

## AGENDA

**For the Icklesham Parish Council Meeting, Monday 13<sup>th</sup> February 2017 at the Icklesham Memorial Hall, commencing at 7:15pm.**

**1. Welcome to the meeting by the Chairman.**

(Please note that proceedings may be recorded.)

**2. The Chairman will invite members of the public to comment or ask questions on any matters relating to the business of the Council (15 minutes.)**

**3. To receive reports and ask questions of the County Councillor Keith Glazier and Rother District Councillors concerning County Council and Rother District Council matters (10 minutes.)**

**4. Apologies for absence.**

a. To receive and record apologies for absence.

b. To consider any requests for approval of reasons for absence, if any.

Members are also asked to complete and sign the circulated sheet.

**5. Disclosure of Interests** - to receive any disclosure by members of personal interest required under the Council's Code of Conduct and to consider any written requests made by members for dispensation to allow them to participate in, and vote on, an agenda item for which they have a disclosable pecuniary interest. Members are reminded a) to repeat their declaration immediately prior to commencement of the item in question and b) complete the declaration of interests form.

**6. To consider and approve the signing by the Chairman of the attached minutes of the Council meeting of 9<sup>th</sup> January 2017.**

**Matters Requiring a Decision by the Council**

**7. Bexhill Community Governance Review.** Rother District Council is seeking views from residents and organisations in Rother about how Bexhill is governed. The Clerks recommends advertising the review on the Parish noticeboards and website and submitting a response on behalf of the council by the deadline of 31<sup>st</sup> March 2017. Could all members please familiarise themselves with the online consultation documents at [www.rother.gov.uk/CommunityGovernanceReview](http://www.rother.gov.uk/CommunityGovernanceReview) and submit comments to the clerk for discussion at the March meeting.

**8. Planting of bulbs and wildflowers.** East Sussex Highways has offered to plant bulbs and wildflowers amongst the communities in East Sussex; they will supply and plant them. The Clerk has provisionally confirmed our interest but recommends a formal positive response including the location(s) and size of areas to be planted.

**9. Request to use the pavilion at Harbour Field, Winchelsea Beach.** The club *We Run They Run / Run* has approached Rye Bay FC about using the pavilion on Saturday 19<sup>th</sup> August 2017 from 4pm until midnight for a running event. The Clerk recommends approval subject to the usual conditions.

**10. Rother District Council Draft Site Allocations Plan.** Please note that the Planning Committee will be discussing the consultation document at the committee meeting prior to this meeting and will agree the response to be submitted to Rother. Any councillors or residents who wish to comment on the parish response to the consultation should attend the meeting of the Planning Committee.

**11. Annual Parish Risk Assessment.** The Clerk recommends that she is authorised to proceed with the annual health and safety inspection and risk assessment at a cost of £685 plus VAT (see attached) to be funded from cost centre 2213. Please note that the price has not increased from last year and does include our new assets (play equipment and RH car park & toilets).

**12. Icklesham Bus Shelter.** The Clerk has received a response from the manufacturer following our complaint about the quality of the vandalised shelter (see attached letters). They have offered to reduce the amount of their original quote of £875 plus VAT to replace one panel to £500 plus VAT to replace the three removed panels, reinforce with additional rivets and replace the beading. The Clerk recommends proceeding with the work as quoted.

**13. Allotment Working Group.** Please note the minutes of the meeting of 23<sup>rd</sup> January 2017 and consider the recommendations as follows:

- a. AWG/17/003 that a year's notice be given to all tenants so that a new tenancy start date of 1<sup>st</sup> March 2018 can be implemented (notices to be issued by the end of February.)
- b. AWG/17/006 that any action on the tenanted fields at Rye Harbour be deferred until the new tenancy agreements are issued.
- c. AWG/17/007 to have 8 members on the committee made up of 4 tenants representing each site and 4 parish councillors.
- d. AWG/17/009 to hold the first meeting immediately after the Annual Parish Meeting and tenants will elect their representatives.
- e. AWG/17/012 Financial Matters, please note that this matter will be brought back to Council with a recommendation at a later date.

Please note that the allotments software does not support quarterly invoicing and the Committee will need to consider how this and transitional invoicing can be managed. The Council should be aware that giving notice to all our tenants before the end of this month will require resources to be used that may delay other projects and services.

#### **14. Financial Matters**

- a. **Receipts and payments** report for January 2017.
- b. To approve **items for payment** in February 2017. A list of payments will be tabled. Please note that this includes a payment of £764.59 to the Icklesham Youth Club originally paid by the SPARKS organisation for the rural youth project and held by the parish council as an earmarked reserve outside the budget.
- c. **Annual return.** Please see the completed annual return from the external auditor, previously presented but missing the signed off document.
- d. **Budget 2017/18.** The clerk recommends approval of the draft budget and requests authority to proceed to apply for a precept of £106,005.20 from Rother District Council.
- e. **Public Works Loan Board (PWLB)** The Clerk seeks approval to take out a PWLB loan for £14,000 over 20 years towards the cost of new play equipment (as agreed in the 2016/17 budget.)
- f. **Rother Community Grant Scheme.** The Clerk recommends that she is authorised to apply for £13,882.16 from the Rother Community Grant scheme (following our successful application for funds and as previously agreed) towards the cost of new play equipment, now that the final installation is complete.

#### **Matters for Information or Noting**

15. To note the **Planning Committee** minutes of 9<sup>th</sup> and 23<sup>rd</sup> January 2017.
16. **Programme of Works** for January. An updated list will be tabled. Council is asked to note progress.
17. **Correspondence.**
  - a. Email of thanks from Mrs J Mears (dated 25.1.17)
  - b. Letter of thanks from Mr J Rodley for the £700 grant award for renovation of the war memorial in Winchelsea (dated 16.1.17)
18. **Reports of Councillors and Officers on Outside Bodies and Attending Events.**
19. **Future meetings or events.** To note that the Chairman has requested that the Annual Parish Meeting take place on Monday 6<sup>th</sup> March 2017 at the Rye Harbour Village Hall commencing at 7pm.
20. **Date and venue for next meeting.** The next full council meeting is confirmed as Monday 13<sup>th</sup> March 2017 at the Winchelsea New Hall, commencing at 7:15pm.