

FIRLE PARISH COUNCIL

DRAFT MINUTES OF THE ANNUAL MEETING OF FIRLE PARISH COUNCIL

Tuesday 10th May 2022, 7.45pm in Firle Village Hall

Members of the Public in Attendance: 0

Questions RECEIVED from the Public: None

Members in Attendance: Cllrs Gravett (Chairman), Cllr Barr (Vice-Chair), Cllr Bolger, Cllr Hill and Cllr Symes.

Others Present: Clerk and RFO Lorna Thwaites.

1. ELECTION OF THE CHAIR:

1.1 The Council RESOLVED to elect Cllr Gravett as the Chairman for Firle Parish Council for the forthcoming year.

Thanks were given to Cllr Gravett for being the Chairman of Firle Parish Council last year and the Council recognised his contribution and significant achievements.

1.2 The Chairman signed the Declaration of Office form.

2. ELECTION OF THE VICE-CHAIR. The Council RESOLVED to elect Cllr Barr as the Vice-Chairman for Firle Parish Council for the forthcoming year; Cllr Barr was thanked for undertaking the role of Vice-Chair last year and all his hard-work and efforts.

3. APOLOGIES FOR ABSENCE: To receive and accept apologies for absence. None.

4. DECLARATIONS OF INTEREST: Declarations of interest in respect of items on the agenda, as required by the Members Code of Conduct were RECEIVED: Agenda item 19:1 Cllrs Gravett and Hill are members of the Platinum Jubilee Organisers Committee in Firle; in accordance with Members Code of Conduct the Councillors did not vote on this item.

5. MINUTES OF THE PREVIOUS MEETING: The minutes of the ordinary meeting of Firle Parish Council held on 12th April 2022 were RESOLVED as a correct record and signed by the Chairman.

6. REPORT(S)

6.1 A Report was RECEIVED from Maria Caulfield MP.

6.2 Reports were RECEIVED from Cllr Hill on the meetings attended regarding the A27 Lewes to Polegate dualling project: Cllr Hill attended two meeting meetings on behalf of the Parish Council; the first meeting was a remote stakeholder information meeting with East Sussex Highways; the A27 is one of 32 projects in the UK under consideration for major road improvements; the main aims and concerns for this route from Southampton to Eastbourne were shared - the volume of traffic that will use this road in the future; tailgating issues, road traffic accidents; planning ahead for the next 100 years and current modelling; the proposals are based on planned housing development resulting in the A27 becoming a major route; public consultations are planned for 2023; to note 'online' is the current A27; 'offline' is 2 or 3 routes north of the A27.

The second meeting was with parish councillors from neighbouring parishes: a general feeling was shared over a lack of information on the A27 project; a meeting is to be arranged with Maria Caulfield MP to emphasise the importance of parish councils being consulted and to share concerns over the lack of data; a meeting with SCATE is also planned; councillors felt parishes share many common concerns and issues and should support each other; plans were made to meet again.

Members of Firle Parish Council thanked Cllr Hill for attending the meetings and reporting back.

7. REVIEW AND ADOPTION OF ORDERS, REGULATIONS AND POLICIES:

The following orders were REVIEWED and RE-ADOPTED with no changes:

7.1 Standing Orders

7.2 Financial Regulations

7.3 Member's Code of Conduct – this was RE-ADOPTED and signed by all Members of the Council

7.4 Freedom of Information Policy

7.5 Complaints Procedure

7.6 Co-option Policy

7.7 Document Retention Scheme

7.8 Grant Awarding Policy

7.9 Risk Management Policy

7.10 Scheme of Delegation

7.11 Planning Protocol (2nd draft) -the Council AGREED with the changes proposed and the protocol will be approved at the next meeting.

8. REVIEW OF ARRANGEMENTS AND LEGAL AGREEMENT WITH FIRLE VILLAGE HALL AND PLAYING FIELDS

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The Council AGREED to undertake a full review of the legal agreement and to DEFER adoption to the next meeting.

9. GENERAL POWER OF COMPETANCE

9.1 The eligibility of Firle Parish Council with regards to meeting the criteria for the exercise of the General Power of Competence (GPC) was CONFIRMED.

10. INSURANCE COVER

10.1 The Council RESOLVED to renew the insurance cover with BHIB by 01 June 2022 and to pay the annual premium.

11. FINANCE

11.1 The Council RESOLVED to pay the following subscriptions and direct debits to other bodies: East Sussex Association of Local Councils (ESALC) and the Society of Local Council Clerks (SLCC).

11.2 The Council AGREED to remain with Lloyds Bank as the banking arrangements for the year and no further changes were agreed to nominated signatories.

11.3 The Precept and Budget for 2022/2023 were NOTED.

11.4 Elected Council Members discussed the Council Members Allowance and RESOLVED to adopt the scheme. Council Members AGREED to email the Clerk with their decision whether to receive ALL, PART, WAIVE-ALL or PART of their allowances.

11.5 The additional hours 12 hours worked by the Clerk, 01 March 2022 to 01 May 2022 were AUTHORISED by the Council.

11.6 Payments to be made in May were AUTHORISED and the Council RECEIVED the bank reconciliation; the monthly finance report was signed by Cllr Gravett, Chairman of the Parish Council.

11.7 An update on the internal and external audits was RECEIVED: the Internal Audit is scheduled for 12th May; the Council NOTED that it has been selected for an interim review by PKF Littlejohn.

12. MEETINGS

12.1 The meeting dates for May 2022 to April 2023 were RECEIVED.

13. HIGHWAYS:

13.1 An update on the request for a signage review was RECEIVED: the review has now been requested via the ESH Portal.

13.2 An update on the follow up to the request for replacement school signs was RECEIVED: the new sign is now in place.

13.3 An update on the request for a parking review was RECEIVED: The review has now been requested; the Council AGREED that parking lines outside the school are faded but no further action at this stage.

13.4 To RECEIVE an update from Cllr Denis on the question raised over opening the public toilets at the Ram Inn. DEFERRED.

13.5 Responses to the potential of sharing a speed radar camera were RECEIVED: several councils have expressed an interest but are discussing it further; a minimum number of councils sharing the system was proposed by 2 councils; the Council did not resolve to rent or purchase a speed traffic monitor at this stage; the Clerk was asked to contact CSAG to establish if they are considering purchasing speed monitoring equipment.

13.6 To RESOLVE to request Speed Traffic Surveys with ESCC – Cllr Hill: the Clerk was asked to find available dates with ESCC; the Council AGREED the dates must be during school term dates and the proposed location (s) for a survey (s) is along The Street, just before Crossways and to the School and along The Bostal.

13.7 To RECEIVE a response from Tom Beasley re the removal of the traffic island: no further response has been received and the Clerk was asked to follow up again.

14. PLANNING APPLICATIONS

14.1 To AGREE comments for any applications received:

14.1.1 **SDNP/22/01591/HOUS & 01592/LIS** (deadline for comments 20th May 2022)

Location: 56 Crossways Wick Street Firle East Sussex BN8 6LG

Proposal: Installation of solar panels on flat roof of the main house.

Comments AGREED: The Council RESOLVED to SUPPORT with no additional comments.

15. PLAYING FIELDS LEASE

15.1 An update on the Sublease with Firle Cricket Club was RECEIVED: Cllr Gravett is arranging a meeting with Firle Cricket Club to review the Lease.

15.2 To RESOLVE to adopt the Sublease for Firle Cricket Club: DEFERRED to the next Council meeting in June.

16. GRANTS

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16.1 The following application was RECEIVED:

- 16.1.1 Platinum Jubilee Application: The Council RESOLVED to make an award of up to £500 for the Platinum Jubilee celebrations planned in the Parish. The Jubilee Committee will be asked to raise an invoice to Firle Parish Council for payment; Members of the Firle Parish Council discussed the importance of the Platinum Jubilee events and their desire to mark the lighting of the Beacon with a firework display arranged by Firle Bonfire Society; the Council RESOLVED to make an award of up to £500 to Firle Bonfire Society for a firework display.

17. MATTERS ARISING:

- 17.1 To RECEIVE an update on discussions with Glynde Forge and the Hugh Barnes Memorial Award for 2021 and agree any actions: DEFERRED to the next meeting.
- 17.2 An update on the potential storage of sandbags was RECEIVED: the Council AGREED that a covered site such as a shed is required for the storage of sandbags; due to the lack of suitable storage space the Council AGREED not to pursue this matter further; the Clerk was asked to contact Ellen Yardley advising of the Council's decision.
- 17.3 An update on the repair to the damaged post protecting the village carpark litter bin was RECEIVED: Cllr Barr will repair and install a tall post to make the litter bin more visible.

18. CORRESPONDENCE RECEIVED:

The following correspondence was RECEIVED:

- 18.1 ESH Fee Increases 01/04/2022.
- 18.2 ESH Change to response of reports of Vegetation.
- 18.3 Play Area: The Parish Council AGREED Cllr Gravett would arrange a meeting with the Village Hall and Playing Fields Committee to discuss the plans and fencing requirements in person.
- 18.4 Funding for Trees: The Council AGREED that as the Parish Council owns no land it could not pursue this opportunity further.

19. QUEEN'S PLATINUM JUBILEE CELEBRATIONS:

- 19.1 Further actions required for the Queen's Platinum Jubilee Celebrations were AGREED: The Jubilee Committee would like to put up bunting around the village sign for the Jubilee celebrations; Cllrs Gravett and/or Barr will discuss the trees around the village sign with Chris Poplett (tree surgeon) and ask if they can be cut back ready for Jubilee decorations.

20. EXCLUSION OF THE PRESS AND PUBLIC:

- 20.1 The Council RESOLVED that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

21. HR MATTERS

- 21.1 Details of the employer pension contribution for 2022-2023 were RECEIVED and NOTED.

22. AGENDA ITEMS AGREED FOR THE NEXT ORDINARY MEETING OF FIRLE PARISH COUNCIL:

- To RESOLVE to request a seat for a sixth councillor
- To follow up on the water leak outside the Ram Inn (on the supply side by the Pub)

The Council also AGREED to send any further items in correct wording 7 clear days before the next meeting to the Clerk (01 June 2022).

23. THE TIME AND DATE OF THE NEXT MEETING OF FIRLE PARISH COUNCIL was RECEIVED: 14 June 2022, 7pm in Firle Village Hall.

24. THE MEETING CLOSED at 22.00