Council meeting.

14. Correspondence to the Clerk.

Clerk circulated the correspondence report. Council **RESOLVED** to accept the correspondence.

Clerk noted that a tree survey was to be completed at Hornbeam Lane. Cllr. Newson requested that the survey included a potentially dead lime tree in the high street. Cllr. Wraight requested the survey include the tree outside Pelham Hall.

Action: Clerk to include the above requests in the tree survey.

15. Councillor Vacancies.

The Clerk confirmed that there is one vacancy on the Parish Council.

Cllr. Caulkin volunteered to become the Council's National Trust link Councillor.

16. Items for noting or including on the future agenda.

- Environment Policy review.
- Budget 2021/22 (second draft).
- Traffic & Transport match funding application.

17. Date of next meeting.

Tuesday 10th November 2020 – 19.00.

Meeting Ends 20.25

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Cllr. Robert Franklin
Chair of Burwash Parish Council

Appendix A

As at 01-10-20		Payment Schedule 01-10-2020				Status
Payee	Date	Net	VAT	Gross		
EDF Energy	01-Oct	31.00	0.00	31.00	Monthly Direct Debit for electricity	
Pet Waste Solutions	25-Sep	238.34	47.67	286.01	Pet waste collection service	
Steve Moore Refund	01-Oct	80.00	16.00	96.00	Blue Plaque Refund on Printing	
Kingscourt Agricultural Services	14-Sep	150.00	30.00	180.00	Tractor Flail Strand Meadow	PAID
Rother District Council	09-Sep	55.00	0.00	55.00	Parish Hut Rent March to June	PAID
Rother District Council	09-Sep	55.00	0.00	55.00	Parish Hut Rent June to September	PAID
Viking	18-Sep	105.12	18.75	123.87	Stationary for Parish Letter Mailout	PAID
Viking	27-Jul	135.94	27.19	163.13	Office Supplies Late invoice	PAID
Viking	16-Jun	87.66	4.53	92.19	Welcome letter stationary for Cllr. Newman	PAID
Viking	27-Jul	189.00	37.80	226.80	Bookcase for Parish Office	PAID
S&P Printing	21-Sep	439.00	33.40	472.40	Printing of Parish Letter & Directory	PAID
Laurence Worton	30-Sep	64.05	0.00	64.05	September Grass Cut & Flagpole	
Terry Parsons	23-Sep	100.00	0.00	100.00	Payment for Parish Letter printing	PAID
Uniserve	18-Sep	96.26	19.25	115.51	Anti Virus & Encryption Service Annual	PAID
RALC	20-Sep	85.00	0.00	85.00	Subscription & Geosphere mapping	PAID
Equals Card						
Amazon	14-Sep	20.46	4.09	24.55	Wrist Support/Ring binders/Labels	PAID

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EE	22-Sep	30.00	0.00	30.00	Clerk Mobile Top Up	PAID
Zoom	17-Sep	23.98	4.80	28.78	Online video monthly subscription x 2	PAID
ICO	28-Sep	40.00	0.00	40.00	Data Commission Annual Registration	PAID
TOTALS		2025.81	243.48	2200.51		
Salaries						
Nest Pension	31-Oct			73.50	Pension Contributions September 2020	
HMRC	31-Oct			287.82	September Tax	
Expenses						
<i>None to report</i>						

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