

ICKLESHAM PARISH COUNCIL

Minutes of the Meeting held on the 14th April 2008 at 7.15pm at The Community Hall, Winchelsea Beach

Present: Councillors Mrs F Bates, B Chishick, R Comotto, J Horsman, P Hurrell, Mrs S Lyward, Mrs C Merricks, T Moore, Mrs J Stanford, M Terry, B Thompson.

In attendance: Cllr. N Ramus (RDC), D Rosewell (Clerk). Members of the public were also present.

08/054 The Vice Chairman, Cllr. Horsman, welcomed those present to the meeting at 7.20pm. He informed the meeting that Cllr. Bronsdon, the Chairman, was unwell and unable to attend. As Vice Chairman, therefore, he would be chairing the meeting.

08/055 The Chairman invited questions from the public. There were a number of questions about the refurbishment project at the Icklesham Memorial Hall. The Council was asked why so much information was needed by the parish council to which the answer given was that the information required had always been the same and as stated in the resolution passed in November 2005. It was also asked whether it would be necessary for the Council to vote again on the issue of whether a grant will be made to the Icklesham Memorial Trust for this project. The answer was no.

08/056 To receive reports and to ask questions of Cllr. Ramus concerning Rother District Council matters.

Cllr Ramus apologised on behalf of Cllr. Osborne who had a meeting in Rye that was necessary for him to attend. Cllr. Ramus reported that a new scheme for collection of waste is being implemented involving different types of bag. He also reported that there had been a number of issues in respect of planning that he had been involved with. He gave his apologies in advance for being unable to attend the Annual Parish Assembly in May. He was asked about the availability of green bins and replied that these hadn't arrived yet but assured the meeting that this scheme would work eventually.

Sergeant John Berry of Sussex Police reported on the service provided by the police, including PCSOs. He reported that additional funding means that 47 officers would be added to neighbourhood policing across the force's area. He said that no particular issues had arisen this month in the area but that speed issues were of particular interest at the moment and that a speed gun was now in use.

08/057 The meeting now formally opened for council business at 7.42pm. The Chairman congratulated Cllr. Moore on his appointment as Mayor of Winchelsea. He also asked for the meeting's agreement to move item 10, concerning Icklesham Memorial Trust update, to follow immediately after Item 7 (Agreement of the Minutes). **This was agreed.**

08/058 To receive and record any apologies for absence.

Apologise had been received from Cllrs. Bronsdon and Sutton.

08/059 Disclosure of Interests and Code of Conduct.

Declarations of interest were received from Cllr. Comotto in respect of items 13 and 19(b) to 19(d).

08/060 To consider and approve the signing of the Minutes of the Council's meeting of the 10th March 2008 by the Chairman.

Cllr. Comotto moved that it be made clear in item 08/031 that Mr Michael Alford had supported the proposal concerning the Mary Stanford Lifeboat. In respect of item 08/047 The Mary Stanford Lifeboat parish survey, Cllr. Mrs Stanford asked that the following be inserted at the end of that paragraph. "Cllr. Stanford reported that there was strong support for the view that the building should remain. Cllr. Sutton confirmed that the building acted as a landmark." With these amendments, it was moved by Cllr. Comotto, seconded by Cllr. Thompson, that the minutes be approved. **Agreed.**

Item 10 was now taken

The meeting was formally suspended to allow non-councillors to provide an update on the Icklesham Memorial Hall refurbishment project.

08/061 Icklesham Memorial Hall Refurbishment Project.

Mr Manning, the architect advising the Icklesham Memorial Hall Trust, reported that tenders had been received the week before. The agreed contract figure had been sent to Paul Croft Ltd in a letter of intent. It was intended that the contract period should commence on the 5th May for 6 months, until 7th November. He said that all required items had now been provided, except the performance bond, and he reminded Council of his remarks in the covering email to the documents that had been sent the previous Friday in respect of the performance bond arguing that the cost of the bond was high in comparison to the risk taken and he suggested that the performance bond requirement was not necessary. There followed a long discussion about the requirement in the original resolution of November 2005 and whether the requirement for a performance bond should be dropped. The point was made by some councillors that it was still necessary to have time to consider the documents sent by email and that if the performance bond requirement were to be dropped, it would be necessary to have a formal resolution to Council. Others expressed concern at the delay. Cllr Stanford expressed regret that Cllr Terry's involvement in the project group did not appear to have expedited the work. Mr Manning said that the money would not be needed immediately and he was happy to provide more detailed information for the next council meeting in order that matters can proceed.

The meeting now re-opened formally.

08/062 Matters arising

The Mary Stanford Lifeboat House. The Clerk reported that following the previous meeting when he had been asked to seek advice on the appropriateness of the survey letter in respect of sensitivity towards the families of those who perished in the Mary Stanford disaster, he had sought advice from those in the Rye Harbour area believed to have informed view on this subject and it appears that the feeling is that no harm would be caused by sending out the survey. It was simply seeking people's views. **It was agreed** to proceed with the distribution of the survey. The Clerk will arrange for printing of the appropriate number of survey letters for each ward. Cllr. Mrs Lyward kindly offered to provide the necessary printing for Winchelsea Beach ward.

08/063 Financial Matters

- a) **Receipts & Payments report for the year to 31st March 2008 (circulated).** Proposed by Cllr. Comotto, seconded by Cllr. Thompson that this be approved. **Agreed.**
- b) **To approve items for payment for April 2008.** The Clerk tabled items of expenditure totalling £3,626.53 for April which concerned cheques numbered 1895 to 1908 sequentially, plus £730.00 Standing Orders. Proposed by Cllr. Comotto, seconded by Cllr. Thompson that these be approved. **Agreed.**
- c) **Estimate for approval.** Not proceeded.

08/064 Councillor Chishick proposes the following resolution:

"The Council will ask Icklesham Memorial Trust to confirm which of the grant-giving bodies it listed in September and November 2005 were approached and what response was received from each."

Cllr Mrs Merricks suggested that Cllr Chishick sought independent advice from the Monitoring Officer as to whether he had an interest in the Icklesham Memorial Hall as he is the senior partner of the practice that holds a surgery in the Hall.

Proposed by Cllr. Chishick, seconded by Cllr. Comotto. After discussion, the matter was put to a vote. **Not approved.**

08/065 Correspondence

The Clerk reported on various items of correspondence, including notification of price increases for electricity and dog bin emptying.

08/066 Winchelsea ward councillors propose the following resolution: -

“The Council will purchase six A2 posters (laminated and printed on vinyl on foamex panels) designed by Winchelsea Speed Watch for a speed awareness campaign in Winchelsea, and possibly other wards, at a cost of £33 each plus VAT plus the cost of delivery. The money to be funded by a virement from sum included in the 2008/09 budget for donations. The expenditure is authorised under the Local Government and Rating Act 1997 (s26) and Road Traffic Regulation Act 1984 (s72).”

Proposed by Cllr. Comotto, seconded by Cllr. Hurrell. After discussion an amendment was proposed by Cllr. Mrs Merricks, seconded by Cllr. Terry, that the sentence commencing ‘The money to be funded ..’ should now read ‘The money to be funded by virement from sum included in the 2008/09 budget for Flood Watch Cards.’ The amendment was carried and **the amended motion was agreed.**

08/067 Proposals for the Annual Parish Meeting.

The Clerk produced a draft leaflet/poster drawn up by himself and Cllr. Bronsdon. The Clerk said that Cllr. Bronsdon had had considerable input into this. He also said that the proposals submitted by the Winchelsea ward councillors coincided in many respects with the ideas that Cllr. Bronsdon had had in his consideration of how the Annual Meeting might be restructured. Cllr Mrs Merricks suggested that as the Chairman had put much time and thought into this year’s APM and that Trevor Leggo was giving a presentation at the forthcoming RALC meeting on Annual Parish Meetings further discussion about future APM’s should be deferred. **It was agreed** that the Clerk should complete the draft version of the poster/leaflet and seek to get these printed at the same time as the survey letters for the Mary Stanford Lifeboat issue in the expectation that this may well reduce costs.

08/068 Quality Council status – update.

Deferred due time restraints.

08/069 Reports from Council Representatives.

Deferred due time restraints.

08/070 Winchelsea ward councillors submit a request that the Council endorse the attached letter and write to Rother District Council accordingly.

Proposed by Cllr. Mrs Stanford, seconded by Cllr. Hurrell. **Approved.**

08/071 Cllr. Mrs Stanford submits a request that the Council endorse the attached letter and write to Rother District Council accordingly.

Proposed by Cllr. Mrs Stanford, seconded by Cllr. Hurrell. **Approved.**

08/072 Cllr. Comotto proposes the following resolutions (deferred from previous meeting):

- a) *“The Clerk will table for discussion the question of ‘Encouraging and assessing consultation and communication with residents by the Council and by ward councillors.’”*
- b) *“In order to comply with its statutory obligations under the Crime and Disorder Act 1998, the Council will conduct an audit of the state of its knowledge of local crime and disorder problems and the extent of the action it has taken to reduce those problems. It will review its current plans, strategies and policies, to ensure that they comply with the Act, and review its decision-making procedures to ensure and demonstrate future compliance. This exercise will be completed before the start of the financial year 2009/10.”*
- c) *“In addition, in response to the request in the Local Councils Support Policy of Sussex Police, the Council will nominate a lead councillor for community safety in each ward. This councillor will report to the Council each quarter on crime and disorder issues in their ward and propose appropriate action by the Council.”*
- d) *“The Council will consider the establishment of Local Action Teams in wards.”*

Deferred due time restraints.

08/073 Cllr. Terry submits the following for consideration by the council.

- 1) The creation of a maintenance schedule which would provide a checklist to ensure that repairs are timetabled and not forgotten, even when they have to be delayed. This schedule needs to be driven by the risk assessments.
- 2) The reformatting of the budget. It should be divided into Revenue and Capital. Revenue should be divided into Administration and Maintenance. Capital should clearly distinguish the Council's own projects from donations and grants to others. There should be a 3-year projection, if only for Capital. In preparing the projection, account should be taken of depreciation (not in an accounting sense, but in a practical sense of when we will need to repair or replace the item), so that we can plan our future expenditures and, if necessary, build up funds ahead of expenditure.
- 3) Rather than responding reactively to property wearing out, the Council should try to plan its maintenance and re-equipment activities. This pro-active approach should start by ward councillors, in consultation with the Clerk, conducting a comprehensive assessment of the state of Council property in their ward and producing a projection of the future work needed to maintain and, where necessary, replace property. Any proposals for material expenditure on maintenance and replacement should be put to the community in each ward for consultation, and ward councillors should measure the need for the property concerned (e.g. proposals for playground equipment major maintenance or replacement should quantify the number of users and likely frequency of use, other similar facilities, alternative equipment) before reporting to the Council.

Deferred due time restraints.

08/074 Cllr. Comotto submits the following:

How many risk assessments have been done in each ward and in what months since May 2007?

Deferred due time restraints.

08/075 Icklesham Recreation Ground

- a) Icklesham Trust Committee requests permission to hold its annual fete on the ground on 12th July 2008. Agreed.
- b) The Clerk will report on issues concerning the breach in the hedge by Workhouse Lane.
The Clerk reported briefly that estimates were being sought for a staggered bar gate system at Icklesham.

08/076 Date and venue for the next meeting.

The date of the next meeting (AGM) was confirmed as Monday May 12th 2008 at The New Hall, Winchelsea, commencing at 7.15p.m.

The meeting closed at 9.28pm.