

ETCHINGHAM PARISH COUNCIL
Minutes of the Meeting of the Etchingham Parish Council
held on Thursday 17th January 2019
at 7.30pm at the Parker Hall, Parsonage Croft, Etchingham

Members Present: Cllrs Mr John Barnes, Mrs M Barnes, Mr C Boylett, Mr F Brophy, and Mr G Lucas.

Also present: Ms P Barton – Clerk to the Council, Mr Frank Smith, Chairman of Neighbourhood Plan Committee and members of the public. *The Chairman explained that the Parish Council meeting was a meeting held in public but not a Public Meeting. Any person present wishing to speak about any item on the agenda should do so under agenda item 6 ‘Public Time’. There would not be any other opportunity for the public to speak at the meeting.*

1848. Apologies for Absence:

Apologies for absence were received and accepted from Cllrs. Mr S Barrow and Mrs A Childs, District Councillor Robert Elliston and Mr Paul Stott, Vice-Chair of ETSR.

1849. Minutes of the previous meetings:

The Minutes of the Meeting held on 15th November 2018, having been previously circulated, were agreed and signed as a correct record of that meeting.

1850. Declarations of Interest:

Cllr. J Barnes declared a personal interest in respect of agenda item 13, Etchingham School and Community Development as Chairman of ETSR.

Cllr. M. Barnes declared a personal interest in respect of agenda item 13, Etchingham School and Community Development as Churchwarden and reminded Council that she is a member of the RDC Planning Committee.

Cllr. G. Lucas declared a personal interest in respect of agenda item 13, Etchingham School and Community Development as a School Governor and as Churchwarden.

1851. Etchingham Parish Council – Dispensations

The Clerk confirmed that no written requests for dispensations had been received.

1852. Chairman’s Announcements:

There were no announcements.

1853. Public Time:

- a) ESCC County Councillor John Barnes reported that County has reached the final stages of setting the budget. It is expected to be the maximum increase allowed without redress to a referendum. Economies continue to be made and sought. Lobbying of Central Government continues by County Councils but difficult to surmount the Brexit issue and be heard.
- b) It was reported that RDC had successfully squashed two planning appeals being made for large housing developments in Burwash. One was defeated and one withdrawn by the developer. It was also noted that the lack of additional consultation on design for developments required in the AONB had been a major influence on defeating the appeal that had continued to its conclusion.
- c) It was reported on behalf of ETSR that the imminent departure of the current solicitor, who had moved the lease on so professionally, required a speedy conclusion in signing the agreed document on the part of the Diocese if matters were to be concluded before her departure.
- d) Mr Phillip Hinde was invited to present his report on Traffic Management and Road Safety. This related to the school in particular but many points were valid across the Parish and this was followed by a wider discussion among those present. The full presentation is available on the Village Website with the other documents from this meeting. Brief representations were received from the newly formed ‘20 is Plenty’ group, also comments about on-road commuter parking while spaces in the Station car park remain unused, policies and aspirations to be included in the Neighbourhood Plan including what leverage might be achieved in gaining enhanced safety measures should the Lambing Shed be developed in the future. Response and resolutions from Council will be found under 1854 c (i) following.

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- e) Mr Colin Phillips told the meeting that the CIC was currently considering support for the VIPER site to bring it fully back into operation. However there was still much research to be done as opinions on what was needed to be done varied greatly against the official Annual Inspection undertaken by Council. The issue of invalidating insurance cover by inappropriate or insufficient maintenance, repair or replacement is understood by all parties.
- f) There were no further comments from the general public.
- g) No members of council will be excluded from the meeting so no further reports or comments.

1854. Parish Matters:

a) Village Amenities:

- i) Repair work is finally completed at the old Etchingham Stores. Work continues on the new draft lease to be completed prior to June 2019. Consideration will be given to a new sign on the outside of the premises indicative of its current status (not the tenants' businesses) subject to discussion with RDC planning as this is a Grade II listed building – Clerk to progress.
- ii) Cllr Boylett reported that slow accumulation of donations continues. Full report is on file.
- iii) The Council thanked the CIC for considering organising and paying for work to the VIPER site to enable it to fully reopen, as reported in 1853 e above, and awaits the outcome of its deliberations.
- iv) All immediate action required by the Annual Inspection of the playgrounds has been undertaken and very minor remedial work to the new swings completed f.o.c. No further work can be considered until budget is approved, precept set and the first tranche received in April 2019. It will be probably be necessary to delay detailed resolution until the new Council is appointed after the May election.
- v) There were no other matters to consider.

b) Footpaths:

- i) Cllr F Brophy reported that the new 'dog friendly' stiles were in place on the crossing of the footpath across the railway track near Forge House. The Clerk reported that additional work to improve the ramps either side of the track is still to be completed but has been scheduled by Network Rail with the contractors. Council thanked all concerned for moving this forward so effectively.
- ii) The matter of the sign needed at the entrance to Burgh Woods at the Fysie lane/Burgh Hill junction was raised. Additional quotes are awaited from a local supplier. There were no other matters to consider.

c) Highways and Community Safety:

- i) Following the SLR meeting various matters raised had been concluded including drain jetting and review of potholes as raised. Subsequent complaint direct to County and referred to District had resulted in additional road sweeping and rubbish clearance at lower Burgh Hill and its junction with A265. The next SLR meeting is scheduled in March.
- ii) Cllr Boylett presented the monthly report from Speedwatch. The full report is on file. The call for more volunteers has been sent to the Parish Magazine and will be included in the next issue.
- iii) There were no other matters to consider.

d) Environment and Other issues:

- i) There were no environment issues to consider.
- ii) *It was Resolved that the 2019 Annual Parish Meeting be held after the Council meeting on 16th May (not the April meeting) and the 2020 Annual Parish Meeting be held after the Council meeting on 21st May 2020 (both in order to move away from those year's Easter dates).*
It was also Resolved that the September 2019 meeting of the Council be set for 5th September, the first week in the month instead of the 3rd for this month only.
 The Clerk to inform RDC and other necessary persons.

1855. Planning:

- a) **Cllr Mary Barnes reminded Council that she is a member of Rother District Council Planning Committee.**
 There were no applications to consider.
- b) There were no other planning matters to consider.

Sue Barnes

1856. Finance:

a) 3rd Quarter Accounts 2018/19.

In order to complete work on the Budget and Precept the presentation of the 3rd Quarter Accounts will be deferred to the next meeting.

b) Grants and Donations 2019-2020

Proper application having been made *it was resolved that the following be paid from 1st April 2019 as requested.*

Club/Group	Financial Year 2019/2020 Resolved 17/01/19
GRANTS	
Neighbourhood Plan	1000.00
PCC	500.00
Etchingham Improvements Committee	500.00
Friendship Club (previously Darby & Joan)	100.00
Rother Valley Ladies	100.00
Tuesday Lunch Club	350.00
Brownies	100.00
DONATIONS	
Hurst Green 1 st Responders	100.00
BACT	100.00
Rother Rural Trust	50.00
CPRE	40.00
Etchingham Poppy Appeal	25.00
Total	£2,965.00

- In addition if the Rye Harbour Presentation evening in the Ahrens Hall takes place EPC will donate £35 towards the rent of the Hall to be paid to ETSR.
Further discussion regarding the support and possible help in extending the number of participants for the Tuesday Lunch Club to be deferred to another meeting.

c) *It was Resolved to approve the Budget for 2019-2020 as below and that a Precept of £52,000 should be set.*

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John Bann

Etchingham Parish Council - Budget & Precept 2019-2020		
Budget heading		APPROVED Budget/Precept 19/20
Expenditure:		
Office & Admin costs		
	Clerk Salary & expenses	14,450.00
	Insurance	1,800.00
	Audit	1000.00
	Data Protection Officer (to comply with GDPR)	500.00
	Office & Administration Costs (inc share of office costs with ETSR)	2,000.00
	Subscriptions	550.00
	Parish Communications	300.00
	Training Courses	600.00
	Grants inc £1000 Neighbourhood Plan	3,000.00
Community Projects/Budget Lines		
Traffic Management/pedestrian safety		750.00
Grass Cutting of highways (used to be ESCC/RDC)		
	Village maintenance inc Church Lane	2,000.00
	Trees and risk management of green spaces (inc survey)	5,000.00
	Queens Gardens Equipment maintenance fund	500.00
	Viper Play area Equipment maintenance fund	500.00
	Inspections (not trees) and minor works to play equipment and upkeep green spaces	750.00
	Play equipment match funding to boost ERGT donations	1,000.00
	Village Churchyard	500.00
	Etchingham Community Shop Premises - PWLB Loan	6,432.00
	New Village Hall - PWLB loan	7,164.96
	Cricket Field Project – proposed with PWLB loan approx	4,820.00
	Etchingham Community Shop Premises – Fabric Repair Fund	1,000.00
	Etchingham Community Shop Premises - fees	1000.00
	Cricket Field Project - planned maintenance if required this yr	750.00
	Election expenses	500.00
	Chairman's allowance	150.00
Total Expenditure		57,016.96
Receipts		
Shop Rental income		5000.00
Council Tax Allowance		0.00
Bank Interest		30.00
Total Receipts		5030.00
	PRECEPT requirement	51,986.96

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John Brown

- d) **Authorisation of payments** – the Clerk presented to Council accounts for payment. It was **Resolved that the following payments be approved and that the cheques together with copies of the relevant invoice be signed by two councillors to comply with Financial Regulations and best practice.**

Statement of Receipts & Payments for December 2018 & January 2019

Receipts		Total Receipts	PAID
De Etchingham CIC	1 month rent due 01/12/18 Call & Co		416.50
		Total Receipts	£416.50
Payments December		VAT	PAID
P Barton	Salary & expenses - December 2018	8.36	771.44
Information Commissioner	Annual Data Protection fee		40.00
Active Risk Mgmt Servs Ltd	Annual Inspections both playgrounds		126.00
Focus Group	DD 24/11/18 Office Phone to 28/11/18	4.28	25.66
Payments January			
P Barton	Salary & expenses - January 2019	4.52	828.50
HMRC	Q3 PAYE & NICs		743.66
Crane Designs Ltd	DD 01/01/19 Web hosting fee for month	2.50	15.00
Crane Designs Ltd	Village website domain (for 2 years)	4.00	24.00
SSALC Ltd	Elections Briefing for Clerk	8.00	48.00
Co-Op Bank	Auto chg fee sweep for 1/4		30.00
Focus Group	DD 24/01/19 Office Phone to 18/12/18	3.31	19.85
		Total Payments	£2,672.11

1857.

Etchingham Proposed Cricket Field Development:

The date of the public meeting to discuss the approval, or otherwise, of Council proceeding to apply for a PWLB loan of £100,000 is set for Saturday 2nd February in the Ahrens Hall. Full details and a Survey Form will be delivered to each house in Etchingham Civic Parish by the Post Office and further information available through E Bulletin, Facebook and the Village Website.

It was **Resolved that voting should be per person on the Electoral Register and not one per household.**

1858.

Etchingham Neighbourhood Plan

Mr Frank Smith, Chairman of the Neighbourhood Plan, presented a status report. The full report is on file. All the amendments and comments on the Draft Policies have been submitted to the Consultant prior to final check and then presentation to Rother District Council. Following that, and any subsequent changes required, the 6-week consultation period with the Village (to be organised by RDC) will proceed.

1859.

Public Realm Working Party

Nothing to report at this time regarding Etchingham.

1860.

Etchingham School and Community Development

Cllr. J Barnes declared a personal interest as Chairman of ETSR.

Cllr. M Barnes declared a personal interest as a Churchwarden.

Cllr. G Lucas declared a personal interest as a Churchwarden.

Cllr John Barnes confirmed that the final version of the Lease signed by ETSR and guaranteed by Parish Council has been returned, via our solicitor, to the Diocese for the final signatures required from them.

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J Barnes

1861.

To receive Reports from Members and Representatives and pass such resolutions as may be necessary:-

- a) There had been no meetings of SALC so there was no report.
- b) The minutes of the RALC meeting on 9th January were not yet available.
- c) Cllr Lucas, in Cllr Childs absence, reported that recruitment for a new Head is proceeding. Cllr Childs submitted a written report adding detail of outings and projects undertaken by the children, which has been circulated and is on file, after the meeting once she was returned to health.
- d) There were no other meetings or conferences attended.

1862.

Correspondence

It was Resolved that the Clerk should write a letter of support for the Hurst Green Parish Council initiative to improve access and facilities to Stage Field.

All other correspondence having been distributed by e-mail upon receipt there were no further items to discuss.

1863.

Etchingham Parish Council – Notification to members of Council decisions:

There were no notifications.

1864.

Agenda items for the next meeting

As noted through the above minutes.

Signed.....
John Banvi

Date.....
21/II/2019

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