

**Minutes: Monday 9<sup>th</sup> April 2018 at the New Hall, Winchelsea, 7:15 pm**

**Present:** Councillors: Ms Austen, R Davis, J Horsman, Mrs Merricks, A Moore, Mrs J Stanford, H Sutton, S Tollett, P Turner (Chairman) S Turner and N Warren.

**In attendance:** Mrs A Evett (Clerk,) Mrs J Cannings (Deputy Clerk,) ESCC Cllr Glazier and RDC Cllrs. Mrs Hart and Osborne.

**18/059 Item 1 the Chairman invited comments or questions from members of the public on matters relating to the business of the Council.** Mr Spencer of Winchelsea asked that the Council advertises the changes to the train times and asked for an update on Speed Calming. He expressed concern at the state of an unoccupied building at 3, the Five Houses, Winchelsea. Mr Clarke of Winchelsea asked for a site visit to be arranged to Cricket Field Allotments to agree works to be undertaken.

**18/060 Item 2 to receive reports and ask questions of the County and District Councillors.** Cllr Glazier reported that potholes continue to be a priority and asked that they are reported; ESCC has doubled the number of the gangs to 23 to tackle them. He took questions on the opening of Butchers Lane, patching of roads and claims for vehicle damage. Cllr Osborne reported on a decriminalised parking. Cllr Mrs Hart had submitted her report in advance of the meeting and took questions on the plans for the new Discovery Centre at Rye Harbour.

**18/061 Item 3 Apologies for absence.** Apologies received from Cllrs. Mrs Lyward and Smedley.

**18/062 Item 4 Disclosures of Interests.** There were none.

**18/063 Item 5 It was resolved to** approve and sign the minutes of the meeting of 12<sup>th</sup> March 2018 with one amendment to 18/048 Item 9 Grass Cutting Service, line 6 to change the word 'cuts' to 'works.'

**Matters requiring a decision by the Council**

**18/064 Item 6 Staffing Working Group.** The draft minutes were noted and **it was resolved** to approve all recommendations as follows:

- a) The Terms of Reference for the Open Spaces Committee were approved with one amendment that the officers should obtain all quotes for works
- b) The Clerk will review membership of all groups and undertake an expressions of interest exercise for committee membership
- c) That all committee/groups Terms of Reference are agreed at the Annual Meeting but reviewed at the first meeting of each group (revisions submitted to Full Council)
- d) Steps are taken to progress the application for a foundation level award with the Local Council Award Scheme to be ready by March 2019.

**18/065 Item 7 Grant Request from Hands of Hope Charity.** It was resolved to decline the application as follows: the Council already supports the Marsham Older People's Project that directly benefits the community; this is not within the parish and unlikely to benefit local residents; they already hold considerable funds; recommend that grants should be sought from the neighbouring parishes of Peasmarsch, Brede and Northiam.

**18/066 Item 8 Data Protection. It was resolved to adopt all policies presented as follows:**

- a) Data Protection Policy
- b) Retention of Documents Policy
- c) Information protection Policy
- d) Contact Privacy Policy
- e) Email and letter disclaimers

**18/067 Item 9 Financial Matters. It was resolved to approve:**

- a) **Receipts and payments** report for March 2018.
- b) **Items for payment** in April 2018. A list of payments were authorised totalling £10,263.93 amended to £8538.93 (the grant payment of £1,725 shown as T/575, was requested to be deferred to July by the recipient) represented by bank transfers T/563 to T/579 sequentially totalling £7,275.51, plus four direct debits totalling £1,033.42 and one standing order totalling £230. March 2018 receipts totalled £877.44.

- c) **Earmarked funds** to be carried forward into the current year revising the agreed budget as follows:  
2252 Traffic Calming £3,850, 2405 RH Flagpole £5,257, 2809 WB Bus Shelter £8,000 **revising the 2018/19 expenditure budget to £187,341.00.**
- d) The Public Works Loan Board application to be deferred until more information is known.

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

**18/068 Item 10** The email from Mr Rupert Clubb of ESCC about community and mobile libraries dated 26<sup>th</sup> March 2018 was noted; the Clerk was asked to circulate full information, contact Mr Clubb and ask for an extension to the deadline and present the matter for a decision at the May meeting.

**18/069 Item 11** The email from Mr Mahoney dated 22<sup>nd</sup> March 2018 about Dogs Hill Road was noted.

**18/070 Item 12** The Planning Committee minutes of 12<sup>th</sup> and 26<sup>th</sup> March 2018 were noted.

**18/071 Item 13 Programme of Works** for March. The report was noted and the Clerk was asked to investigate the bus shelter bench at Icklesham, forward details of the daffodil signs quote to Cllr Mrs Stanford, ask the small works contractor about the Mary Stanford fingerpost (to go to the boathouse) and to update the speed calming item.

**18/072 Item 14 Correspondence** – all noted as listed in the agenda.

**18/073 Item 15 Reports of Councillors and Officers on Outside Bodies and Attending Events.**

Cllr Mrs Stanford attended a HORAC meeting and the Chairman attended the Rye Partnership Annual Membership meeting; he will attend a RALC meeting on Wednesday.

**18/074 Item 16 Future meetings or events.** The Allotment Committee is on Monday 23<sup>rd</sup> April and the Open Spaces Committee meeting is on 30<sup>th</sup> April 2018 7pm at the Court Hall.

**18/075 Item 17 Date and venue for next meeting.** The next full council meeting (the Annual Meeting) was confirmed as Monday 14<sup>th</sup> May 2018 at the Winchelsea Beach Community Hall commencing at 7:15pm.

Meeting closed at 8.40pm.

Signed:

Dated: