

ETCHINGHAM PARISH COUNCIL
Minutes of the Meeting of the Annual General Meeting (Statutory) for Etchingham Parish Council
held on Thursday 16th June 2022
at 7.30pm The Parker Hall, Etchingham

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

Also present: Ms P Barton – Clerk to the Council and five 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.

2450. Election of Chairman:

Nominations were called. Cllr John Barnes was nominated and seconded. There being no other nominations, Cllr J Barnes was unanimously declared Chairman.

2451. Declaration of Acceptance of Office in respect of the Chairman:

Cllr J Barnes duly read out and signed the Declaration of Office, witnessed by the Clerk.

2452. Apologies for Absence:

There were apologies for absence from Cllr R Beeney and County/District Cllr Eleanor Kirby-Green.

2453. Election of Vice-Chairman:

Nominations were called. Cllr Colin Boylett was nominated and seconded. There being no other nominations, Cllr C Boylett was unanimously declared Vice-Chairman.

2454. Declaration of Acceptance of Office in respect of the Vice-Chairman:

Cllr C Boylett duly read out and signed the Declaration of Office, witnessed by the Clerk.

2455. Declarations of Interest:

Cllr. J Barnes his appointment as a member of the RDC Planning Committee.

Cllr. M. Barnes reminded Council that she is a member of the RDC Planning Committee.

2456. Etchingham Parish Council – Dispensations:

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

2457. Review of portfolios and appointment of portfolio holders:

It was *Resolved to defer until the next meeting when the newly co-opted councillor would have been declared.*

2458. Election of Representatives to outside bodies:

It was *Resolved to defer until the next meeting when the newly co-opted councillor would have been declared.*

2459. Schedule of Meeting Dates for 2022-2023:

Attached as Appendix A

2460. Minutes of the previous meetings:

The Minutes of the Meeting held on Thursday 21st April 2022 and 19th May 2022 having been previously circulated, were agreed and signed as an accurate record of those meetings.

2461. Chairman's Announcements:

There were no announcements

2462. Public Time:

- a) County Cllr Eleanor Kirby-Green although absent had submitted her monthly report which was adopted unanimously and is held on file.
- b) District Cllr John Barnes reported that the while progress is continuing to be made processing the backlog of planning applications this has slowed down slightly. He also reported on the consultation called at very short notice of the £14.6M project, Renaissance of Bexhill Town Hall and other concerns regarding current financial management by RDC as reserves are being rapidly depleted to 'balance the books'.
- c) A short verbal report was made by the Clerk on behalf of ETSR. While the current financial situation is comfortable there is a worrying decline in bookings particularly of celebration type of events. All local halls are facing similar difficulties but may well have fewer overheads that are essentially outside their control.
- d) Going forward the Chairman of TESAG will be sending a monthly report but in the interim had tabled two sets of minutes from their meetings which were approved and will remain on file,
- e) A member of the public thanked council for its grant towards the cost of the large marquee to facilitate the Jubilee party held at the Bistro. The MOP also asked about progress deciding the fate of The Old Stores and was informed that there has been difficulty in raising the necessary builders' quotes to fully assess the options.

- e i) The chairman invited the two applicants for the vacancy on the parish council to speak and explain their reasons for wishing to be co-opted and what they felt they could bring to the council should they be successful. There followed a short Q&A session between the applicants and the council. Both applicants were thanked by the chairman for their excellent presentations. The decision will be made in closed Session at the end of this meeting and the applicants will be informed the following day.
- f) As no members were to be excluded this right was not exercised.

2463. Finance

- a) It was **Resolved that the Insurance Policy be renewed with Zurich as part of the 5-year agreed contract.**
- b) Authorisation of payments – the Clerk presented the accounts for payment to the Council.

Payments May		TOTAL PAID
de Etchingam CIC	Match funded grant for Platinum Jubilee event	1,000.00
P Barton	Salary & Expenses May 2022	1,563.22
L Worton	Salary & Expenses Apr 2022	94.30
KPS Contractors	Tree works at Burgh Wood, Fysie Lane	19,860.00
Outdoorsy Living Ltd	Supply & install zipwire & repair ramp VIPER	4,596.00
Zurich Municipal	Annual Insurance Premium inc tax	1,005.61
WEL Medical Ltd	Electrode Pads for the Defib in Mkt Squ	55.08
Crane Designs Ltd	NP Mthly charge for hosting site DD 06/05/2022	15.00
Crane Designs Ltd	NP Mthly charge for hosting site DD 06/05/2022	15.00
Focus Group	Office Phone DD 30/05/2022	35.03
Total Payments		£27,239.24

Payments June		TOTAL PAID
Bistro@the Station	Coffee & Cake 18th May for 19 people	47.50
P Barton	Salary & Expenses June 2022	1,373.92
L Worton	Salary & Expenses May 2022	39.50
Active Risk Management Services Ltd	Annual Safety Inspection and Report on 2 x playgrounds	190.00
EDF	Electricity supply for The Old Stores	16.29
Surrey Hill Solicitors	Fee for initial advice regarding ETSR	396.00
Etchingam Music Festival	Donation/Grant agreed & minuted at 2397 b	500.00
Crane Designs Ltd	NP Mthly charge for hosting site DD 08/05/2022	15.00
Crane Designs Ltd	NP Mthly charge for hosting site DD 08/05/2022	15.00
Focus Group	Office Phone DD 29/06/2022	37.36
Total Payments		£2,630.57

It was Resolved that the payments for May and June 2022 be approved and that proof of the BACs payments together with copies of the relevant invoices be signed by two councillors to comply with Financial Regulations and best practice as soon as possible.

2464. Parish Matters:

a) **Village Amenities:**

- i) The Clerk is still trying to obtain further quotes for the work required and will report back next month.
- ii) The Monthly Inspection Reports for the playgrounds were accepted. The estimate provided by the Caretaker to repair the Council side of the Notice Board was also approved. The Annual Inspection Reports from the Inspector were also accepted and the removal of the remaining section of the Agility Trail will be expedited. Reconvening the Playground Working Party to be discussed at the next meeting.
- iii) The special Strawberry Cream Tea at the Bistro supported by the Parish Council (to take the opportunity to use the large marquee before it was removed) was a very well received. The usual arrangements for Coffee & Cake morning will be made next month.
- iv) There were no other matters to consider.

b) **Children and Young People:**

- i) Cllr Turner reported due the unexpected departure of the Head Teacher her meeting with 'the school' has yet to take place. However, she did report the TESAG hope to engage the school children in a variety of ways to become involved in their project.
- ii) Cllr Boylett reported that donations are still climbing steadily.
- iii) There were no other matters to consider.

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

- i) The potholes degrading the edges of the roadway in Church Lane are beginning to cause concern again.
- ii) Cllr Boylett had submitted his Speedwatch report which was accepted and is on file.
- iii) Cllr Boylett had submitted the reports from Rother Police which were accepted and are on file.
- iv) There were no other matters to consider.

d) **Environment and Other issues:**

There were no matters to consider.

e) **Communications:**

There were no matters to consider.

2465. Planning:

Cllr Mary Barnes reminded Council that she is a member of Rother District Council Planning Committee and Cllr John Barnes reminded Council that he is now also a member of Rother District Council Planning Committee

- a) **It was Resolved that RR/2022/726/L: Horsebrooks Farm, Ludpit Lane, Burwash should be supported by EPC. It was also Resolved that EPC had no objection to application RR/2022/1241/P: South Lodge, Myskins Road.**
 - b) i. The investigation through Enforcement at RDC was welcomed in the issue of nos. 8, 9, 10 and 11 Church Farm Close of the possible attempt at avoidance of a s106 and **it was Resolved that EPC would support the residents in this dispute as far as possible.**
ii. **It was Resolved that the clerk be authorised speak on behalf of Etchingham Parish Council in the matter of applications RR/2021/1573/P and RR/2021/1574/L at the RDC Planning Committee Meeting at Bexhill Town Hall on 23rd June.**
- There were no other planning matters to discuss.

2466. Review of Parish Council Policies, Procedures and Protocols.

It was Resolved to defer this item to the next meeting of the Parish Council taking the most urgent documents first.

2467. Correspondence

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

2468. Etchingham Parish Council – Notification to members of Council decisions:

There were no notifications.

2469. Agenda items for the next meeting to be held on Thursday 21st July 2022 in The Parker Hall at 7.30pm

As noted through the above minutes.

Signed..... By the Chairman

Date..... 21st July 2022

APPENDIX A

Thursday	19 th May 2022	FULL COUNCIL MEETING Annual General ‘Statutory’ Meeting ANNUAL PARISH MEETING INQUORATE SO CANCELLED	7.30 p.m.
Thursday	16 th June 2022	FULL COUNCIL MEETING Annual General ‘Statutory’ Meeting Parker Hall, Parsonage Croft	7.30 p.m.
Thursday	21 st July 2022	FULL COUNCIL MEETING Parker Hall, Parsonage Croft	7.30 p.m.
Thursday	18 th August 2022	FULL COUNCIL MEETING Parker Hall, Parsonage Croft	7.30 p.m.
Thursday	15 th September 2022	FULL COUNCIL MEETING Parker Hall, Parsonage Croft	7.30 p.m.
Thursday	20 th October 2022	FULL COUNCIL MEETING Parker Hall, Parsonage Croft	7.30 p.m.
Thursday	17 th November 2022	FULL COUNCIL MEETING Parker Hall, Parsonage Croft	7.30 p.m.
Thursday	8 th December 2022	F & GP COMMITTEE MEETING Parker Hall, Parsonage Croft	7.30 p.m.
Thursday	19 th January 2023	FULL COUNCIL MEETING (Budget & Precept Resolutions) Parker Hall, Parsonage Croft	7.30 p.m.
Thursday	16 th February 2023	FULL COUNCIL MEETING Parker Hall, Parsonage Croft	7.30 p.m.
Thursday	16 th March 2023	FULL COUNCIL MEETING Parker Hall, Parsonage Croft	7.30 p.m.
Thursday	20 th April 2023	FULL COUNCIL MEETING Parker Hall, Parsonage Croft	7.30 p.m.
Thursday	18 th May 2023	FULL COUNCIL MEETING Annual General ‘Statutory’ Meeting & ANNUAL PARISH MEETING Parker Hall, Parsonage Croft	Times to be confirmed