

FRAMFIELD PARISH COUNCIL
Minutes of the Meeting of Framfield Parish Council held at the Memorial Hall, Framfield, on Tuesday, 25 September 2018 at 7.30pm

Present (Councillors): Keith Brandon (Chairman) Danny Gallagher
Selina Allen (Vice Chairman) Noel Mansley
Peter Friend Sam Sharples

In attendance Ann Newton - Clerk Members of the Public – one.
Members of the Press – none.

Prior to the commencement of the meeting members of the public and County and District Representatives are invited to address the Parish Council if present.

Councillor Ann Newton (WDC) – Ann reported on the following items:

- Wealden Local Plan. Ann informed the meeting that the Plan had now been published and was at the Representations stage. The Draft Air Quality Interim Mitigation Strategy Tariff Guidance for Residential Dwellings had just been published. The Strategy is an essential part of the Local Plan as due to the constraints of the Ashdown Forest etc it enables the housing numbers detailed in the Plan to be built out.
- Refuse service. Ann reminded everyone, however frustrating, to continue to report any missed bins to WDC so that they could address issues to Kier.

(The minutes are detailed in the order in which they appeared on the agenda but not necessarily the order in which they were taken at the meeting).

1. Apologies for Absence

Councillor Maria Naylor. Councillor Chris Dowling (ESCC). The Clerk reported that Rob Newton had resigned from the Council and that the appropriate notifications had been made.

2. Declarations of Interest

Councillors to give notice of declarations of personal, prejudicial and pecuniary interests in respect of items on the agenda. There were none.

3. To accept the Minutes of the last meeting (15 August 2018)

It was resolved to accept the minutes of the meeting held on 15 August 2018, having been circulated, as a true and accurate record of the meeting. The minutes were signed by the Chairman as proposed by Keith Brandon and seconded by Sam Sharples.

4. Co-option of Parish Councillors

Tony Hall resident of Blackboys gave a resume of his background and reasons why he might be thinking of joining the Parish Council. The Council hoped he would come along in November for co-option.

5. Matters Arising from the Minutes

To receive updates or agree any further actions.

- Urban grass-cutting. The Clerk reported that she had been advised that the second and last cut would be done by ESCC at the latter end of September. The cut would be same as the cut in June, ie not a full cut. The Council has already agreed to cover the cost of two extra cuts (£200.00 + VAT per cut) using their contractors between now and the end of the season if necessary – the required approval had been given by ESCC. The Clerk would liaise with the contractors on the timing of these cuts.

The Clerk further informed the Council that an email had been received from ESCC offering the Parish Council two options:

- Firstly for the Parish Council to pay for four additional cuts to enhance the service provided by ESCC. The cost would be £1,162 per annum and provide a service of six cuts carried out by ESCC's contractors.
- Or a financial contribution of £581 per annum from ESCC to the Parish Council to carry out two urban grass cuts using their own contractors with no cuts by ESCC.

The meeting agreed to agree to the first option for next year – a cost they would have to include in with the 2019/2020 budget.

6. Correspondence received since the last meeting

Letters for noting/discussion (Including items that have been received after this agenda has been published) – most items were from pending matters and dealt with under separate headings.

- Mr Peter Scott, resident of Framfield – Tudor Walk, streetlighting. ESCC have recently carried out a survey on the condition of the streetlights owned by the Parish Council. Mr Scott has asked that with regard to streetlight number one in Tudor Walk as a minimum it is turned off at 2300 or a preferred option to have it decommissioned or removed completely as it is a nuisance to the residents in the close – Mr Scott stated that he had consulted with those effected. The Parish Council agreed to wait for the receipt of the report before making a decision.

7. Finance and General Purposes:

- Completion of the External Audit. The Clerk was delighted that this had been completed – the formal advertising was under way.
- Update on the accounts systems and the Responsible Financial Officer. The Clerk reported that Marie was settling in very well. She was attending a SSALC Legal and Finance Course shortly and would be meeting up with our Internal Auditor.
- Resolve to contract WG Accountancy Services to carry out the payroll function. This was proposed by Selina Allen, seconded by Sam Sharples and agreed by all present.
- Resolve to accept a quotation for the purchase and planting of three red oak trees in commemoration of the end of WW1. The Parish Council agreed to contract Stavertons Nursery to supply the trees, planting etc. A site meeting is to be convened shortly with a view to planting the trees by 11 November. Quotes were also being obtained to put a small stone plaque by each tree with an engraved commemoration.
- Formal agreement of the July/August/September 2018 payments/disbursements – see attached sheet. This was agreed for payment by Keith Brandon, seconded by Sam Sharples and agreed by all present.
- Any other financial matters. The Clerk reported that due mainly to still being offline with the bank accounts, accounts could not be presented this time, although it is hoped an FGP meeting would be held at the beginning of November to enable Councillors to examine the new accounting systems.

8. Verbal Reports/updates from Council Members and the Clerk (if required).

- Liaison with ESCC on highway matters – Danny Gallagher/Clerk. A report had been tabled by Danny Gallagher which was very well met. Danny reported that an SLR meeting arrangement with ESCC had now been set up ('Strengthening Local Relationships') with the inaugural meeting scheduled for 3 October. Everyone thanked Danny for his efforts on behalf of the residents.
- Clerk – report on any other items not recorded elsewhere in the agenda.
 - WDC Parish Conference – 5 December 2018. £30 per delegate – Councillors to let the Clerk know if they wish to attend.
 - BT telephone kiosk – a resident had asked if/when the kiosk in The Street, Framfield, was to be removed. BT have confirmed that the decommissioned kiosk will be removed in March 2019.
 - Rob Newton – the Clerk was asked to report that Rob had decided to step down from the Council after 23 years due to his other commitments on a Tuesday evening. However, he was happy to continue carrying out duties for the Council around the halls etc as he has always done. The Clerk has

therefore included him on the Council insurance policy for no extra charge.
He was thanked for his long service to residents of the Parish.

9. Reports from Representatives

- **Schools:** St Thomas à Becket Church of England Federation (Blackboys & Framfield CEP Schools) (KB). There was none. As there is no longer a Parish Council representative, the item would be removed from future agendas.
- **WDALC** (Wealden District Association of Local Councils) – minutes to be sent out as and when received.
- **Parish Planning Panel (c/o Clerk)** - minutes to be sent out as and when received.

10. Items for referral by Councillors to the next appropriate Council or Committee agenda.

Selina Allen asked all Councillors to think about helping out at the Village Market, held on the last Saturday of each month as the number of helpers was in the decline!

There being no further business, the meeting closed at 8.15 pm.

**NEXT PARISH COUNCIL MEETING:
Tuesday, 27 November 2018
at the Village Hall, Blackboys.
commencing at 7.30 pm.**

FRAMFIELD PARISH COUNCIL

Expenditure: JULY/AUGUST/SEPTEMBER 2018

701411 – North Wealden Community Transport Partnership Ltd (April/June 262 Bus service)	154.86
701412 – East Sussex County Council (streetlighting column testing)	240.00
701413 – Barcombe Landscapes Ltd (grounds maintenance April/May)	696.00
701414 – Ann Newton (reimbursement of payment of Barclaycard – July)	326.40
BACS – Staff salaries plus HMRC/NI payments for July	2045.31
701415 – Came & Co Local Council Insurance (insurance renewal)	2,371.38
701416 - Barcombe Landscapes Ltd (grounds maintenance June/July)	906.00
701417 - Staff salaries for August	1,523.41
701418 – VOID	
701419 – Barclaycard (August [halls and trust sundry items])	222.17
701420 – CPRE (annual subscription)	36.00
701421 – Staverton Nursery (woodchip/play areas [earmarked reserves])	3,900.00
701422 – W G Accountancy Services (PC HMRC/NI payment - August)	453.67
701423 – PKF Littlejohn LLP (external audit fee)	360.00
701424 – WDC (dog bin emptying July/September)	375.00
701425 – Mulberry & Co (digitising of accounts)	450.00
701426 – W G Accountancy Services (payroll set up/advice [£50] + August fee [£20])	70.00
701427 – VOID	
701428 - Barclaycard (September - see details below)	1,332.81
BACS - Blackboys Trust (hall hire)	20.00
701429 - Wicksteed Leisure Ltd (replacement toddler seats, FF play area [earmarked reserves])	325.50
701430/1 – Staff salaries for September	1,881.23
701432 – W G Accountancy Services (PC HMRC/NI payment – September)	453.87
701433 – SSALC Limited (Legal and Finance Course – MO)	120.00
701434 – D&J Greengrow (handyman – April/September)	3,787.00

Funds received

WDC (Precept) – £25,875.50.

BlackRock (Charity dividends) - £282.88 (to be transferred to the Blackboys Trust for use on the recreation ground/play area)

Barclaycard Payments

June/July - £326.40 (various supplies [Mem Hall, BVH and PC]) (paid by AEN/reimbursed)

August - £228.17 (various supplies [£6.00 paid by personal cheque])

September - £1,332.81 (various supplies including goal post FF rec [£429.94], toddlers seats BB rec [£237.60, printer cartridge [£99.21], postage stamps [£58.00], payment for PPL PRS Ltd (music licence Hall – original cheque 100161 lost in post and paid to CSL – credit company) [£410.84].