

**ICKLESHAM PARISH COUNCIL**

*A local council for the peoples of Icklesham, Winchelsea, Winchelsea Beach and Rye Harbour*

Emailed on 7<sup>th</sup> March 2016 and posted to notice boards holders

To The Members of the Parish Council:

Cllr Ms J Austen  
Cllr R Davis  
Cllr J Horsman  
Cllr Mrs S Lyward  
Cllr Mrs C Merricks  
Cllr A Moore  
Cllr Mrs J Stanford  
Cllr H Sutton  
Cllr S Tollett  
Cllr P Turner  
Cllr S Turner  
Cllr N Warren

Copies to Councillor K Glazier and Rother District Councillors Mrs Hart and Osborne

For display on all Parish Notice Boards and Website.

**PARISH COUNCIL MEETING – 14<sup>th</sup> March 2016**

You are summoned to the next meeting of the Parish Council which will be held on Monday 14<sup>th</sup> March 2016 at the Winchelsea Beach Community Hall, commencing 7.15pm. The agenda is displayed alongside this notice. Members of the public are most welcome to attend.

Yours sincerely,

*Anna Evett*

Mrs A Evett

Please see the website to download a copy of the agenda or to print it in a larger font. Copies of the associated paper work will not be available at the meeting; please download them from the website.

Mrs Anna Evett, Parish Clerk and Responsible Finance Officer  
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## AGENDA

**For the Icklesham Parish Council Meeting, Monday 14<sup>th</sup> March 2016**

**at the Winchelsea Beach Community Hall, commencing at 7.15pm**

(Please note that proceedings will be recorded.)

1. **Welcome to the meeting by the Chairman.**
2. **The Chairman will invite members of the public to comment or ask questions on any matters they wish to raise relating to the business of the Council (15 minutes.)**
3. **To receive reports and ask questions of the County Councillor Keith Glazier and the Rother District Councillors Mrs Sally-Ann Hart and Paul Osborne 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 to repeat their declaration immediately prior to commencement of the item in question.
6. **To consider and approve the signing by the Chairman of the attached minutes of the Council meeting of 8<sup>th</sup> February 2016.**

### **Matters Requiring a Decision by the Council**

7. **Financial Matters**
  - a. Receipts and payments report to end February 2016 enclosed
  - b. To approve items for payment in March 2016 (to be tabled.)
8. To note the resignation of Cllr. Pope. Recommendation that the seat be declared vacant and that the Clerk be instructed to inform the District Council of the casual vacancy. Email attached.
9. The Clerk recommends the Council authorises the 2016 annual specialist unaccompanied play equipment inspection of its 6 playgrounds by Wicksteed Playscapes at a cost of £45+VAT per play area, plus detailed analysis of risk at a cost of £15+VAT per play area. Total for 6 play areas £360.00+VAT to be funded from 2211 Inspection Fee in the 2016/17 budget. Note: The lead time is 8-10 weeks from receipt of order. See enclosed.
10. The Clerk recommends the Council authorises the annual parish-wide risk assessment by Council's Health & Safety Consultant at a cost of £685+VAT. To be funded from 2213 Risk Assessment. See enclosed.
11. Subject receipt of licence, the Clerk recommends that the Council proceeds with Cllr Mrs Lyward's budget item of the purchase and installation of a dog bin. To be located in Winchelsea Beach on the verge in Sea Road, next to the pedestrian gate and fingerpost to the footpath along the Military Canal. Cost of bin £209.19 (ex VAT) + £50 installation. Total £259+VAT to be funded from 2206 dog bins. ESCC has indicated that a licence will be issued shortly.
12. Icklesham Trusts Committee requests permission for the use of Icklesham Recreation Ground all day on Saturday 5<sup>th</sup> August to hold its annual Summer Fete and Flower Show. The Clerk recommends that permission be granted.

- 13.** To approve the recommendations made by the OSWG at their meeting on 25<sup>th</sup> February 2016:
- i) Allotment No. 9 Rye Harbour site. Recommendation: The usable part of the plot should be divided into two starter plots and let out under a 12 month tenancy, the rent to be calculated pro rata.
  - ii) Allotment No. 1 Pear Tree Marsh. Recommendation: A review to decide the way forward for this plot would take place after the height of the hedge at the front of the site has been reduced.
  - iii) Proposed tree works at Pear Tree Marsh (objections received from two tenants). The Clerk has recommended that this be brought back to Council as a decision had been made at the February meeting without members knowing the full facts. It had been thought that all tenants at the site had been consulted and were in favour of the proposals outlined in Cllr. Pope's report. Recommendation: Proposed works on trees on the site are put on hold pending the results of the Council's 2016 tree survey. Permission would also need to be obtained from RDC.

**14. Clean for The Queen.**

- i) Registration has taken place.
- ii) Two clean-ups organised in the parish so far by Cllr. Tollett who has taken a lead on this initiative (12<sup>th</sup> March at W.B. and 19<sup>th</sup> March at R.H.). Update on W.B. event to be given. Details of further events (Icklesham and Winchelsea) to be decided.
- iii) Lighting the beacon in Winchelsea. Contact has been made with the organiser advising the Council's wish to take part. Awaiting a reply. The event will take place at 7.30pm on 21<sup>st</sup> April, preceded by beverages in the New Hall and a brief Church service.

- 15. Staffing Matters.** Confidential Business to be taken under Standing Order 11a at the end of the meeting.

Matters for information or noting

- 16. Programme of Works for February.** An updated list will be tabled.

- 17. Affordable Housing.** A meeting is scheduled for Friday 18<sup>th</sup> March with RDC officers and Tom Warder from AiRS. RDC officers have reviewed the sites put forward in each ward and will discuss and make site visits to those considered suitable for development. Representatives from the parish council attending will be Cllrs Warren (lead councillor), P Turner (Winchelsea Beach), S Turner (Winchelsea), Horsman (Icklesham) and Tollet (Rye Harbour).

- 18. Report back from Planning Committee.** Minutes of 8<sup>th</sup> and 22<sup>nd</sup> February 2016 are attached for information.

**19. Correspondence.**

- a) Letter from Hedleys Solicitors notifying hourly rate increase. Attached.

**20. Reports of Councillors and Officers on Outside Bodies and Attending Events.**

- a) The Chairman to report on his attendance (in the Clerk's absence) at the multi-agency Winchelsea Beach flooding meeting on Friday 4<sup>th</sup> March.
- b) Reports from other councillors.

- 21. Future meetings or events** – all to advise of future attendance at meetings.

- 22. Date and venue for next meeting.** The next full council meeting is confirmed as Monday 11<sup>th</sup> April 2016 at the Icklesham Memorial Hall, commencing at 7.15pm. Councillors are reminded that the Annual Parish Meeting is being held on Wednesday 30<sup>th</sup> March 2016 at the New Hall in Winchelsea.

## Minutes: Monday 8<sup>th</sup> February 2016 the New Hall, Winchelsea, 7:15 pm

**Present:** Councillors: Ms J Austen, Mrs C Merricks, A Moore, C Pope, Mrs J Stanford, H Sutton, S Tollett, P Turner (Chairman) and S Turner.

**In attendance:** A Evett (Clerk.)

**16/017 Item 1 Welcome to the meeting by the Chairman.** The Chairman welcomed everyone to the meeting. The Chairman paid his respects to Mrs Daphne Davies who recently passed away. He said that Mrs Davies had been instrumental in setting up the Five Villages and that, and other initiatives, have left a lasting legacy in the community. He asked that the Clerk write to Mr Davies and pass on condolences from the Council and thank her for her vision and inspiration. This was unanimously agreed.

**16/018 Item 2 Questions from the public.** Mr Clarke from Winchelsea asked questions about the lease for the car park and toilets at Rye Harbour. Mr Morris of Winchelsea advised that Rye Town Council are considering a park and ride scheme. Mr Spencer of Winchelsea asked if no parking signs were being procured and asked about Lighting of the Beacon to mark the Queen's 90<sup>th</sup> birthday.

**16/019 Item 3 Reports from County & District Councillors.** East Sussex County Council (ESCC) Cllr Glazier explained that ESCC are setting the budget for next year and that the Government has agreed that county councils can raise the precept by 2% to offset some of the costs of adult social care. This is on top of a 1.99% increase in the precept. The Secretary of State has announced some transitional funding for county councils amounting to approximately £500k for ESCC. Some of the initiatives funded by ESCC will have to cease and the county has the highest number of over 85 year olds in the country. 70% of the County's budget is spent on 30% of the population.

Rother District Council (RDC) Cllr Mrs Hart will email her report to the Clerk but spoke about the council tax consultation and improvements to the RDC telephony service. Cllr S Turner thanked her for her work to improve the telephone service and asked about the rubbish left near the public conveniences at Winchelsea (referred to RDC in October.)

**16/020 Item 4 Apologies for absence.** Apologies had been received from Cllrs Horsman and Warren.

**16/021 Item 5 Disclosures of Interests.** There were none.

**16/022 Item 6** The minutes of the 14<sup>th</sup> December 2015 were agreed with significant amendments (see attached re-drafted and agreed minutes) and the 11<sup>th</sup> January 2016 minutes were agreed with amendments to those present; Cllr Sutton had given apologies and Cllr Pope had been present – agreed.

### **Matters Requiring a Decision by the Council.**

**16/023 Item 7 Recommendations from the Open Spaces Working Group.**

**Pear Tree Marsh – it was resolved to accept** all recommendations contained in the report.

**Icklesham Sports Pavilion** - Cllr P Turner recommended that no works come within 2m of the zip wire - **agreed. It was resolved** to accept Cllr Mrs Merricks proposal that the recommendation from the group was rejected and amended as follows: that the Council keeps to the decision it made at the last meeting (January 2016) i.e. build a new pavilion on the existing site, size to be agreed. In the meantime give due consideration to the drawing up of a lease. **Resolved.**

**Harbour Field, Winchelsea Beach.** The Clerk read out a letter from Rye Bay FC and standing orders were suspended to allow members of the club to speak. Following discussion it was **resolved** not to write separately to Rye Bay FC as they now clearly understood that mowing the grass without permission is a breach of the terms of use.

**16/024 Item 8 It was resolved** to publish the draft lease for the Rye Harbour car park and public conveniences on the website and the Clerk was authorised to contact the solicitor to find out what implications there would be of handing back the lease to RDC within its term before continuing with the signing of the lease.

**6/025 Item 9 It was resolved** to accept the quote from John O'Connor Grounds Maintenance for three years at a cost of £6,491 per year excluding VAT to be funded from *2209 grass cutting* to be awarded with a contract to include a performance review clause.

**16/026 Item 10 It was resolved** to give retrospective approval for the Chairman, Chairman of the Staffing Committee and the Clerk to attend SSALC HR Training on 22<sup>nd</sup> February 2016 in Hellingly at a cost of £165 excluding VAT to be funded from *1104 courses and training*.

**16/027 Item 11 It was resolved** that the Clerk will attend the free AiRS Neighbourhood Planning event on 9<sup>th</sup> March in East Grinstead.

**16/028 Item 12 It was resolved to accept all recommendations for the Queen's 90<sup>th</sup> Birthday Celebrations and refer the matter to the Open Spaces Working Group as follows:**

- a. Take part in the lighting of the beacons
- b. Work with community groups with any organised events
- c. Register for Clean for the Queen

**16/029 Item 13 Financial Matters**

**Resolved:**

- a. Receipts and payments report for January 2016 to be presented at the March meeting - noted.
- b. Items of payment for February 2016. A list of payments was tabled totalling £5,588.44 represented by bank transfers T143 to T149 sequentially totalling £3,401.12, plus 2 direct debits totalling £1,597.32, a standing order of £230.00 and a cheque number 3177 for £360. January receipts totalled £1,030.22 VAT refund - noted.

Matters for information or noting.

**16/030 Item 14 Programme of works for January 2016** - noted. The Clerk was asked to progress hearing loops and the fire service leaflets.

**16/031 Item 15 Report back from Planning Committee.** Minutes of 11<sup>th</sup> January 2016 were noted.

**16/032 Item 16 Correspondence** Letters from Ms Halpin about Rye Harbour and Mr Edwards about Winchelsea Beach were read out by the Clerk.

**16/033 Item 17 Reports from Councillors attending events.** None.

**16/034 Item 18 Future meetings or events** – Winchelsea Beach Flooding - the Clerk reported that the next closed multi-agency meeting organised by Amber Rudd MP will be on Friday 4th March at her constituency office.

**16/035 Item 19 Date and venue for next meeting.** The date of the next full council meeting is confirmed as Monday 14<sup>th</sup> March 2016 at the Winchelsea Beach Community Hall commencing at 7:15pm.

Meeting closed at 8.05pm.