

ETCHINGHAM PARISH COUNCIL
Minutes of the Meeting of the Etchingham Parish Council
held on Thursday 21st November 2019
at 7.30pm at the Parker Hall, Parsonage Croft, Etchingham

Members Present: Cllrs, J Barnes (in the Chair), Mrs M Barnes, Mr S Barrow, Mr R Beeney, Mr C Boylett, Mr D Lambert and Ms Roma Turner.

Also present: Ms P Barton – Clerk to the Council, District Cllr E Kirby-Green 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.

2015. Apologies for Absence:

There were apologies for absence from a resident and Mr Paul Stott Vice Chair ETSR, which were accepted.

2016. Minutes of the previous meetings:

The Minutes of the Meeting held on 17th October 2019 having been previously circulated, were agreed and signed as a correct record of that meeting.

2017. Declarations of Interest:

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

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

2018. Etchingham Parish Council – Dispensations

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

2019. Chairman's Announcements:

There were no Chairman's announcements.

2020. Public Time:

- a) As ESCC is currently in 'purdah' due to the forthcoming General Election there can be little new action. However it can be reported that Council Tax is likely to be set at the maximum 5% due to the mounting costs of adult care. Some one-off monies from Central Government are hoped for and work is progressing on the best way to use this. A useful seminar on road repairs has been held. The A265 is scheduled for work from Burwash Weald through to Hurst Green, beginning at the former in the New Year.
- b) District Cllr Kirby-Green reported that RDC have declared a District Climate Emergency. Amendments to Planning Committee procedure have been accepted to allow greater participation by 'interested' Cllrs not on that Committee. RDC has a new Corporate Plan. Budget discussions are underway but it is already decided to increase the cost of garden bins (brown) to rise to £40 followed by two annual increments of £5 to achieve £50 in year 3. The DaSA has been approved and the core Strategy is being revised. The architect for the Strand Meadow proposed development in Burwash is due to present to the Burwash Planning Committee followed by public consultation prior to a full application being sent to RDC when EPC may comment as on previous applications.
- c) In his absence Mr Paul Stott had reported to the Clerk that there was nothing new to bring to EPC's attention.
- d) i) ESCC can now adopt Parsonage Croft so concerns regarding gritting in inclement weather can now be raised by the School with them.
ii) Concerns regarding pedestrian and road safety to be addressed under 7c ib.
- e) No members of council will be excluded from the meeting so no further reports or comments.

2021. Parish Matters:

a) **Village Amenities:**

- i) Hawk Property Management has not responded to the request to investigate the leak in the flat roof at the shop so further advice will be taken on how to proceed.
- ii) The Zurich Loss Adjustors are still waiting to secure access to 1 The Orchard to inspect the damage. Cllr Beeney has received agreement in principle from a qualified tree-man to give help with the work required to the Fysie Lane/Burgh Hill trees and vegetation on EPC owned land.
- iii) The village sign has been installed after considerable difficulty in removing the base of the old. There were no other matters to consider.



b) **Children and Young People:**

- i) Cllr Turner reported that Enrichment Week and the Anti-bullying sessions had been very well received. Parent participation remains pleasingly high and involved with School activities.
- ii) Cllr Boylett reported that Give As You Live remains steady. The full report is on file.
- iii) Cllr Lambert reported that the Working Party, having considered the village response to the survey, has revised the spec for Queen's Garden and now waits the final quotes. The scope of grants is being investigated and proposals for a fund raising drive to selected individuals is being progressed.
- iv) There were no other matters to consider.

c) **Highways, Footpaths and Community Safety:**

- i) a) After due consideration, with the confirmation that RDC would not be contributing to additional grass cuts, **it was Resolved that EPC would contract ESCC to continue the grass cutting programme as at present.**
b) Following correspondence from a resident the SLR will be asked to confirm that ESCC will adopt Parsonage Croft and designate as a road for priority gritting and consider the implementation of a 20mph zone for the School.
b) After due consideration **it was Resolved that EPC would contract 2020 Consultancy to undertake the traffic and speed counts required by ESCC to progress the Road Safety Feasibility Report.**
c) ESCC Highways has confirmed its ownership of the entire strip of land between the Highway's one-metre standard from the road edge and the fenced boundary line of the landowner/farmer (currently Mr Andrew Morton) and refer to the area adjoining the gate to his field as a 'lay-by'. The issue of the dangerous condition of this area will be raised at the next SLR.
d) ESCC Highways, having been informed of the increasing incidence of drivers illegally turning right from Haremere Hill into Burgh Hill, on replacing the damaged previous 'No Left Turn' of vintage design with the modern equivalent residents are pleased at the outcome.
- ii) Cllr Boylett's full Speedwatch report, having been previously circulated, was taken as read and approved. The full Report is on file.
- iii) Nothing to report on footpaths.
- iv) The issue of continuing dangerous driving at speed along pavements was raised and will be discussed further at a future meeting to be raised with SLR and the MP once the General Election is concluded

d) **Environment and Other issues:**

The drains by the shop continue to give concern.

2022. Planning:

Cllr Mary Barnes reminded Council that she is a member of Rother District Council Planning Committee

- a) RR/2019/1847/P - Court Lodge Farm, Etchingham Road, Burwash – this application has been withdrawn.
RR/2019/2093/P – The Nursery, High Street – An amendment to the previous plans to reduce the side extension to one and a half stories. **It was resolved to maintain Support dependent on neighbours being content and due care taken as to design and materials appropriate to the location.**
RR/2019/2340/L – Borders, Borders Lane - Replacement of timber windows and French doors (including side lights) on a like-for-like basis as they are beyond economic repair. **It was resolved to Support.**
- b) EPC, being aware that amended plans are being prepared for the Strand Meadow development in Burwash, will await the outcome before making comment although any medium/large scale development of this site will impact on traffic and local services.
There were no other planning matters to consider.

2023. Finance

- a) The 2nd Qtr Accounts Etchingham Parish Council – Half Year Accounts 2019/20, being incomplete, the RFO presented a report, held on file. Council accepted the report and will consider the accounts when presented at the next meeting.
- b) The draft Budget for 2020/2021 was presented (Appendix 1) and **it was Resolved that the final budget be prepared in line with the draft. It was also Resolved that in future sums remaining against Budget lines be considered for inclusion in Ear Marked Reserves in order to create maintenance funds for the future.**
- c) **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.**



Payments November		VAT	PAID
P Barton	Salary & expenses - November 2019	0.00	948.62
Tim Crane	Second half payment - village maintenance		767.50
Mr M Jarrett	Annual tuning of piano		70.00
SSALC Ltd	Advanced Leadership Day (Clerk)	24.00	144.00
SSALC Ltd	In House Training - EPC & Clerk	90.00	540.00
SSALC Ltd	Finance Workshop - Cllr Lambert (portfolio)	14.00	84.00
Crane Designs Ltd	NP Mthly charge for hosting site DD 6/11/19	2.50	15.00
Crane Designs Ltd	EPC Mthly charge for hosting site DD 6/11/19	2.50	15.00
Focus Group	DD 26/11/19 Office Phone to 31/10/2019	3.59	21.56
Total Payments			£2,605.68

It was Resolved that in order to progress the setting up of the compliant new EPC website the Clerk and Cllr Boylett were authorised to proceed including initial expenditure resolved appropriate from Cllr Boylett's report outlining quotes from reputable suppliers upto a maximum of £1000 (one thousand pounds).

2024. Etchingham Proposed Cricket Field Development:

It was Resolved that this should not be a regular item on subsequent agenda until such time as progress could be reported. The project has not been cancelled.

2025. Etchingham Neighbourhood Plan

The re-drafted Reg 14 Consultation documents having been returned by the Consultant work continues to prepare for Reg 14 with the assistance of RDC.

2026. Public Realm Working Party There was nothing to report.

2027. Etchingham School and Community Development

It was Resolved that in future this item and the ETSR report be known as Village Community Halls.

2028. 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, however it was noted that Cllr J Barnes has been appointed a Director representing East Sussex on the SSLAC Board.
- b) The RALC meeting discussed the subject of speeding and how Rother might set an example in 'education' so that in future speeding would be as socially unacceptable as driving under the influence of drink or drugs.
- c) An in-house training session attended by all the councillors of EPC and the Clerk was facilitated by Trevor Leggo and Ian Davidson, Chairman of SALC and legal advisor to SALC respectively as an introduction to new councillors and a refresher session for established councillors on the scope of Parish Council responsibilities and powers. **It was Resolved that a 5-Year Business Plan session facilitated by Trevor Leggo would be arranged for the New Year.**

2029. Correspondence

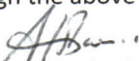
A request from the Village Fireworks group to see if EPC could offer or suggest an alternative site for the annual firework display was discussed. Unfortunately **it was Resolved that there was no help that EPC could offer.** All other correspondence having been distributed by e-mail upon receipt there were no further items to discuss.

2030. Etchingham Parish Council – Notification to members of Council decisions:

There were no notifications.

2031. Agenda items for the next meeting

As noted through the above minutes.

Signed.....

Date.....
16.11.2020

Etchingham Parish Council - Budget & Precept 2020-2021

Budget heading	2019/2020	PROPOSED 2020/2021
Expenditure:		
Office & Admin costs		
Clerk Salary & expenses	14,450.00	17500.00
Insurance	1,800.00	1000.00
Audit	1000.00	750.00
DP Office for GDPR not required 20/21	500.00	0
Office & Administration Costs (inc share of office costs with ETSR)	2,000.00	2500.00
Subscriptions	550.00	600.00
Parish Communications (INC new website)	300.00	1500.00
Training Courses	600.00	750.00
Grants inc £1000 Neighbourhood Plan	3,000.00	3500.00
Community Projects/Budget Lines		
Traffic Management/pedestrian safety	750.00	2000.00
Grass Cutting of highways (used to be ESCC/RDC)		250.00
Village maintenance inc Church Lane	2,000.00	2500.00
Trees and risk management of green spaces	5,000.00	3300.00
Queens Gardens Equipment maintenance fund	500.00	500.00
Viper Play area Equipment maintenance fund	500.00	500.00
Viper Play area Equipment matched cost of repair/replacement with CIC		2500.00
Inspections (not trees) and minor works to play equipment and upkeep green spaces	750.00	750.00
Play equipment match funding to boost ERGT donations	1,000.00	1,000.00
Village Churchyard	500.00	500.00
Etchingham Community Shop Premises - PWLB Loan	6,432.00	6432.00
New Village Hall - PWLB loan	7,164.96	7164.96
Queen's Gdn (not Cricket Field) – proposed with PWLB loan approx	4,820.00	1500.00
Etchingham Community Shop Premises – Fabric Repair Fund	1,000.00	1500.00
Etchingham Community Shop Premises - fees	1000.00	750.00
Cricket Field Project - planned maintenance if required this yr	750.00	0
Election expenses	500.00	500.00
Chairmans allowance	150.00	200.00
Total Expenditure	57,016.96	59,946.96
Receipts		
Shop Rental income	5000.00	5000.00
Bank Interest	30.00	50.00
Total Receipts	5030.00	5050.00
PRECEPT Requirement	51,986.96	54,896.96

Annual salary review + inc cost of expenses not on other budget lines
final premium not established last year at budget time

ESALC&NALC = £283.50

set up yr 1 then £500 pa ongoing to inc all

to reserve £500 for 'exceptional' requests through year

no full LANTRA survey BUT may have a large bill for the TPO oak (insurance not withstanding)

if decided to have PWLB then put towards maintenance fund

£25k over 25 years

Last Year

To achieve £52,000 using notified tax base (411.8) is an increase of £15.51 per annum for Band D i.e. from £110.76 to £126.27 = 14%, slightly less than last year and represents an increase of a little under 25p per week.

This Year

To achieve £55,000 using last year's notified tax base (this years not available yet) is an increase of £7.30 per annum for Band D i.e. from £126.27 to £133.57 = 5.8% slightly less than last year (again) and represents an increase of a little under 15p per week.