

AGENDA

For the Icklesham Parish Council Meeting, Monday 5th February 2018 at the Rye Harbour Village Hall commencing at 7:15pm.

1. 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.)
2. 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.)
3. 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.
4. **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.
5. To consider and approve the signing by the Chairman of the attached minutes of the Council meeting of 8th January 2018.

Matters Requiring a Decision by the Council

6. **Open Spaces Working Group.** To note the draft minutes of the meeting of 23rd January 2018 and approve the following recommendations:
 - 1) **Great British Spring Clean 2018** to agree the programme listed in the minutes
 - 2) **Goal posts at Pound Field**, defer until the Grounds Improvement Inspections are carried out
 - 3) **Icklesham Pavilion works**, investigate preparation of licenses and seek fee quotes for specialist advice with legal matters
 - 4) **Request to run a business from Rye Harbour Car Park**, agreed in principle but more information is required before granting permission; prepare a policy on acceptable business use within the car park
 - 5) **Fingerpost at Broad Street**, replace the finger and re-paint the post (use raised letters) and ask the contractor who dealt with the Monks Walk post to quote for the work
 - 6) **Footway lighting in Winchelsea**, make repairs to the light outside of the Old Malthouse as it is lit during the day and not night.
7. **Allotments Committee.** To note the draft minutes of the 22nd January 2018 and approve the recommendation to accept the quote from M Saunters for works at the Cricket Field at a cost of £2,150 to be funded from *2301 allotment maintenance*; both quotes are attached.
8. **Staffing Committee.** To note the draft minutes of the meeting of the 5th February 2018 and approve the following recommendations:
 - a) That the current committee structure remains but is modified so that the Open Spaces Working Group becomes a committee (terms of reference etc. to be agreed.) This would result in a reduction in the number of Full Council meetings per year.
 - b) That Cllr Turner's report is amended and circulated as agreed
 - c) That the Council resolves to work towards the Local Council Award Scheme Foundation Award (criteria to be met prior to formal application.)
 - d) That a working group is held with all councillors to agree the status and terms of reference of all committees.
 - e) That the standing orders and financial regulations are amended in line with the above.
9. **Rye Harbour Utilities.** To note the report from the Deputy Clerk and approve the recommendation that the Council takes out a 12 month contract for energy with British Gas, or the company with the most economical quote on the day, and that the Council changes its water supplier to Affinity for Business.
10. **Purchase of a Cisterniser for Rye Harbour Toilets.** Cllr Tollett proposes the purchase of this device at a maximum cost of £250 (plus VAT and including installation) to reduce the water usage by an estimated minimum of 29.5 cubic metres per year.

- 11. Annual Risk Assessment.** The Clerk recommends approval to proceed with the risk assessment with Strata Safety Solutions Ltd at a cost of £725 plus VAT noting that this is £25 over budget from 2213 annual risk assessment.
- 12. East Sussex County Council Household Waste Recycling Site Consultation.** The Clerk seeks views on the proposals to:
- Charge for certain waste
 - Close recycling sites at Forest Row and Wadhurst
 - Change site opening hours
 - To work with charities to reduce waste.
- 13. Grant request from Sussex Wildlife Trust.** The Clerk has received a grant application for £450; please see the attached application form and copy of accounts. The Clerk recommends approval of the grant funded from 1225 donations.
- 14. Request to attend and present at a future council meeting.** An email dated 18th January 2018 from Ms A Doran of the Hands of Hope charity is attached.
- 15. Public Works Loan Board.** Please see the report from the Deputy Clerk about the approval required to proceed with a fixed annuity loan of £19,000 as follows:
- That the Clerk is authorised to apply for a single PWLB Fixed Annuity Loan of £19,000.00 (in place of two loans) over 20 years at 2.44% at a cost of £1206.24 per annum. This represents £0.98 per annum of the parish element on Band D council tax.
 - That the Chairman and Deputy Clerk are authorised to sign the Application for Borrowing Approval form.
 - That the Chairman and Clerk are authorised to sign a PWLB loan application form if (b) is approved by SALC.
- 16. Financial Matters**
- Receipts and payments** report for January 2018 - enclosed.
 - To approve **items for payment** in February 2018. A list of payments will be tabled.
- 17. Annual Parish Meeting 2018.** The Chairman has called the meeting for Monday 5th March 2018 at Winchelsea Beach. Confirmed speakers are Inspector Russell and Mr Hogarth of Natural England. The Clerk seeks views on the final arrangements for the meeting.

Matters for Information or Noting

- 18.** To note the letter from **Natural England** dated 9th January 2018 requesting contact details for the **England Coast Path Project**; the clerk has submitted her details and Natural England will present on this subject at the Annual Parish Meeting.
- 19.** To note the **Planning Committee** minutes of 8th and 22nd January 2018.
- 20. Programme of Works** for January. An updated list will be tabled. Council is asked to note progress.
- 21. Correspondence.** Email of thanks from J Halpin with thanks for the Christmas trees; email of thanks from Mrs Sutton on behalf of the Winchelsea Beach Community Association about the Christmas tree; email from Rural Rother Community Network event on 23rd February; and an email from RDC Cllr Osborne about community policing. Any late received correspondence will be tabled.
- 22. Reports of Councillors and Officers on Outside Bodies and Attending Events.**
- 23. Future meetings or events.** The Annual Parish Meeting is at Winchelsea Beach on Monday 5th March 2018,
- 24. Date and venue for next meeting.** The next full council meeting is confirmed as Monday 12th March 2018 at the Icklesham Memorial Hall commencing at 7:15pm.