**BECKLEY PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE CENTRE**

**at 7.30pm on TUESDAY 7 JUNE 2022**

**PRESENT:** Councillors Mrs Tina Langmead (TL) Chairman, Rod Chapman (RC), Ms Zoe Gleisner (ZG), Stephen Thorneycroft (ST)

**IN ATTENDANCE:** Mrs V Ades (Parish Clerk),District Cllrs Tony Ganly (TG) and Martin Mooney (MM), County Cllr Paul Redstone *arrived 7.45* (PR) and two members of the public.

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1. **Public Questions – 10 minutes. Al**low questions **(maximum 2 minutes per person)** from members of the public following which they may leave the meeting if they wish, but must remain silent if they stay. A further period of public question time is allowed at the end of the meeting. Names of those speaking may be recorded and reported in the minutes.

 **Apologies for absence received from Cllrs S. Bunn and Mrs N Vadorin – work related and Cllr Erith-personal. Accepted.**

1. **Reports from County, District and Parish Councillors.**

**MM had taken up the matter of the donation from RDC to the CAB, raised by a resident last month, with Head of Services and was awaiting a reply.**

 **ST said once again, some potholes in Horseshoe Lane had been repaired and others close by had not.**

 **TL said temporary repairs had been carried out on the zip wire, but new parts were required from Eibe. Clerk.**

 **Shelving and refurbishments had been completed to create a library in the phone-box close to the school and she thanked Mr Mike Rowe and Cllr Steve Bunn for their excellent work. MM will look into reports received about five people living in Church Farm Bungalow on Main Street. MM.**

 **7.45pm - Cllr Redstone arrived. He praised the PC’s arrangements for the Queen’s Platinum Jubilee and said many parishes in the area had put on excellent displays. He has taken up the matter of school buses and will report when details are known. PR.**

1. **To consider and approve** the minutes of the **AGM** on Friday 6 May 2022. Due to Cllr Erith being unable to attend the May meeting, the following was added to Item 2 – ‘***Declaration of acceptance of office to be signed at June’s meeting’* and ‘*Declaration of acceptance of office not required by existing councillors’* was added to item 3. The minutes were then signed by TL as a true copy.**
2. **PLANNING** – to consider any planning applications received from RDC and any other planning matters.

 **RR/2022/890/L (D) The Oaks, Main Street.** Replacement of single storey outhouse roof. Replace existing rafters. Replace existing wall plate/lintel. Replace existing felt. Insertion of conservation roof window. Replace existing lead box gutters and flashing with new leadwork. Replacement windows. Repair weatherboarding. Members **unanimously supported (4:0)** the application.

 **It was noted details of application RR/955/2022 –** **Grove Orchard,** which arrived too late for discussion at May’s meeting had been circulated and members had not raised any objections so it was not felt necessary to call a special planning meeting**. RDC had advised the Clerk any decision taken at tonight’s meeting would be too late for submission as RDC were deciding 8 June.**

 **Enforcement notices:**

 **ENF/298/21/BEC** Change Of Use - Japanese Food Takeaway Service (Yurispopup) from home address Woodgate Farm Chalet Church Lane.

 **ENF/97/22/BEC** Change Of Use Of Land - for Commercial Use at Whitebread Lane.

1. **Field to rear and front of Buddens Green –** cutting arrangements. There are no plans to have the *rear* field cut - decision taken at May’s meeting.
2. **Residents' Annual Meeting Saturday 21 May 2022 – report** and **requests** as follows:-
	1. **Consider purchasing a 3rd defibrillator to be installed close to Hobbs Lane. Consider part funding from CIL fund of £799.20 (ref RR/2021/236/P - Abbey Lodge, Horseshoe Lane).** Members voted in favour (4:0) of an additional defibrillator. They also agreed a cabinet would have to be purchased and the PC would be responsible for replacement pads after every use and a new battery approximately every three years. Siting of the unit would be close to Hobbs Lane and TL would report back on this. **TL.**
	2. **Repair or replace the noticeboard at the Four Oaks bus stop.** SB will inspect the noticeboard. **SB.**
3. **Queen's Platinum Jubilee celebrations 2 – 5 June 2022 – report**. TL said all arrangements went off extremely well. There was something different each day and residents thoroughly enjoyed themselves. A press release has been forwarded to The Rye Observer.
4. **Tree survey –** how to proceed. ZG said according to reports she had read a qualified person is not necessary; councillors can carry out their own visual inspections, which should be done every three years. Brief details should be recorded and any work felt necessary should be attended to.
5. **KSS Air Ambulance -** request for a donation**. Deferred to September.**
6. **End of year accounts –** Mulberry & Co -internal auditor's report. Members confirmed they had received and read the report.
7. **Annual Return to the external auditor for the year ended 31st March 2022 -** Council is asked to approve by resolution: **-**
8. **Annual Governance Statement** to review the system of internal controls and authorise signature by the Chairman and Clerk/Responsible Finance Officer. Approved by members and **signed by the Chairman and the Clerk/RFO.**
9. **Accounting Statements** - the preparation including the statement of accounts, bank reconciliation, explanation of variances, summary of receipts and payments to be signed by the Clerk/Responsible Finance Officer before being confirmed and signed by the Chairman. **The report, which had been signed by the Clerk/RFO, was approved by members and signed by the Chairman.**
10. **Policies for updating – Risk Assessment–Finance** (includes Playground and Office), **Asset Register, Standing Orders, Code of Conduct, Transparency Act Regulations** - compliance with.

The **Risk Assessment-Finance was approved**, with no changes.

 The **Asset Register was approved** with no changes.

The Clerk said she would circulate to members the Financial Regulations, Code of Conduct, Standing Orders and Transparency Act Regulations for their approval at another meeting.

1. **Accounts** for approval *(VAT, if applicable, shown for items exceeding £100).* Order and cheque in May for £47.80 to Handmade Signs Ltd was cancelled and goods reordered from The Workshop £62.40 (paid by TL). The Clerk requested £60.00 be paid to Care Signs – agreed.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Recipient** | **VAT £** |  **Total £** | **Recipient** |  **VAT £** |  **Total £** |
| Admin costs April |  | 1083.36 | Phillsigns |  | 1050.00 |
| Beckley Village Hall- Aug 21 & 6/21 May 22 |  | 50.40 | Tom O'Conner Apr/May | 30.75 | 369.00 |
| T.Langmead-refreshments-village meeting 21 May £10.00The Workshop-church-tree plaque £62.40Gilbert Badger-medals Queen's P.Jub.£58.66 |  | 131.06 | M.Rowe re Unicorn BT box |  | 64.54 |
| ICO (Info Comms office) |  | 40.00 |
| *Care Signs* |  | 60.00 |

The accounts were proposed for payment by ZG, seconded by TL and carried.

1. **Matters** for consideration as an agenda item for the next meeting.
2. **Public questions -** not to exceed 10 minutes.

**Date of next meeting – Members were reminded there would be no meeting in August. The next meeting would be Tuesday *5 July* 2022.**

**The meeting closed at 8.10pm.**

*Report attached from RDC. (No report from ESCC due to Cllr Redstone's ill health).*

**ESCC Report to Northern Rother Parish Councils – June 2022**

Some of the items here are from information circulated by ESCC but which may not have drawn the attention of parish councillors and others.

# Surgeries

I and the district councillors covering each parish are seeking to arrange surgeries where we would be available for consultation on any matter. These have been run successfully in some other towns and villages.

We would expect these to be on a Saturday morning and include your district councillor(s) and myself. One possibility is to seek an indication of questions in advance so that residents be directed to the appropriate person and perhaps to arrange appointments to avoid queuing, but I now believe that it is easier for people to simple turn up, though there might be queues. Feedback from parish councillors and others on how this should be run is welcome.

# Well Done

I am completing this report on the Sunday afternoon of the jubilee holiday. I have attended jubilee events in the 5 largest parishes (sorry Bodiam and Rye Foreign) and all have been impressive. Each parish tended to have a different approach, but all required much hard work by volunteers. I think everyone involved should be very proud.

# Chairman’s Teas for Volunteers

I have now sent a first list of recommendations to the Chairman’s office but only from 2 parishes. This may not be as good as tea with the Queen (only bears from darkest Peru get that privilege now) but they are a recognition of the importance of volunteers in East Sussex. May be some of those who worked on the Jubilee events should be nominated.

The first event will be in early July so please send me details of anyone you think deserves an invitation. It should include their name, contact details etc in full confidence. I will pass these to the Chairman.

# Cases

Each month I will give summaries/updates for a sample of current cases across Northern Rother. I currently have about 16 which are being progressed. For ones which have been on this list for some time, this month’s updates are shown in italics.

*National Highways have completed the surveys though are waiting the detailed report, though the drains do appear to be clear. However, they have found a number of other issues including infilled ditches and pipework which they are addressing. We should have another update in July.*

**Homewood School Bus Service**

A number of children from Northiam, Beckley and Peasmarsh apparently attend Homewood school in Tenterden and travel on the 294 service provided by Hams Travel. Hams have said that this will be discontinued at the end of June. I understand that it is a discretionary service and it is also complicated because the school is, of course, in Kent.

I spoke last week to the East Sussex Lead Member for Education who is looking into it, but I think I may need to contact Kent County Council. I have to say I am not hopeful of a satisfactory outcome but this will cause significant expenditure and inconvenience to parents who then have drive to Tenterden and back twice a day. It would be helpful to know the numbers who travel on this service, though I will also contact Hams. Could clerks or others let me know of numbers if possible.

***Councillor Paul Redstone – ESCC***

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**Northern Rother District Councillors' Report June 2022.**

**Stray dogs.**

As the Council's current stray dog's control service contract with Animals Wardens Ltd is due to expire in March 2023 it was agreed to jointly with Hastings Borough Council procure and appoint a stray dog contractor with an estimated annual cost to Rother of £40,000 and Wealden District Council of £40,000 for a term of three years with an option to extend for a further two years.

**Bexhill Splash-Deck Outfall Pipe, South Cliff.**

One of the Council owned outfall pipes on Bexhill beach adjacent to the splash deck at South Cliff required repair due to extensive corrosion that had resulted in leaks, damage to the splash deck concrete and a resident's garden.

East Kent Engineering Projects coastal engineers concluded in early 2021 that it had reached the end of its design life and that the cost of replacing it would be £100.000 and capital funds were set aside. Since then labour and material costs have risen considerably and strata investigations have revealed a more challenging job than originally considered. Tender responses have indicated that the cost of the work would now be in the region of £180,000 to £200,000.

It was agreed, therefore, that a tender award should be made as soon as possible for work to begin in September 2022 and that the capital budget for this project be increased by £100,000 to £200,000.

**Review of the Constitution.**

It was agreed that the current governance model (executive/scrutiny split with no individual Cabinet decision making) be maintained and that the proposed amendments to the Constitution highlighted in Appendix 2 and contained in Appendices 2A -2K be adopted. The links to these appendices are shown below:

* [**Appendix 2A - FINAL DRAFT Glossary of Terms, item CB21/103.  PDF 178 KB (pdf)**](https://rother.moderngov.co.uk/documents/s5231/Appendix%202A%20-%20FINAL%20DRAFT%20Glossary%20of%20Terms.pdf)
* [**Appendix 2B - Part 1 - FINAL DRAFT AGREED - Summary and Explanation, item CB21/103.  PDF 198 KB (pdf)**](https://rother.moderngov.co.uk/documents/s5232/Appendix%202B%20-%20Part%201%20-%20FINAL%20DRAFT%20AGREED%20-%20Summary%20and%20Explanation.pdf)
* [**Appendix 2C - Part 2 - FINAL DRAFT AGREED - Articles 1-16, item CB21/103.  PDF 426 KB (pdf)**](https://rother.moderngov.co.uk/documents/s5233/Appendix%202C%20-%20Part%202%20-%20FINAL%20DRAFT%20AGREED%20-%20Articles%201-16.pdf)
* [**Appendix 2D - Part 4.1 - FINAL DRAFT AGREED - Council Procedure Rules, item CB21/103.  PDF 380 KB (pdf)**](https://rother.moderngov.co.uk/documents/s5234/Appendix%202D%20-%20Part%204.1%20-%20FINAL%20DRAFT%20AGREED%20-%20Council%20Procedure%20Rules.pdf)
* [**Appendix 2E - Part 4.2 - FINAL DRAFT AGREED - Access to Information Procedure Rules, item CB21/103.  PDF 314 KB (pdf)**](https://rother.moderngov.co.uk/documents/s5235/Appendix%202E%20-%20Part%204.2%20-%20FINAL%20DRAFT%20AGREED%20-%20Access%20to%20Information%20Procedure%20Rules.pdf)
* [**Appendix 2F - Part 4.3 - FINAL DRAFT AGREED - Budget and Policy Procedure Rules, item CB21/103.  PDF 195 KB (pdf)**](https://rother.moderngov.co.uk/documents/s5236/Appendix%202F%20-%20Part%204.3%20-%20FINAL%20DRAFT%20AGREED%20-%20Budget%20and%20Policy%20Procedure%20Rules.pdf)
* [**Appendix 2G - Part 4.4 - FINAL DRAFT AGREED - Executive Procedure Rules, item CB21/103.  PDF 199 KB (pdf)**](https://rother.moderngov.co.uk/documents/s5237/Appendix%202G%20-%20Part%204.4%20-%20FINAL%20DRAFT%20AGREED%20-%20Executive%20Procedure%20Rules.pdf)
* [**Appendix 2H - Part 4.5 - FINAL DRAFT AGREED - Overview and Scrutiny Procedure Rules, item CB21/103.  PDF 320 KB (pdf)**](https://rother.moderngov.co.uk/documents/s5238/Appendix%202H%20-%20Part%204.5%20-%20FINAL%20DRAFT%20AGREED%20-%20Overview%20and%20Scrutiny%20Procedure%20Rules.pdf)
* [**Appendix 2I - Part 4.8 - FINAL DRAFT AGREED - Officer Employment Procedure Rules, item CB21/103.  PDF 208 KB (pdf)**](https://rother.moderngov.co.uk/documents/s5239/Appendix%202I%20-%20Part%204.8%20-%20FINAL%20DRAFT%20AGREED%20-%20Officer%20Employment%20Procedure%20Rules.pdf)
* [**Appendix 2J - Part 5.4 - FINAL DRAFT AGREED - Member - Officer Protocol, item CB21/103.  PDF 285 KB (pdf)**](https://rother.moderngov.co.uk/documents/s5240/Appendix%202J%20-%20Part%205.4%20-%20FINAL%20DRAFT%20AGREED%20-%20Member%20-%20Officer%20Protocol.pdf)
* [**Appendix 2K - Part 5.6 - Hybrid Meeting Protocol, item CB21/103.  PDF 199 KB (pdf)**](https://rother.moderngov.co.uk/documents/s5242/Appendix%202K%20-%20Part%205.6%20-%20Hybrid%20Meeting%20Protocol.pdf)

Please note: those changes considered to be worthy of note are highlighted.

**Councillors Tony Ganly and Martin Mooney.**