

AGENDA

For the Icklesham Parish Council Meeting, Monday 8th March 2021 via video conferencing commencing at 7:15pm.

1. **The Chairman will invite members of the public to comment or ask questions on any matters in respect of the business on the agenda. (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 additional full Council meeting of 1st March 2021.**

Matters Requiring a Decision by the Council

6. **Rother Voluntary Action.** To consider a request from RVA to promote their Healthy Ageing Innovation in Rural Europe. Information enclosed.
7. **Defibrillator.** To consider the enclosed quotation from London Hearts for a Defibrillator device to be installed at the pavilion in Harbour Field. This item is included in the 2020-2021 budget under 2254. Rye Bay FC have agreed to have the defibrillator sited on the outside of the pavilion and to cover the ongoing cost to supply electricity to the device quoted at approx. £8 per annum. The device would remain the property of the Council and would be maintained as such. Should Council wish to proceed the Clerk recommends Council accept the quotation which includes an external locked cabinet at a cost of £1425.
8. **Rye Harbour Discovery Centre Update.** To note email update received from Baxall Construction. Copy enclosed.
9. **Draft member and employee protocol.** The Clerk requests Council consider the adoption of the enclosed draft member and officer protocol.
10. **Approval to apply for debit card.** The Clerk requests approval to apply for a debit card with Lloyds for the Parish Council bank account in her name in accordance with the Council's financial regulations.
11. **Playground safety inspections.** The Clerk requests Council agree a way forward in relation to H & S inspections of Parish play areas. For information inspections need to be carried out weekly. For note to date Councillors from Winchelsea Beach, Winchelsea and Icklesham have volunteered their time to undertake inspections.

- 12. Job evaluation.** To approve the recommendation from Staffing Committee on 25th January 2021. Confidential minutes and quotations enclosed. The Clerk recommends acceptance of the lowest quotation (b). To note that there is currently no budget allocated for this potential spend and all staffing related nominals are committed. Council is therefore requested to agree how this will be funded if it is resolved to proceed. The current payment and receipt report indicates that this spend could be allocated to nominal 1231 - Legal Costs.
- 13. Rother Corporate Plan.** The Clerk requests that Council consider the enclosed collated response to the invitation from Rother District Council to submit comments in relation to their Corporate Plan following submissions by Councillors.
- 14. Allotments.** The Clerk requests Council agree whether to accept applications for plots from residents who are not on the electoral roll within Parish boundaries i.e. residents who reside part year in caravans, boats or holiday homes. To note the current wording of the Council's allotment tenancy agreement states *"The tenancy may be terminated by the Council by service of one month's written notice on the tenant if: the tenant lives more than one mile outside Icklesham Parish.* Council is requested to approve that any changes to conditions be incorporated into the current application form.
- 15. Icklesham Parish Community Land Trust.** Council is asked to respond to an invitation from IPCLT to put forward a street name for the new housing development in Icklesham for consideration. Rother street naming policy included in supporting papers.
- 16. Icklesham Parish Council Website.** The Clerk requests approval for the transfer from the existing website and hosting to the new website and hosting with Rother District Council with a go live date of 10th March 2021.
- 17. Mary Stanford Lifeboat House.** Member report.
- 18. Winchelsea Recycling bins.** In response to an enquiry to Rother District Council by the planning committee on the possibility of either removal or re-siting the recycling bins in Winchelsea, Rother has agreed look at arrangements to remove them, subject to the agreement of the Parish Council. Council to consider.
- 19. Hastings Athletic Football Club.** To consider request by Hastings Athletic Football Club to hire the football pitch at Icklesham Recreation Ground for use by their Under 16's team on Saturdays and Sundays. See email enclosed.
- 20. Jubilee Field Entrance.** To approve the recommendation from Open Spaces Committee meeting of 8th February 2021 (item 6) to proceed with the lowest quotation received for the legal review of the Deed Of Easement. Draft minutes and quotation enclosed.

To note response from Historic England that they will respond to the application for Scheduled Monument Consent within 42 days.
- 21. Continuation of virtual meetings.** The Clerk notes that to date no update has been received from Government in relation to the temporary removal of the legal requirement for local authorities to hold public meetings in person. The current legislation is due to end on 7th May 2021. The Clerk recommends Council considers meetings are held in dual format with the options of both physical and remote attendance should the legislation not be extended.
- 22. Winchelsea Beach Sewage System.** To note and for discussion the response from OFWAT and the acknowledge from Sally-Ann Hart MP. Copies enclosed.

- 23. Winchelsea Speed Calming.** To agree next steps in relation to the formation of a working group following the resolution of the full council meeting of the 1st March 2021.
- 24.** To note the **Planning Committee** minutes of 25th January and 8th February already circulated. Any questions to be directed to the committee chairman.
- 25. Financial Matters**
- a. **Receipts and payments** report for the month ending 28th February 2021 - enclosed.
 - b. Items paid (to note) and **items for payment** to date in March 2021 – enclosed.
 - c. To note and thank Cllr Warren for undertaking the quarterly bank reconciliations for quarters 2 and 3 of the 2020-21 financial year.
 - d. To confirm the continuance of the internal auditor Mr Keith Robertson for the financial year 20/21 as per minute 20/51 of the full council meeting of 13th July 2020.

Matters for Information or Noting

- 26. Conclusion of external audit 2019/20.** To note the external audit report for 2019-20 enclosed.
- 27. Programme of Works** up until the end of February. An updated list will be tabled.
- 28. Presentation on Biodiversity Net Gain.** Slides from Rother Member training attended by Cllr Warren enclosed for information.
- 29. Notice of casual vacancy.** Council are advised that following the resignation of a Councillor in accordance with Section 87(2) of the Local Government Act 1972, notice has been issued of a casual vacancy for the Rye Harbour Ward. Should no election be called within the period stated the vacancy will be advertised in line with the Council's co-option process.
- 30. Correspondence.** Please note that any late received correspondence will be tabled.
- 31. Reports of Councillors and Officers on Outside Bodies and Attending Events.** Members to update council.
- 32. Future meetings or events.**
- 33. Date and venue for next meeting.** Monday 10th May 2021 at 7:15pm (Annual Statutory Meeting)