

ICKLESHAM PARISH COUNCIL

Minutes of the Meeting held on the 9th June 2008 at 7.15pm at The Village Hall, Rye Harbour

Present: Councillors Mrs F Bates, C Bronsdon (Chairman), B Chishick, R Comotto, P Hurrell, Mrs S Lyward, Mrs C Merricks, T Moore, Mrs J Stanford, H Sutton, M Terry, B Thompson.

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

08/101 The Chairman welcomed those present to the meeting at 7.15pm.

08/102 The Chairman invited questions from the public. Mr Spencer, of Winchelsea, raised the issue of problems in Rookery Lane, Winchelsea, with people parking whilst dropping children off at the school causing damage to the verge. He raised concerns that if bollards are placed on the edge of the road it will have a detrimental effect on him and others in terms of people crossing their grassed areas. He suggested that a graded approach be taken, beginning perhaps with notices. Mr Turner asked the Winchelsea ward councillors whether they would accept the views of residents, made clear at a recent meeting in the town on this subject. Winchelsea councillors said that there would be wider consultation of residents. Item 19(l) on the agenda was withdrawn pending further discussion. Mr Alford wished to correct errors he considered had been made in a recent letter to the press on the subject of the Mary Stanford Lifeboat House and asked for an apology for these. Cllr. Terry apologised for any concern he may have raised by any inaccuracies in his recent letter to the Rye Observer. Mr Steve Tollett asked what the Council could do to stop council members writing to the press inaccurately in a reference to the recent letter concerning the Mary Stanford Lifeboat House. The Chairman said a letter would be going to the Observer this week but that it was not practicable to prevent people writing letters to the press.

08/103 To receive reports and to ask questions of Cllr. N Ramus concerning Rother District Council matters.

Cllr. Ramus gave apologies on behalf of Cllrs. Glazier and Osborne who were unable to attend the meeting. He reported on various issues including a recent planning permission application by Winchelsea School in respect of gates, fencing and grassing. He said the grassing had had to be deferred as advice was needed in respect of a possible requirement for an archaeological survey. He reported that he was no longer Chair of the RDC Planning Committee. He is now Vice Chairman. Cllr. Stanford asked about recycling issues continuing in the Winchelsea Beach area. One significant issue is that it appears that recycling waste and general waste is all being merged in the collection trucks and therefore the point of sorting rubbish is not clear. It was suggested that the Parish Council write to RDC about this issue as the question had been raised for several successive months with no progress being made.

08/104 The Chairman now formally opened the meeting for business at 7.45.

08/105 To receive and record any apologies for absence.

Apologies for absence had been received from Cllr. Horsman.

08/106 Disclosure of Interests and Code of Conduct.

Cllrs. Mrs Merricks and Mrs Stanford wished to declare interests in item 8(ii) The Mary Stanford Lifeboat House survey.

08/107 To consider and approve the signing of the Minutes of the Council's meeting of the 12th May 2008 by the Chairman.

Cllr. Mrs Stanford requested that there be an amendment to item 08/095 Correspondence. After the final sentence 'Cllr. Bronsdon read out data supplied as a result of the speed

surveys at Winchelsea and Rye Harbour' it was proposed that another sentence follow that reading, namely 'The data indicated an average speed of 35mph in Rye Harbour and 30mph in Winchelsea'. Cllr. Mrs Stanford's proposal was seconded by Cllr. Mrs Merricks and **agreed**. With this amendment made, the minutes were duly signed.

08/108 Matters arising.

i) Crime and Disorder Act – training.

The Clerk reported that he had made enquiries with SALC and subsequently The Crime Reduction Partnership in Rother on this issue. SALC do not provide any training. The Crime Reduction Partnership representative said that they would come back on that specific issue but they made the point that, in their view, Parish Councils have very limited involvement in local action teams and the mechanism generally for complying with legislation. She said that local action teams in rural areas would normally be formed to address specific issues and were likely to disband again once that issue had been dealt with, but that the main operators under this Act were County and Police. She said there had been a revision recently to the legislation but she knew of nothing that would come from this that was likely to change or impose new responsibilities on parish councils.

ii) Mary Stanford Lifeboat House Survey.

The Clerk gave an interim report on responses received so far – a total of 23 with a broadly equal division amongst those responding as to what should happen to the Lifeboat House. There was a lengthy discussion on this. The Clerk will report back next month and this matter will be an agenda item in order that Council can decide on any appropriate action.

08/109 Annual Parish Assembly.

Council duly noted the Chairman's report. Cllr. Mrs Merricks wished to congratulate Cllr. Bronsdon on a successful Assembly.

08/110 Financial Matters.

a) Receipts & Payments report for the year to 31st May 2008 (circulated). Proposed by Cllr. Comotto, seconded by Cllr. Terry that this be approved. **Agreed.** Cllr. Mrs Stanford queried that the item Winchelsea Signs (2403) was under centre 205 Rye Harbour The Clerk agreed that this item should be linked to centre 205 Winchelsea.

b) To approve items for payment for June 2008. The Clerk tabled items of expenditure totalling £2,382.34 for June which concerned cheques numbered 1922 to 1935 sequentially, plus £730.00 Standing Orders. Proposed by Cllr. Comotto, seconded by Cllr. Thompson that these be approved. **Agreed.**

c) Financial report for year ended 2007/8.

i) Internal auditor's report. Proposed by Cllr. Thompson, seconded by Cllr. Mrs Lyward. **Approved.**

ii) Section 1 of the Annual Return for the year ended 31st March 2008. Proposed by Cllr. Mrs Lyward, seconded by Cllr. Thompson. **Approved.**

iii) Section 2 Governance Statement. Proposed by Cllr. Mrs Lyward, seconded by Cllr. Mrs Merricks. **Approved.**

Concern was raised, however, by Winchelsea councillors that risk assessments had not been fully carried out on all wards during the year on a monthly basis by councillors.

08/111 Winchelsea Emergency Plan.

It was noted that a copy of the Plan has been placed with the Clerk. Cllr. Comotto said that match funding had been obtained which would reduce the cost to the parish council by 50%.

08/112 Emergency Planning Conference.

Cllrs. Comotto and Hurrell volunteered to attend this event on 28th October.

08/113 Rye Harbour Youth Action Forum.

Permission to hold events at Pound Field on 14th and 18th August was sought. It was proposed by Cllr. Mrs Stanford and seconded by Cllr. Mrs Lyward that this be approved. **Approved.**

08/114 Correspondence.

The Clerk drew attention to various items of information including the fact that Trevor Elliott, Monitoring Office at RDC, is retiring this month. The Clerk was instructed to write to him, expressing the Council's thanks for all his supportive work over the years.

The issue of the damaged traffic mirror in Winchelsea was raised under this item. It was agreed that the Clerk should write to East Sussex County Council Highways about this. Cllr. Comotto said he had already been in correspondence with the County's Highways Dept and that the matter was in hand. However, it was felt that the Clerk should write formally on behalf of the Council. The Clerk pointed out that he was already in verbal communication with the Highways Dept about this matter.

08/115 Quality Council Status.

The Clerk reported that he is in touch with a new firm of website designers and he will be taking advice from them. He encouraged councillors to have input into this process, however, and asked for any proposals or comments to be made to him during the month with the expectation that he can come back to the July meeting with some proposals for the future arrangements for the parish website.

08/116 Reports from Council Representatives.

Cllr. Terry reported on a 'productive' meeting of Rye Partnership. Various capital projects have been put forward. Funding, however, would be required.

08/117 Winchelsea Allotments.

Cllr. Comotto listed a number of issues in respect of work needed at the Cricket Field and Pear Tree Marsh.

08/118 Risk Assessments.

These had been received from ward councillors in Winchelsea, Icklesham and Rye Harbour.

Cllr. Comotto now asked if item 20 could be taken.

08/119 Tanyard Lane – flooding issues.

Cllr. Comotto outlined the situation and referred to the letter that had been circulated with the meeting papers which gave further details. Cllr. Hurrell supported Cllr. Comotto's concerns. It was proposed by Cllr. Comotto, seconded by Cllr. Terry, that the Council write to various agencies raising concerns. **Approved.**

08/120 Winchelsea ward councillor submit the following resolutions (deferred from previous meeting):

- a) *In place of the resolution on consultation at 19(a) on the April agenda:*
"The Council should adopt the principles of the Sussex Compact, specifically, the Code of Practice on Consultation and Community Engagement." **Deferred pending the production of a paper by Cllr. Comotto giving further details.**
- b) *"The Council should start the process of producing a quarterly newsletter."*
Proposed by Cllr. Comotto, seconded by Cllr. Bronsdon. **Approved.**
- c) *"The Council's website should be re-designed once its precise purpose has been clearly defined by the Council."*
Item (c) and (g) were taken together. Both were proposed by Cllr. Comotto, seconded by Cllr. Terry. **Approved.**
- d) *"Separate Annual Parish Meetings should be held in each ward."*
Proposed by Cllr. Comotto, seconded by Cllr. Terry. After discussion it was put to the vote. **Not approved.**

- e) *“The Council should commit to hold special public consultations in future on major issues, using the most appropriate technique. Consultation events should be held separately in each ward.”*
 An amendment was put forward by Cllr. Mrs Merricks, seconded by Cllr. Bronsdon, that items (e) and (i) should be merged and, at the end, the words “through the Clerk” be added. The resolution thus became:
“The Council should commit to hold special public consultations in future on major issues, using the most appropriate technique. Consultation events should be held separately in each ward. The response to all consultation exercises, including use of the website, should be measured and reported through the Clerk.” **Approved.**
- f) *“There should be regular consultation on the budget and precept each year.”*
 Proposed by Cllr. Comotto, seconded by Cllr. Terry. **Approved.**
- g) *“Councillors should be actively involved in the design and production of content of newsletter, the website etc.”*
Approved – see (c).
- h) *“Councillors should be responsible for the distribution of consultation materials, including the newsletter, and the collection of comments from residents.”*
 The original motion was withdrawn. A replacement motion was proposed by Cllr. Bronsdon, seconded by Cllr. Comotto. The amendment was:
“The Clerk will establish the most cost effective way of distributing consultation material, including the newsletter and the collection of comments from residents.” **Approved.**
- i) *The response to all consultation exercises, including use of the website, should be measured and reported.”*
Now part of resolution (e).
- j) *“Each ward should produce a Local Action Plan. After the purpose, process and importance of LAPs have been made clear to residents by means of an information campaign by the Council, councillors should start the process by holding meetings in their wards.”*
 Proposed by Cllr. Comotto, seconded by Cllr. Terry. **Approved.**
- k) *“In order to help ensure that public funds are used effectively and to encourage better facilities for residents, village halls seeking grants from the Parish Council should apply for the AiRS Hallmark Scheme status”.*
Deferred until next month so that councillors can be more informed about the issues.
- l) *“The Council will apply for a licence to East Sussex County Council to place short wooden bollards, with reflector discs, along the verges of Rookery Lane and the eastern section of Back Lane in Winchelsea. The size and design of the bollards, the type of wood from which they should be made, and the funding of the purchase and installation of the bollards, shall be discussed as part of the 2009/10 budget.”*
To be re-submitted.

08/121 Date and venue for the next meeting.

The date of the next meeting was confirmed as Monday July 14th 2008, at Rye Harbour Village Hall, commencing at 7.15p.m.

The meeting closed at 9.37pm.