

AGENDA

**For the Icklesham Parish Council Meeting, Monday 9th November 2020 commencing at 7:15pm.
Please note that this meeting will be held remotely and any member of the public wishing to join the meeting should contact the Clerk for details.**

- 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 (circulated electronically.)
- 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 14th September 2020.**

Matters Requiring a Decision by the Council

- 6. Ratification of Clerk's post.** Council is asked to retrospectively ratify the appointment by the Staffing Committee of Claire Dyer as Clerk & RFO who took up the post on 12th October 2020.
- 7. Mentoring arrangements for new Clerk.** Prior to the appointment of the new Clerk SSALC recommended mentoring from an experienced former well qualified Clerk who is a past President of the Society of Local Clerks. This mentoring would be based on weekly contact for a recommended period of 3 months charged at an hourly rate of approx. £25 per hour with the number of hours per week set by the mentor based on the needs of the Clerk. It is estimated that the total cost will be in the region of £600 to £700 which would be funded from the Council's training budget. It is asked that Council approve this recommendation and arrangements be made to take this forward as soon as possible.
- 8. Harbour Field – Residents complaint.** Cllr Lyward to provide a verbal report on a recent complaint regarding the use of Harbour Field.
- 9. Harbour Field - Request from Rye Harbour FC to store goals outside pavilion.** Council is asked to review a request by Rye Harbour FC to store moveable goals outside the pavilion – a risk assessment has been submitted and is included with meeting papers.
- 10. Icklesham Recreation Ground – Report and quotation for consideration** The Clerk directs the Council to review the report and quotation supplied in relation to the remedial works required at Icklesham recreation ground and agree next steps.
- 11. RHCP Donations – Procedures for collection and banking.** The Clerk requests a review of the current process for the collection and banking of RHCP Donations. See attached preliminary report for information giving alternative methods along with indicative associated costs.
- 12. Traffic calming update.** Deputy Clerk to provide verbal update on proposed traffic calming scheme.
- 13. New flagpole lease from EA.** Heads of Terms for the new lease have been received from the EA for Council's consideration. To note that the EA is unable to contribute to the flagpole repairs but has offered a year's free rental. See attached emails and Heads of Terms.

- 14. Jubilee Entrance update** – Update report from Deputy Clerk on progress regarding the new entrance into Jubilee Field from Monk’s Walk.
- 15. Urban grass cutting.** Council is asked to approve an option for urban grass cutting in 2021. See attached email from ESCC Grounds Management outlining choices and costs. Note: IPC chose Option 2 (four extra cuts) this year. The price is unchanged for 2021.
- 16. Rye Harbour Toilets** – Email attached from Rother District Council regarding winter opening and increased cleaning costs due to Covid. Council is asked to agree and approve its requirement.
- 17. Offer from the National Trust to take over allotment site at Winchelsea.** The Trust is looking to reduce its costs and has approached the parish council with a proposal for IPC to take on the management of the Back Lane site, combined with the Cricket Field site in a joint new tenancy agreement. See attached proposal for consideration and discussion.
- 18. Quality Council Status** – Following a recommendation of the Staffing Committee meeting on 28th October 2020 the Clerk advises that the Council will be without its Quality Council Status until she had completed the CiLCA qualification. The training provider has advised that is not recommended that the Clerk commence the qualification until in post for 12 months.
- 19.** To note the **Planning Committee** minutes since the last meeting, already circulated and available on the website.
- 20. Financial Matters.** Council is asked to approve the following:
 - a. **Receipts and payments** (actual vs budget report) for the month ending 31st October 2020 - enclosed.
 - b. Items paid (to note) and **items for payment** to date in November 2020 – enclosed.
 - c. To approve the recommendation of the staffing committee at its 28th September 2020 meeting to purchase 3 copies of Arnold-Baker’s Local Council Administration at a quoted price of £119 per copy, when the new version is published in December 2020.
 - d. To note that a grant cheque to Ore Community Library for £200.00 issued in August has been returned undeliverable by Royal Mail.

Matters for Information or Noting

- 22. Programme of Works** – Enclosed.
- 23. Correspondence** – To note the enclosed letter from Mr John Rodley thanking Council for the RBL donation.
- 24. Reports of Councillors and Officers on Outside Bodies and Attending Events.** Members to update council.
- 25. Future meetings or events.**
- 26. Date and venue for next meeting.** Monday 11th January 2021 7:15pm