

## ICKLESHAM PARISH COUNCIL

### Minutes of the Meeting held on the 9<sup>th</sup> February 2009 at 7.15pm at the Community Hall, Winchelsea Beach

*Present: Councillors Mrs F Bates, C Bronsdon, B Chishick, R Comotto, J Horsman, Mrs S Lyward, T Moore, Mrs J Stanford, H Sutton, M Terry, B Thompson.*

*In Attendance: Cllrs. N Ramus (RDC), PCSO Bevan, D Rosewell (Clerk). Members of the public were also present.*

**09/018** The Chairman welcomed those present to the meeting at 7.17pm.

**09/019 The Chairman will invite members of the public to comment or ask questions on any matters they wish to raise, relating to today's business of the Council (15 minutes).**  
There were none.

**09/020 To receive reports and ask questions of Cllrs. K Glazier, N Ramus and P Osborne concerning County Council and Rother District Council matters.**

Cllr. Ramus brought apologies from Cllrs. Osborne and Glazier. He referred to a planning application in Winchelsea which was due to be heard next week. He reported that a Village Shops Forum was to be held in Battle in two weeks time and encouraged people to mention this to shop keepers in their area. He believed there are six shops in the IPC area that would be included. The council tax figure has not been finally approved. RDC is, he reported, significantly affected by interest rate reductions and their income as a result of this has been reduced by £300,000.

Cllr. Comotto asked about any progress on waste bins and fly posting. Cllr. Ramus said the waste bin issue was being looked into and that with regard to fly posting, it was recommended that parish councils themselves should remove any unwanted posters. The Chairman thanked Cllr. Ramus and asked PCSO Dan Bevan for a report. PCSO Bevan said that a report had previously been circulated and was available to councillors this evening on paper. He also said that he is hopeful of getting an office up and running in the Rye Harbour area where surgeries could be held. He then updated the meeting on recent police activity in respect of crime in the area, including a number of potential successes. In a speed watch update, he said that this was making a difference to the problem of speeding traffic in the area. Speed watch was in action in both Icklesham and Winchelsea. The Chairman thanked PCSO Bevan for his report.

**09/021** The meeting was formally opened at 7.29.p.m.

**09/022 To receive and record any apologies for absence.**

Apologies had been received from Cllr. Mrs Merricks.

**09/023 Disclosure of interests.**

These were received from Cllr. Comotto in respect of item 11(b) and Cllr. Moore in respect of item 11(a).

**09/024 To consider and approve the signing of the minutes by the chairman of the meeting of the 12<sup>th</sup> January 2009.**

These had been previously circulated for comments. Cllr. Comotto raised an issue in respect of item 08/231 (subsequently re-numbered 09/010) on page 4 where it was reported as part of the budget discussion that the sum of £120 for the Winchelsea Speed Gun had been deleted. He said this was not the case but that it had been put forward for approval but it had not been agreed. Cllr. Mrs Stanford then raised an issue in respect of item 08/232 (subsequently re-numbered 09/011) Grant applications, specifically in respect of Churchyard Maintenance Grants. She said that her understanding was the grant to

Winchelsea Church would be in the sum of £1000, not the £2000 mentioned in the minutes. There followed a discussion with various councillors putting forward their views as to the precise sum which had been proposed. Cllr. Comotto was adamant that he had proposed £2000 which had been seconded by Cllr. Terry. Other councillors agreed with this. In the end, the matter was put to the vote. Cllr. Comotto proposed, Cllr. Terry seconded that the minutes be approved as they were, apart from the amendment referred to above in respect of the speed gun. Vote: 6 in favour, 5 against. The minutes **were approved**.

#### **09/025 Matters arising.**

The Clerk went through the payment sheet and updated Council on other matters that had been proceeding during the month. The payment to Tate Fencing for work at Winchelsea Beach was approved but would only be paid once rectifying work had been carried out.

#### **09/026 Financial Matters.**

- a) Receipts and payments report for year to 31<sup>st</sup> January 2009. Proposed by Cllr. Comotto, seconded by Cllr. Mrs Lyward that the report be approved. **Agreed.**
- b) To approve items for payment for February 2009. The Clerk tabled items of expenditure totalling £10,702.75 for February which concerned cheques numbered 2035 to 2048 sequentially, a Direct Debit for £1,558.76 plus £730.00 Standing Orders. Cheque 2042 for £4,375.75 withheld (see 09/025). Proposed by Cllr. Comotto, seconded by Cllr. Horsman, that these be approved. **Agreed.**
- c) The Clerk seeks approval to authorise payments to the PWLB via Direct Debit. Proposed by Cllr. Comotto, seconded by Cllr. Horsman. **Agreed.**
- d) The Clerk seeks approval to authorise a payment of £75 to the Church of the Holy Spirit, Rye Harbour, as a contribution towards the cost of repairing the party wall between the churchyard and the Coronation Field play area. To be met from S137 funds. It was proposed that this be approved, but by meeting the cost from the Small Works Maintenance budget rather than S137 as this would avoid the need for a grant application form to be completed. Proposed by Cllr. Mrs Stanford, seconded by Cllr. Chishick. **Approved.**
- e) The Clerk seeks approval to carry out repairs to bus shelters, prior to cleaning. Estimates for the work on the bus shelters had not yet been received. Therefore this matter was deferred to the next meeting.

#### **09/027 Budget 2009/10.**

It was proposed by Cllr. Comotto and seconded by Cllr. Bronsdon that this be approved. **Agreed.**

#### **09/028 Grant Applications.**

- a) Rye and District Community Transport. Application for grant of £500 to help with deficit on Dial-A-Ride Service. Proposed by Cllr. Bronsdon, seconded by Cllr. Mrs Stanford. Cllr. Comotto proposed an amendment that the money be allocated but that it should not be paid until one month's time pending a review of amounts raised from other parish councils, seconded by Cllr. Chishick. **Not approved.** There were 2 abstentions. Accordingly, the original proposal was **approved**.
- b) Winchelsea Neighbourhood Watch. Application for additional £212 towards No Cold Calling Cards. Cllr. Comotto outlined the need for further funding for this. There was some discussion. Cllr. Comotto left the room in order that the matter could be put to the vote. Proposed by Cllr. Chishick, seconded by Cllr. Terry. Vote: 5 in favour, 5 against. The casting vote fell to the Chairman who voted in favour. Consequently, this was **approved**; payment to be made against invoice from supplying printer.

#### **09/029 Planning Committee Policy (deferred from previous 3 meetings).**

This item was for information only.

#### **09/030 Notice Board Policy (deferred from previous 2 meetings).**

The Clerk read out the notice board policy adopted by Council in October 2007.

**09/031 Information Publication Scheme.**

The Clerk reported that the requirement on parish councils in respect of access to information by the public has changed and a new model scheme for adoption by councils has been published. He will circulate a completed version of the scheme to councillors within the next few days and asked that any comments be forwarded to him as soon as possible as he wishes to have the scheme formally adopted by Council at the next meeting.

**09/032 Correspondence.**

- a) Email from Cllr. Comotto requesting that councillors are provided with the decision of the 14<sup>th</sup> November 2005 (minute 05/106) on the grant to Icklesham Memorial Trust (deferred from previous 2 meetings). The information was made available to those councillors requiring it.
- b) Email from Cllr. Comotto requesting that councillors are provided with the decision on seeking Quality Parish Council Status (deferred from previous 2 meetings). The Clerk will make enquiries as to the current state of the Quality Council Scheme and report.
- c) Letter from RDC re covenant on land at Pear Tree Marsh. **Deferred to next agenda.**
- d) Letter from Friends of the Mary Stanford Lifeboat House requesting the use of Harbour Field, Winchelsea, Beach, to hold a Charity Fun Day on Sunday 30<sup>th</sup> August from approximately 11.00am – 5.00p.m. **Approved.**

**09/033 Programme of Works.**

Current works had been discussed earlier under item 09/025. The Clerk will prepare a draft programme of works for the coming financial year in the wake of the budget approval.

**09/034 Winchelsea Street Lighting Maintenance Contract.**

The Clerk updated Council on progress with a replacement service, following the announcement by EDF that they would be withdrawing. He informed Council that, in addition to East Sussex County Council, another smaller company has provided a quote which looks attractive but considerably more information will be required as to the status of the company before Council could proceed with acceptance. He will update Council between now and the March meeting as it is hoped that, at that meeting, a final decision can be made as to who will provide this service in the future.

**09/035 Cllr. Bronsdon** seeks approval for the Clerk to write to Rother District Council requesting a large recycling bin to be placed in the car park at Rye Harbour next to the existing bins specifically for plastic and tins. **Approved.**

**09/036 Priority Setting Panels.**

Cllr. Bronsdon outlined the setting up of these and sought approval for Council to offer to pay for the hire of a hall within the parish when it is IPC's turn for a panel meeting to be held within its geographical area. **Approved.**

**09/037 Annual Parish Assembly.**

It was suggested, in addition to traffic issues, that the CAB and Age Concern be contacted to see if they can provide a speaker.

**09/038 Parish Newsletter (deferred from previous 2 meetings).**

Cllr. Mrs Bates had provided items for consideration in respect of the pulling together of a newsletter and there were additional suggestions from Winchelsea ward councillors. **It was agreed** that a mock-up should be produced for the next meeting. Cllr. Mrs Bates will liaise with the Clerk and his assistant.

**09/039 Notice Boards for Cricket Field and Pear Tree Marsh allotment sites (deferred from previous 2 meetings).**

Rye Harbour ward councillors also requested provision of such notice boards for allotments in their area. The provision of notice boards for the allotments sites at Pear Tree Marsh and the Cricket Field, Winchelsea, and Rye Harbour **was approved.**

#### 09/040 Winchelsea Remembrance Day Wreath.

Cllr. Terry asks:

- a) Can the Clerk say whether the Council received any complaints about the wreath? The Clerk responded that he had not, at the time Cllr. Terry had sought this information, received any complaints.
- b) Can individual councillors who received complaints about the Winchelsea wreath either show the written complaints to the Council or repeat verbal comments? There was some discussion about the existence, or otherwise, of complaints. Cllr. Comotto said that the council should not act on complaints made anonymously.

#### 09/041 Cllr. Comotto submits the following resolutions (deferred from previous 2 meetings):

- a) *"That the Council will relay the brick pavers around its footlight at the corner of the High Street and Rookery Lane in Winchelsea to restore the overall bond of the pavement and the stretcher bond at the back of the pavement. The repair will use brick pavers matching those of the rest of the pavement and, where necessary to fit, will be carefully cut and laid."* **Approved.**
- b) *"That the dumped trailer at the site is removed and trees around allotment no.2 at the Pear Tree allotment site be cut back. The plot is currently too shaded for cultivation."* **Approved.**
- c) *"Until a water supply is provided to the allotment in Pear Tree Marsh, the Council will offer to each allotment plot that is being actively cultivated, a large plastic water cistern."* The Clerk will report to the March meeting on progress on the proposed water supply at Pear Tree Marsh.

#### 09/042 Reports from Council Representatives.

There were none.

#### 09/043 Cllr. Comotto submits the following (deferred from previous meeting):

- i) *Who authorised the gift of the Council's laptop to a former Clerk? Did the Council approve the decision?*  
Following discussion, Cllr. Comotto said that any council property should be disposed of by council decision. The Clerk said that this was the norm in any case and this procedure should be abided by.
- ii) *The Council's attention is drawn to the letter of 5 November 2008 to the Clerk from the Winchelsea ward councillors about the Council's Annual Governance Statement.*  
The Clerk will report to the council on overall policy of risk assessment and risk register arrangements.
- iii) *The Council's decision to make substantial annual unconditional grants to village halls is a new policy for the Council and requires a risk assessment under its Financial Regulations. The Clerk will produce such an assessment prior to any disbursements.*  
The Clerk will investigate the production of such a risk assessment.
- iv) *Given the Council's decision that Remembrance Sunday at the War Memorial in Winchelsea is to become the official remembrance ceremony for the whole parish, or at least for the Parish Council, the wreath to be laid in Winchelsea will serve for all four wards, which means there is no justification for the Council continuing to donate a sum equivalent to the cost of wreaths on behalf of the other wards of the Parish. Those donations will cease.* **Deferred.**
- v) *Given the Council's decision that Remembrance Sunday at the War Memorial in Winchelsea is to become the official remembrance ceremony for the whole parish, or at least for the Parish Council, a ward councillor from each ward will attend the ceremony and the church service afterwards.* **Deferred.**
- vi) *Councillors are elected to be representatives of their ward. Councillors have no individual standing in other electoral wards. If a Councillor receives a complaint from a resident of another ward, that Councillor will direct that person to a councillor representing that person's ward of residence, or directly to the Council via Clerk. All written complaints will be copied to the Councillors of the complainant's ward and to the Council via the Clerk.* **Deferred.**

- vii) *The Council will write to ESCC to enquire whether it would adopt Smeatons Lane.*  
**Deferred.**
- viii) *The Council will in future record the dates on which the trees on its properties have been inspected and archive tree inspection reports in a readily accessible file. A schedule of future work and inspection will be drawn up. The Clerk will report to the Council each September, in advance of budget discussions, on tree work completed during the preceding 12 months and work scheduled for the next 12 months.*  
**Deferred.**
- ix) *The Council will note its decisions of 9 June 2008 that no expenditure shall be made on re-designing the Council's website until its precise purpose has been clearly defined by the Council, and that Councillors should be actively involved in the design and production of content of newsletter, the website, etc.* **Deferred.**

**09/044 Matters to be referred to the next agenda.**  
**Deferred.**

TAKEN UNDER CONFIDENTIAL BUSINESS

**09/045 Staff Salaries**

The Clerk tabled a paper making proposals for the revision of the Assistant to the Clerk's salary. It was proposed by Cllr. Comotto, seconded by Cllr. Terry, that these be approved.  
**Agreed.**

**09/046 Date and venue for the next meeting.**

The date of the next meeting was confirmed as Monday 9<sup>th</sup> March 2009 at Winchelsea New Hall, commencing at 7.15p.m.

The meeting closed at 9.29 p.m.