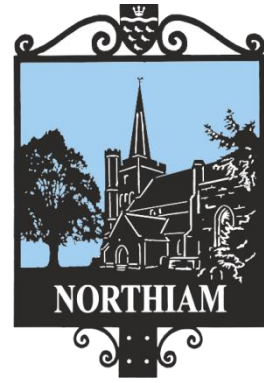


NORTHIAM PARISH COUNCIL



Minutes of the Annual Parish Council
Meeting held on Thursday 13th May 2021
at 7.00pm in the Village Hall.

1. **APOLOGIES:** None received.
2. **ATTENDEES:** Councillors Pete Sargent (PS) Chairman, Tony Biggs (TB), Penny Farmer (PF) -Vice-Chair, Jacqueline Harding (JH), Dean Johnson (DJ), Robert Maltby (RM), Sue Schlesinger (SS), Anthony Wontner-Smith (AWS), County Cllr Mr Paul Redstone (PR), District Cllrs Tony Ganly (TG) and Martin Mooney (MM), Mrs R Smolska, Clerk, (BS) Mrs V Ades, assisting Clerk from Beckley PC (VA) and fourteen members of the public.
3. **ELECTIONS: appointment and allocations** Before elections, PS thanked VA, assisting clerk from Beckley, for her help and introduced BS to members of the public as the new Northiam Parish Clerk. He also thanked all the Councillors for their work and congratulated the CIC which was declared officially legal.
 - a. **Election of a Chairman** for the ensuing year and to receive his/her declaration of acceptance of office: **JH** was proposed by DJ and seconded by PF and was **unanimously elected**. PS was thanked with a round of applause for all his hard work while Chairman.
 - b. **Election of a Vice-chairman** for the ensuing year and to receive his/her declaration of acceptance of office: **PF** was proposed by DJ and seconded by JH, with 2 votes and **TB** was proposed by AW-S and seconded by Robert Maltby, Sue Schlesinger also voted in support, with 3 votes **TB** was therefore **elected**.
 - c. **Appointment of Council representative for the Village Hall:** SS was appointed.
 - d. **Allocation of sub committees:** All were approved as follows:
 - Open spaces inspections - DJ/PF/AW-S
 - Finance - JH/AW-S/RM/PF
 - Burial at Cemetery – TB/SS/DJ
 - Development Planning – PF/TB/AW-S
 - Emergency Planning – JH/RM, to note, a meeting will be arranged to discuss this further
 - Employment of staff – JH/PF/AW-S
 - SFF – There is now a CIC liaison committee – JH/SS/RM
 - Meetings attended by councillors are: Allotments PF/RALC JH/RVA AW-S/S.Hall JH/V.Hall SS.
 - e. **Co-option of new Councillor** – there were two applications and with a majority vote of 6 Mr Jon Streatfeild was Co Opted as a new Councillor, with no objections. (Please note full procedure was not followed and elections will be re-run at the June meeting)
4. **DECLARATIONS OF INTEREST:** None.
5. **REPRESENTATIONS FROM MEMBERS OF THE PUBLIC: - Maximum of 15 mins.**

Mr Jonathan Strong, gave a brief report on SFF CIC mentioning that lawyers had now produced the first draft of the management contract which would be agreed on at the next CIC Liaison Group and then brought back to the June meeting. He noted there was a £1,500 contingency fund and a £330.00 payment for Directors Liability insurance which was required as soon as possible. AW-S said how impressed he was by the professionalism of the CIC and its achievements to date.

Sarah Giles confirmed that the Conservation society were opening the orchard to members of the public on 23rd May, it was looking lovely, and all were welcome.
6. **MINUTES OF THE MEETING OF 8th April 2021:** These were approved and signed by the Chair.

7. REPORTS BY PARISH, COUNTY & DISTRICT COUNCILLORS: (District report, as attached. Please note there is no County report for May).

RM congratulated **JH** and thanked **PS** for all he had done for the village. He mentioned that he was currently updating the village Assets register and the bench at Frewen was discussed, it was noted that there was no plaque on it and it was in disrepair. A further two benches in a similar state at Ewhurst and Horns Cross, also with no plaques on them and after voting it was **approved** unanimously that these 3 benches would be removed and that it would be done by ourselves to save costs. **Action TB**
TB attended the last meeting of the Sussex PNN and said there had been a great deal of concern from residents about recent speeding, especially by motorbikes. This was being monitored and **TB** asked for any issues to be reported to him so he can pass these onto the Police. **PF** brought up the issue of anti-social behaviour in Springhill, Coppards Rise and Godden's Gill, **TB** said Police had spoken to youths about this and one option, which was under discussion, was to install a gate there. He also clarified that police are doing extra patrols of the areas. **TB** asked the clerk to put something in the village magazine mentioning the situation. **Action Clerk**

AW-S thanked **TB** for his work and updates on this.

DJ - mentioned that the car park was looking clean and tidy, now that the bins had been removed.

PF reported that she was chasing up the passageway at Godden's Gill, the clerk had sent a letter to ascertain who owns the piece of land and we had subsequently received an email from Optivio saying it was not on their land. It was felt that this needed to be disputed and the clerk would again try to ascertain who the land belongs to. **Action Clerk**

TB confirmed that the kissing gates were now installed and looked very good.

JH had circulated the last RALC minutes to members and reported on the dissolution of SSALC (Surrey and Sussex Association of Local Councils) noting that Surrey and West Sussex have chosen to break away from SSALC to become independent organisations, however, West Sussex will continue to remain in close contact with ESALC. **JH** then reported on the black cat radar system, this had been installed in Catsfield so could be monitored and assist members to decide to purchase or share the system with other local villages using it a few times a year and therefore the cost, with other villages. All Parish councils had been invited to buy or share the system The deadline was 31st May with a purchase cost of £2.5k (which would be shared) and £50 licence fee. It was **agreed** that we would register an interest. **Action JH**

PR introduced himself as the new County Councillor following the elections. He noted that had passed on his contact details to the clerk. He confirmed he would be available to attend all future Northiam Parish Council meetings and that he had no report this month.

PF informed members that land between Beckley and Northiam owned by a funeral company, was being used incorrectly for the burial of cremated remains and not as a woodland burial site should be used. After discussion, it was agreed that **PF** would send an enforcement notification. It was also noted that Dan Bevan at RDC had been informed about the situation and was taking action. **PF** also informed members that there was a planning meeting on 20th May and she would report back and update the June meeting. **Action PF**

8. PLANNING:

a) RR/2021/429/O - Timbers, Mill Corner, Northiam TN31 6HT

Certificate of Lawfulness for a proposed greenhouse. **Members unanimously supported the application 7:0**

b) RR/2021/436/P - Haven, Station Road, Northiam TN31 6QL

Proposed single storey extension following removal of previous addition. **Members unanimously supported the application 7:0**

c) RR/2021/448/O - Half Acre, Station Road, Northiam TN31 6QL

Certificate of Lawfulness for the proposed removal of a single storey extension (including chimney/chimney breast) and replacement with new single storey extension. Alteration of position of rear access. **Members unanimously supported the application 7:0**

d) RR/2021/449/P - The Mill, Station Road, Northiam TN31 6QT

Reserved matters relating to appearance; landscaping; layout and scale pursuant to outline permission RR/2018/328/P for the demolition of rear store building and erection of 2 dwellings. **Members unanimously supported the application 7:0**

e) RR/2021/462/O - Wild Wood, Station Road, Northiam TN31 6QJ

Certificate of Lawfulness for a proposed single story flat roof rear extension. **Members unanimously supported the application 7:0**

f) RR/2021/475/P - Torphin, Station Road, Northiam TN31 6QL

Proposed extensions and alterations to dwelling, and erection of ancillary garden building for use as an annex for elderly relative. **After discussion, members had no objection with the addition plans to the main dwelling. However, were unable to approve the secondary dwelling, which has already been constructed in the front garden, as it appears to exceed the established 'building line' along Station Road. Also it was felt that any such additional dwelling must become part of the ownership of the main house and not be sold separately. Therefore members cannot fully support this application and request that the secondary dwelling be refused. This was agreed 6:1**

g) RR/2021/478/P - Timber Lodge, Ilex Close, Station Road, Northiam TN31 6DW

Erection of a replacement dwelling together with associated ancillary development. **Members unanimously supported the application 7:0**

9. ALL PLANNING DECISIONS HAVE BEEN PREVIOUSLY CIRCULATED TO COUNCILLORS:

OTHER PLANNING MATTERS: PF noted that noted that Newlands had been recommended for approval by RDC at their next meeting despite our objections and concerns, MM said that he would raise these at RDC as he also has concerns. Ivy Lodge, PF said she would do some more investigation and if appropriate complete Enforcement Forms in order that the matter can be properly investigated by RDC. It appears that planning applications were made for 2 separate dwellings, one was passed, the other refused. However, it seems that building may have begun on the second dwelling. Fernbank was deferred until June meeting.

10. VILLAGE MATTERS

- a) Pop-up pub: SG had previously circulated a report, as per the paper the pub would be organised and run by CIC individuals and there would be a trial launch on 12th June with all profit going back into the CIC – members were asked to support the project as the land was owned by NPC, members **supported** the project.
- b) Tree survey: Three quotes were obtained as is required, and after discussion, members agreed **unanimously** that the contract for this survey would go to Broad Oak. **Action Clerk**
- c) Zip wire safety surface: Three quotes were obtained as is required, and after discussion members agreed **unanimously** that DCM would carry out the work and the clerk would thank the other two companies. **Action Clerk**
- d) Addition of dog bin on village green: members agreed that a spare bin will be placed next to the litter bin on the green. PS would ask TA to install this. The bin would need numbering and RDC to be advised to include this in their collection schedule. **Action PS/Clerk**
- e) Housing needs survey: It was noted that this hadn't been done in about 5 years, Option B was agreed **unanimously 7:0**
- f) Trees trimmed at rear of 40 Godden's Gill: this was agreed unanimously. **Action Clerk**
- g) Public questions at end of meetings in future: after discussion, members agreed unanimously to add this to future agendas, noting a 2-minute time allowance. **Action Clerk**

11. CORRESPONDENCE OTHER THAN THAT ALREADY CIRCULATED:

12. FINANCE:

- a) End of year accounts: these had been circulated and were now with the Auditor. PS was thanked for all his hard work and members said they would like to show their appreciation the form of a meal for PS up to the value of £100.00, this was **agreed** unanimously.
- b) Revised bank mandates: members **agreed** that new mandates would be out in place for all 4 bank accounts and signed off at the June meeting.
- c) Grant and Contingency Fund for St Francis Fields Community Interest Company: Grants of £1,500 and £330 for insurance were approved unanimously 7:0 noting that this will need to be addressed annually . No monies would come from the Precept.

- d) Backing up files to the cloud: Back-ups would continue to be done using the disc while this was being investigated further. **Action Clerk**

13. FINANCE, OTHER MATTERS:

- a) VAT claim sent in 20.04.21
- b) Future arrangements for Petty Cash: this item was deferred to June
- c) Migration of email accounts: VA, Beckley Clerk informed members that we should migrate our email accounts to Netwise and emails should be under control of the clerk as recommended by ESALC, VA also mentioned we should have disclaimers on our emails. It was felt this item needed further investigation and discussion. Due to time, this item was deferred to June
- d) Cheques for signature: payments were **approved 7:0**

The meeting closed at 9.05pm.

Report, as written, from RDC councillors is attached.

Northern Rother District Councillors' Report, May 2021

1. **Organisation** As every year we start with our finances. The pandemic has placed even greater pressure on our resources. We already had to make over £3 million in budget cuts over the next five years. The extra costs from the pandemic this year will exceed an additional £3 million. We expect most of this to be funded by the Government but not all of it.
2. More detailed information on the Council's finances can be read in our medium-term financial plan. You can find our strategy, past and current budgets on the Council's website at <http://www.rother.gov.uk/article/1059/Budgets-and-accounts>
3. During the first lockdown in 2020 the Council set up the community hub in partnership with many parish councils and local community groups. Subsequently, we changed our approach but continued to play a co-ordinating role. There were other calls on our resources, for example our Environmental Health officers were very busy supporting and advising local food businesses about the new restrictions and our Housing Needs teams were busy making additional arrangements for homeless households.
4. We have also been helping local businesses and charities throughout the pandemic with the payment of business support grants. Something in the order of £30m has been paid out and this will continue as long as the pandemic continues to impact our local economy.
5. Some service delivery such as planning applications had been affected in the first lockdown but new working methods are bringing almost all services back to normal. All our committee meetings are held online and can be seen live on the Council's YouTube channel: <https://www.youtube.com/channel/UC1YJ8D2hTTd2fFQFuBnTyGA> or on the relevant meeting agenda pages on our website.
6. **Corporate Plan** In last year's Parish Notes we promised to consult on our Corporate Plan in the summer of 2020. Well, a global pandemic got a little in the way and our consultation started on 4 February and ends 17 March 2021. All town and parish councils received an invitation to have their say on our proposed 10 objectives and initial actions plans.
7. **Housing** You can read the progress update on our Housing and Homelessness Strategy (adopted 2019) on our website [Overview and Scrutiny Committee, 29 November 2020](#). We've been working hard to address local concerns about housing, working alongside our partners.
 - a. In 2020 we established a new housing company Alliance Homes (Rother) Ltd to deliver 1,000 new homes in the next 15 years to get the housing market moving. This will be a mix of homes

for sale, part owned and rented and for affordable rents. A three-year business plan has been approved.

- b. In an average month in 2020/21 we had 75 households in temporary accommodation. About a third are placed in Rother and the rest in Hastings, Eastbourne and Kent. This is an increase of 23% on the previous year. Our new housing strategy committed £3 million to buy our own temporary accommodation in Rother.
 - c. We continue to have 1,700 households on our housing register (all with a local connection).
 - d. Last year (2019/20) 114 new affordable homes were built. For 2020, 58 new affordable homes were completed from April to December in Bexhill and Ticehurst. This includes three homes compliant to wheelchair accessible standards at Ticehurst. We expect a further 27 affordable homes will be completed between January and March 2021. In 2021/22 we have developments for 105 more affordable homes with important sites around Battle and Icklesham.
8. **Food Hygiene** Nearly 99% of Rother food businesses are broadly compliant with food hygiene standards, scoring three out of five or higher. In addition, nearly 76% of food businesses have been awarded the top score: five out five. There are 989 food businesses in Rother from cafes, takeaways, pubs and restaurants to your local grocery shop, supermarkets and even care homes and they are inspected by our Environmental Health team.
9. **Waste and Recycling** The proportion of household waste that goes for reuse, recycling and composting remains consistent at 50%.
10. **Fly tipping** We have had 783 fly tips reported to the Council between April and December 2020. This is already more than 40% more than all of 2019/20 and the highest amount for years. We detected 36 fly tips, by finding evidence during our investigations that helped us take action to prevent further offences.
11. **Car Parks** We are undertaking a review of car parks in light of the introduction of civil parking enforcement in Rother in 2020. Due to lockdowns it has been more difficult to gather data on the impact on our car parks so work will continue in 2021.
12. **Corporate Programme Projects:**
- a. The proposals for Blackfriars (Battle) have been developed with sustainability and wellbeing at the heart of the design. Blackfriars seeks to balance environmental factors to create a place which can enhance its setting and become an attractive, welcoming place to live. The master-planned design encapsulates a positive approach to all aspects of sustainable, community-driven design. 200 new homes will be provided, including 42 affordable rented properties and 28 homes for shared ownership. The principle of creating a Community Land Trust to provide housing in perpetuity for the local community is being explored, while the balance of open market units will provide opportunities for families, first time buyers, and downsizers. The Reserved Matters Planning Application was submitted in November 2020 and will be determined at RDC's Planning Committee in the spring.
 - b. Architects have been appointed to start early-stage feasibility and design work on council-owned sites in Camber and Rye, with two sites each capable of delivering around ten units being explored.

In addition, an exercise to procure architects to work up detailed design proposals for 52 new residential units to the rear of the former High School in Bexhill site has begun. It is hoped that a design team will be appointed in March, and a Reserved Matters Planning Application will be submitted in the winter.

Northern Rother District Councillors Tony Ganly & Martin Mooney.

DRAFT