

**MINUTES OF WHATLINGTON PARISH COUNCIL MEETING HELD ON THURSDAY 9th MAY 2019
IN THE VILLAGE HALL AT 7.30pm**

PRESENT: - Councillor Fisher in the Chair
Councillors Ratcliffe and White

Councillors present signed their Declaration of Office form.

Councillor Ratcliffe had completed and signed his Declaration of Interest forms

1) ELECTION OF CHAIRMAN

Councillor Fisher was proposed by Councillor White seconded by Councillor Ratcliffe.

Councillor Fisher signed his Declaration of Acceptance of Office as Chairman

OPEN SESSION / LATE ITEMS FOR INFORMATION ONLY

There were three Local Government Electors attending

LATE ITEMS

Councillor Ratcliffe said he had heard from people in nearby parishes, who attended the meeting last year in London with the two M. P's about improvements and work on the A.21 are very unhappy that nothing has come of it and there has been no communication to the parishes. At the moment Woodman's Green Road /A.21 road surface is in the worst state it has ever been. Councillors who had also attended the meeting voiced their concern. After discussion and agreeing that it can take some time before anything is done it was agreed the clerk will write to Huw Merriman asking for an update.

He also asked if the clerk could obtain road poster that we had a few years ago warning traffic of people walking in the road. As at the moment many children walk along this road. The clerk will contact the County Council for this.

Councillor Fisher said the road surface on the C.293 is also very bad and asked the clerk to contact Councillor Field regarding this, and, also the proposal from June for residents to put their glass bottles and jars into the Recycling bin. If the bin is full residents cannot put more in and this will mean less recycling. Will they be able to use the black box for any extra recycling.

The 'Clerk and Council Direct' magazine was available for councillors. County Councillor Field who was unable to attend had advised – The County Council has been a very quiet post budget and, in the run up to the election. Following a scrutiny review into pothole mending(!) it has been agreed to run a pilot to test the theory that if you mend ALL the potholes close to the one which qualifies for repair the road will nbe protected and money saved

2) CO-OPTION OF COUNCILLOR

There was only one application received – Tim Underhill who was a previous parish councillor. Due to the council meeting date being changed and having a prior engagement for this evening he was unable to attend. After discussion it was resolved to appoint Tim Underhill as our parish councillor. The clerk will contact him to advise and obtain all the necessary signed forms for this.

3) ELECTION OF VICE CHAIRMAN

With only three councillors attending it was agreed to defer this to the August meeting.

4.) APOLOGIES

Councillors Scott, Underhill and District and County Councillor Field

4) ISCLOSURE OF INTEREST

5) No disclosures made

6) APPOINTMENT OF TWO REPRESENTATIVE FOR THE ROTHER DISTRICT ASSOCIATION OF PARISH AND TOWN COUNCILS

As Councillor Scott who was a representative and Councillor Underhill were not present it was agreed to leave the appointments until the August meeting.

Councillor Ratcliffe asked if there were any other organization, we have a representative for. Being a small parish, we have very few organizations. Councillor White serves on the Village Hall Management Committee so acts as a council representative for this. Councillor Ratcliffe said he is a Battle Representative at 1066, as he is now a Whatlington Councillor he can act for us as well. They do have a sum of money that can be given to parishes for projects if they meet the criteria for a grant, which can be useful.

7) CONFIRMATION OF MINUTES

Minutes of the Meeting held on the 21st March 2019, copies of which had been circulated. After amended Kevin Dixon's title from Battle Councillor to Rother District Councillor. The minutes were agreed and signed by the Chairman

8) MATTERS ARISING

No matters arising.

9) CORRESPONDENCE

- a) **East Sussex Highways.** They have advised a daily closure – 24th June – 30th June 7.00a.m. – 4.00p.m. to enable U.K. Power contractors to carry out cabling works.
Councillor Fisher asked if there was any information on having the substation. Councillor White said no agreement has been made to have this on Hancox land so it is back by the Bus Shelter. The clerk advised no communication since before Christmas when they said they could not look any longer at sites as the substation was urgently needed.
- b) **Whatlington P>C.C., Rother Rural Trust and the Good Companions** - have all sent thank you letters for the grants given in March.
- c) **Sussex and Surrey Association of Local Councils-** Have advised dates and venue for Councillors Briefing and Awareness training. The clerk asked councillors to let her know if they wished to attend any of the training.
- d) **High Weald ANOB Partnership.** -Have sent an invitation to a meeting 2nd July 2019 at Crowborough Community Centre to discuss how they can work with and help councils. Councillors to advise if they wish to attend.

10) INTERNET AUDIT COMPLETED - AUDITORS RECOMMENDATIONS

All accounts found in order. Recommendations – a) all cheques stubs must be initialed; some had again been missed.

b) -An incorrect tax code for the clerk was showing on the councils HMRC account meaning no tax was paid. The clerk explained that although she had entered the new coding this has not registered. She contacted the Inland Revenue who advised they were aware of the problem but at the moment very busy and will contact the clerk by the 27th May 2019 with the amount of tax to be paid. The clerk will then make the payment herself.

11) APPROVAL OF CERTIFICATE OF AUDIT EXEMPTION

Councils with income under £25,000 can use this exemption for a lesser audit. All the usual forms have to be completed and put on our web site and selected forms sent to them. The Chairman signed the certificate for this.

12) APPROVAL OF SECTION ONE OF THE ANNUAL GOVERNANCE STATEMENT 2018-2019

This was approved and signed by the Chairman

13) APPROVAL OF SECTION TWO OF THE ACCOUNTING STATEMENTS

This was approved and signed by the Chairman

14) PLANNING**Appeal –**

APP/U1430/W18/3212146 The Barn, Ringletts Farm, Whatlington Road. Appeal granted to the applicant

RR/2019/512/P Holly View, Woodman's Green Road

Proposed extension to rear of existing property linking

Annexe to main property

Granted

RR/2019/699/P Leeford Vineyard, Whatlington Road

Removal of Section 106 agreement imposed on

RR/1999/1526/P

Parish Council Objected

District Councillor Field has advised the clerk that she has asked for the application to be called in to be decided by full planning committee.

The Clerk advised Kember Loudon Williams acting for the applicant, had requested copies of councillors emails with their comments on the application. Copies of the four councillors who had responded emails vhave been sent

14) PLANNING CONTINUED

RR.2019/738/O Springfield Nursery, Whatlington Road
 Certificate of Lawful use for existing use of Springfield Nursery
 As a single residential dwelling Parish Council commented

RR/2019/977/P Freshfields, Whatlington Road
 Proposed single storey side and rear extension, conversion
 Of garage and addition of front bay window. As no objections from Councillors
 the clerk will advise the Planning Department of the council's support.

15) FINANCE

The balance in Barclays Bank as at 9th May 2019 was current account - £2,100.51 £deposit account -10,182.02
 Direct Debits paid

Barclaycard - H.P. Ink - £3.49 and Adobe - £21.14	£35.01
Barclaycard – Fast Host £2.39 and H.P. Ink - £8.99	£11.38
Barclays Bank Charge	5.17

There were 7 accounts to pay

East Sussex Association of Local Councils – Subscription - £93.35	
And National Association of Local Council – Subscription £20.55	£113.90
Whatlington Village Hall Committee – Annual hall rent in advance	£200.00
Whatlington P.C.C. – Annual grant for churchyard grass cutting	£500.00
Mrs. P. Butcher - 5-year rent for car park in advance	£25.00
BHI Ltd – Annual Insurance premium	£159.34
McCade, Ford and Williams – Internal Audit fee	£222.00

Rother District Council – Election costs – estimated £142.02 invoice to come

The clerk had received an email from a company in Northiam offering to manage our website and a possible App at a cost but no amount quoted. They also said our website was not safe. The clerk contacted Hugo Fox who said it was safe but did need a Cert SSL. They could process this and monitor it at an annual cost of £39.99 It was resolved to ask them to obtain the certificate and carry out the monitoring at the cost quoted.

16) DATE OF NEXT MEETING

15th August 2019

The meeting ended at 8.15p.m.

Minutes remain in draft format until approved at the next Meeting of the Council