

HURST GREEN PARISH COUNCIL

Minutes of the Annual General Meeting held in Hurst Green Village Hall on Tuesday 30th May 2017 starting at 8:00pm.

Present: - Councillor Browne (Chair), Councillor Duddridge, Councillor Funnell, Councillor Harrison, Councillor Janes, Councillor Johnson, Councillor Peacock, Councillor Wright, County Councillor Barnes and District Councillor Prochak
The Clerk and the RFO, David Hilbourne, were in attendance along with six members of the public.

1.0 Apologies for Absence: - None.

2.0 ELECTION OF OFFICERS

2.1 Election of Chairperson and signing of Acceptance of Office:-

One nomination rec'd. Councillor Browne was proposed by Councillors Funnell and Wright and seconded by Councillor Duddridge. **Unanimously supported.** Acceptance of Office signed in front of the Clerk.

2.2 Election of Vice Chairperson and signing of Acceptance of Office:-

One nomination received. Councillor Peacock was proposed by Councillors Funnell and Wright and seconded by Councillor Johnson. **Unanimously supported.** Acceptance of Office signed in front of the Clerk.

2.3 Election of Committees and Representatives

a) **Playing Fields,**

i) *Stage Field*, Councillors Browne and Duddridge agreed to cover Stage Field.

ii) *Lodge Field*, Councillor Johnson agreed to cover Lodge Field.

iii) *Drewetts Field*, Councillor Harrison agreed to cover Drewetts Field

b) **Footpaths & Roads** - Councillor Johnson (footpaths) and Councillor Harrison (roads) agreed to cover this.

c) **Community Representatives** - Councillor Janes agreed to cover this role.

d) **Representative to the Rother Association of Local Councils** - Councillor Duddridge agreed to try and cover this position but like the other councillors expressed reservation due to the daytime meetings.

e) **Representative to East Sussex ALC Ltd (2)**

Councillor Duddridge again agreed to try and cover this position but like the other Councillors expressed reservation due to the daytime meetings_

f) **Tree warden** - Councillor Wright agreed to carry on with this role.

The above appointments were unanimously agreed, supported and carried.

3.0 Minutes of the last meeting:-

To sign as a correct record the minutes of the meeting held on the an 25/04/17

Minutes proposed by Councillor Janes and seconded by Councillor Harrison.

4.0 DECLARATION OF INTERESTS, *in accordance with the Members' Code of Conduct: to receive any disclosure by Members of personal interests in matters on the agenda, the nature of any interest and whether the member regards the interest as prejudicial under the terms of the Code of Conduct*

None received.

4.1 APPLICATIONS FOR DISPENSATION - *to consider written requests from Members for dispensation and to consider the length of time the dispensation should be granted for i.e. as a one-off relating to a matter on this agenda, or ongoing for a set period and relating to any agenda within that period.*

None received.

5.0 Community Activities and reports:-

None rec'd.

5.1 Village Fete, Risk Assessment and updates for insurance purposes

David Hilbourne the RFO, expressed concern over the lack of communication concerning expenditure for the Fete and invoices being incorrectly written out. He noted that all invoices must be correctly filled in and approved by the full council for payment and a record of expenditure needed to be kept with a note of the agreed Council expenditure to cover the fete. Also noted the need to have an up to date risk assessment and copies of insurance cover by those exhibiting at the fete with their public liability certificates. RFO reminded the Fete representative that he needed to know what was being spent and what invoices would be coming in.

Councillor Johnson noted that the banners which had been purchased are reusable and it was hoped they would last for several years. Cost for the band would be £200 this year.

5.2 Breakfast Club, progress report (Cllr. Johnson)

Councillor Johnson reported that there were now 21 people signed up for the Breakfast Club and a draft constitution has been drawn up which was circulated to Councillors at the meeting. Club aimed at those who are 75 years and over and will meet on the fourth Thursday of each month with the first meeting due in June. It is intended that the Breakfast Club will invoice the Parish Council for the agreed grant for the year.

5.3 Neighbourhood Plan, progress report (Cllr. Janes)

Councillor Janes reported that he had spent a lot of time over Easter looking into neighbourhood plans from around the country and he felt that the meeting with Feria was premature at this stage in Hurst Green's progress. Councillor Janes thinks that the grant should be in place first as it cannot be used retrospectively and the costings need to be looked into carefully as any money not spent within a six month period is lost.

Councillor Janes thought that Feria's plan was for the latter stages of the process but the Clerk thought not and would check with them. Meeting with Feria was postponed as both sides felt there was more work to be done first. The financial implications will need to be looked into carefully but it was **unanimously proposed to use the £1,000 put by in last year's precept for the neighbourhood plan now as necessary to start the process off.**

The Chair provided a draft copy of Rother's Core Strategy.

6.0 Planning: -

Information rec'd re Hayes Mill Oast enforcement appeal and request to know if Parish Council wished to have representatives at the hearing on the 7th November. Councillors Browne and Funnell will attend.

Appeals for Bantham Farm and Boundary are both due to come up for appeal.

6.1 RDC Planning decisions

RR/2017/869/T - Brockhurst, Burgh Hill, Hurst Green TN19 7PE T4 - Field Maple Tree - Thin crown by 20%. T5 - Hawthorn - Reduce crown by 2 meters & shape. **Consent granted.**

RR/2017/810/P - Sweethayes Farm, London Road, Hurst Green TN19 7PS Replacement of substandard pole barn with new fodder storage barn. **Refused.**

RR/2017/781/T - 1 South View Close, Copper Beech, Hurst Green TN19 7QX Oak tree on front lawn showing signs of heavy decay (Ganoderma) around stem and roots. Dismantle fell. **Consent granted.**

RR/2017/619/P - 37 Station Road, September Cottage, Hurst Green TN19 7PQ Window repairs to existing windows. Replacement windows and door to ground floor. Repointing and rebuilding of existing chimney **Granted.**

RR/2017/620/L - 37 Station Road, September Cottage, Hurst Green TN19 7PQ Window repairs and to existing windows. Replacement windows and door to ground floor. Repointing and rebuilding of existing chimney. Heating upgrades and rewiring. **Granted.**

*Councillor Browne noted that he thought he knew the applicants of **RR/2017/1041/P** but was assured that the property the application related to had been sold recently, so no conflict of interest here.*

6.2 Current Applications

RR/2017/1112/P - Burgh House, Burgh Hill, Etchingam TN19 7PE. Proposed single storey side extension. **Supported.**

RR/2017/1064/T - High Weald Cottage, London Road, Hurst Green TN19 7QY Oak - reduce lower branches over adjacent outbuilding and green shed by at least 50 percent, totalling 4 or 5 limbs. **Supported if RDC supports.**

RR/2017/1041/P - Orchard Farm Nursery - Land to the rear of, London Road, Hurst Green TN19 7QS Erection of three light industrial units with associated works and an extension to the existing commercial building. **Not supported.**

RR/2017/784/P - Four Hedges, Ticehurst Road, Hurst Green TN19 7QT. Provision of cattery in garden. **Not supported.**

7.0 Finance/RFO's Report:-

The RFO, David Hilbourne gave the report.

The internal audit has been circulated to be discussed at the next meeting. RFO noted that the petty cash was £2.97 in debt at end of last year.

7.1 Current financial position

Balance of accounts

Community Account (6752)	£18,407.62	as at 22 nd May 2017
Community Savings (6779)	£4,061.85	as at 22 nd May 2017
Renewals A/C (6760)	£10,075.46	as at 22 nd May 2017

These figures are the position as at the latest statements received as shown. They do not include monies received or paid away subsequently.

Direct Debit payments

None.

Payments received

HMRC, final recovery of VAT paid during year ending 31st March 2017. £63.60

7.2 Motion to approve invoices.

Proposed by Councillor Peacock and seconded by Councillor Funnell. Unanimously approved.

7.3 Approval and issue of Cheques

Urgent cheques drawn and paid away

Cheque No. 100775 - SP Goodwin (19th May) to replace chq. 100771 as payee line changed from Python Online. £63.00

Cheques to be authorised for this meeting

Copies of invoices re items below previously circulated via email to all Councillors.

Cheque No. 100776 - J Ellis, Clerk's Salary (May).	£446.21
Cheque No. 100777 - D Hilbourne, RFOs salary (May).	£132.36
Cheque No. 100778 - East Sussex Pension Scheme, re Clerk (May).	£159.96
Cheque No. 100779 - ESCC, street lighting to March 2017.	£750.55
Cheque No. 100780 - Zurich Municipal, parish insurance.	£624.34
Cheque No. 100781 - Pet Waste Solutions, clearance of dog bin (3) waste for May.	£84.50
Cheque No. 100782 - Auditing Solutions, Int. audit for year ending 31 st March 2107.	£294.00
Cheque No. 100783 - RFO, petty cash.	£100.00
Cheque No. 100784 - Sue Endean, wine for Parish Assembly.	£36.00
Cheque No. 100785 - Mr W Smith, fencing in Lodge Field.	£1526.67
Cheque No. 100786 - Millbrook Design and Print, banners for Fete.	£202.80

A resolution for approval is sought for present issue of Cheques.

Cheques proposed by Councillor Peacock and seconded by Councillor Funnell.

7.4 Consideration and approval of the Governance statement

It was unanimously resolved to approve the Governance statement.

7.5 Resolution to approve the Accounting Statement

It was unanimously resolved to approve the Accounting statement.

7.6 Resolution to contribution towards Broadband Expenses for Clerk and RFO

To be put on the next agenda with exact figures involved.

7.7 Resolution to pay the subscription to SLCC for Clerk

It was unanimously resolved to pay the Clerk's subscription to SLCC.

7.8 Resolution to pay donations under LGA 1972 s 137 for 2017 to,

- a) Hawkhurst Community Hospital (friends of), £500
- b) British legion poppy appeal, £50
- c) Rother Responders, £200
- d) Victim Support, £50
- e) Hurst Green Cricket Club £250
- f) CAB, £50
- g) Rural Rother Trust, £50

It was unanimously resolved to approve all of the donations but the Council requested that in future the new form for grants and donations should be filled in by the requestor.

7.9 Resolution to pay a donation of £1,000 to the PCC for the maintenance of the churchyard under LGA 1972 s125 (6)

This was unanimously approved.

8.0 **Playing & Stage Fields**

8.1 Replacement or repair of Lodge Field damaged play equipment update

Councillor Janes reported that the bridge play equipment would cost around £450 to repair. Resolution to repair equipment has already been made. Strimmer guards are on order. Councillor Janes also reported that he thought the water flowing on the boundary of Lodge Field and Skimbles was a natural spring.

Clerk asked about the seat near the spring with a very wobbly leg and Councillor Janes reported that he thought it should be replaced due to safety reasons.

It was unanimously approved. Councilor Funnell suggested that a register of parish benches should be kept. Clerk will add to list of things to do.

8.2 Damage to gate Stage Field

Gate into Stage Field has toppled over. Councillor Browne volunteered to deal with this.

8.3 Litter in Lodge Field

Litter in the playing fields is becoming more of a problem again especially in Lodge field. Councillor Harrison noted that he had picked up a lot in Lodge Field and Councillor Browne had also picked up a carrier bag full.

Clerk noted that she tended to pick up litter, mainly sweet wrappers and plastic bottles from Drewetts Field when dog walking although also glass and spent fireworks on occasions.

Councillors thought that it would be a good idea to put up polite notices requesting people to take their litter home or put in bins on the A265. To be looked into.

9.0 **Footpaths, Transport & Roads**

It was reported to the Council that the gap beside the double gates at Jesses, footpath 23, had been blocked up. Concern expressed by local resident that the double gates were locked and that this was an offence on the line of the public right of way. Clerk to report.

Councillor Barnes thought that the Council should make a formal complaint to ESCC over inaccurate notice which permits diversion and effectively condones what is an offence.

Concern was also expressed about the litter dumped on either side of the path through Jesses which is visually unattractive in an AONB and potential hazardous.

Councillor Johnson asked the Clerk to send notices out re overgrown hedges especially no. 8 Great Oak and properties along Burgh Hill. No. 33 Ridgeway also has an issue with an overgrown hedge and the property on the corner of Ridgeway and Station Road.

10.00 Notices and Correspondence:-

Correspondence previously circulated via email.

10.1 Urgent issues requiring attention

None.

11.00 Items for the next agenda:-

Neighbourhood Plan

Items to be emailed to Clerk as necessary.

12.0 Date and time of next Meeting:-

The next meeting is on Tuesday 27th June 2017 in Hurst Green Village Hall starting at 8.00pm with public consultation from 7.30pm.

The Chairman declared the meeting closed at 10.10pm.

Distribution of Minutes: -

All Parish councillors.

Parish Council Noticeboard.

ESCC Councillor J. Barnes.

RDC Councillor S. Prochak.

Signed

Chairman

Dated