



**Meeting of the Parish Council to be held
in the Village Hall, Northiam at 7.00pm,
Thursday 9th March 2023**

Members of the Public and Press are welcome and encouraged to attend.

AGENDA

SIGNED: Georgina Jackson, Parish Clerk

Date: 3rd March 2023

Georgina Jackson

- 1) To elect a Chairman for the Parish Council and receive declaration of acceptance of Office for Chairman.**
- 2) Apologies for Absence**
- 3) Public Questions (Maximum of 15 minutes)**
- 4) Declaration of Interests and Lobbying**
To receive any declaration by members of personal interests in matters on the agenda, the nature of the interest and whether the member regards the interest as personal, pecuniary or prejudicial under the Code of Members Conduct.
- 5) Minutes of the Previous Meeting**
To approve and sign the minutes and confidential report of the Full Council meeting held on 9th February 2023.
- 6) Motions from Councillors**
 - (a) Cllr Dallimore; To enact and promote the ideas presented in the Northiam Biodiversity Action Plan for Hedgehogs.
 - (b) Cllr Russell; To consider the investigation from Rother District Council.
- 7) To agree meeting on the Lost England Project for Wednesday 12th April at 18.30.**
- 8) Events**
 - a) To consider request from The Bonfire Society to use the playing fields on 23rd and 24th June 2023 to hold a midsummer festival.
 - b) To consider request from The Village Hall Committee to use the playing fields on 25th June 2023 to hold a boot fair.
 - c) To consider request from the Bonfire Society to renew the permission to erect an advertising sign on the village green prior to the following events – 2 craft fairs (11/03/23 and 02/12/23), Midsummer Festival (24/06/23) and Garden Safari (21.05.23)

9) Finances

- i) To receive & approve the accounts for payment for February 2023.

Payee	Budget	Amount Gross	Amount Net	VAT	Method	Description
Jon OConner	Grass contract	£936.55	£780.46	£156.09	BACS	Grounds Maintenance February
Rother District Council	Rates	£302.68	n/a	n/a	BACS	Non Domestic Rate Bill 09.01.2023 - 01.04.2023
Mulberry & Co	Audit	£259.92	£216.60	£43.32	BACS	Internal audit 2021-22
Alert Pest Control	SFF Repairs & Maintenance	£72.50	£72.50	£0.00	BACS	St Francis Field pest control contract
Various	Staff Costs	£2,153.00	n/a	n/a	BACS	Locum RFO fees and staff costs
Land Lake & Woodland Clearance	Dog Bin Replacement	£54.00	£45.00	£9.00	BACS	Restating Dog Waste Bin Mill Lane
East Sussex County Council		£2,610.00	£2,610.00	£0.00	BACS	Provision of school crossing
BT	Telephone	£136.36	£109.09	£27.27	DD	Phone and Broadband
Castle Water	Utilities	£625.56	£500.45	£125.11	DD	Water Jan 23 - Jun 23

- ii) Verification of bank reconciliation – January and February 2023
The chairman and RFO will review bank statement and reconciliation statement for signature.
- iii) To receive draft financial reports within the budget structure and monitor each lines performance against budget and report significant variances to full council with recommendations for appropriate action – to date 2023. 91% YTD Variations of expenditure in excess of 15%
- iv) To approve the time-sheet of the Locum Clerk for the period 04/02/2023 – 03/03/2023
- v) To approve the travel expenses for the Locum Clerk.
- vi) To approve the time sheet of Responsible Finance Officer.
- vii) To consider a higher fidelity guarantee on the parish insurance policy as recommended by the internal auditor.
- viii) To agree the disposal of the Mary Shipstone slide.
- ix) To receive quotation of £750 for tree works at St Francis Field and agree actions.

10) Grant Funding

- (a) To consider request from the Village Hall Committee regarding a contribution to the Kings Coronation event.

11) To agree to hold the Annual Parish Meeting on Monday 20th March at 19.45.

12) Audit 2021-2022

- (a) To note Final External Auditor Report and Certificate 2021/22.
- (b) To note the late publication of conclusion.
- (c) To consider interim internal audit.

13) Governance

- a) To consider and adopt the Financial Regulations.
- b) To consider Terms of Reference for St Francis Field Committee.
- c) To agree a substitution for the St Francis Field Committee.
- d) To consider reporting to the Department for Levelling Up Housing and Communities perceived breaches to the terms of the loan agreement.

14) St Francis Field

To consider grazing application for St Francis Field.

15) Reports by County and District Councillors

- i) District Councillor Martin Mooney
- ii) District Councillor Tony Ganly
- iii) County Councillor Paul Redstone

16) VILLAGE MATTERS

- i) Correspondence
 - 27/01/2023 – Email from Member of the Public regarding Duke of Edinburgh scheme.
 - 09/02/2023 – Email from Member of the Public regarding planning applications.
- ii) Councillors' Reports

17) To consider the letter from Hadlow Down Parish Council regarding East Sussex Highways and agree actions.

18) To note the appeal to the Secretary of State in relation to the planning application at The Cedars, Station Road, Northiam - RR/2021/1084/P.

19) To consider Rother Parking Review 2022-2023.

20) Planning

New Applications/Amendments to current applications:

- i) RR/2023/191/FN
Cooks Yard Farm, New Road, Northiam TN31 6HS

Application to determine if prior approval is required for an extension to the barn on the south facing side of the building

<https://planweb01.rother.gov.uk/OcellaWeb/planningDetails?reference=RR/2023/191/FN&from=planningSearch>

- ii) RR/2023/321/P
Rosebud Cottage, Main Street, Northiam TN31 6LP

Proposed development for two houses with new vehicular access.

<https://planweb01.rother.gov.uk/OcellaWeb/planningDetails?reference=RR/2023/321/P>

- iii) RR/2023/326/P
Windmill Cottage, Beacon Lane, Northiam TN31 6PJ

The erection of 1No. New Dwelling house adjacent to the building known as Windmill Cottage, together with the associated new landscaping.

<https://planweb01.rother.gov.uk/OcellaWeb/planningDetails?reference=RR/2023/326/P>

- iv) RR/2023/2938/P
Morley Cottage - Land adjacent to, Beckley Road, Northiam TN31 6JB

Erection of an agricultural building to be used for the safe and secure storage of agricultural equipment, machinery and coppiced timber.

<https://planweb01.rother.gov.uk/OcellaWeb/planningDetails?reference=RR/2022/2938/P&from=planningSearch>

All appeals, enforcements and decision notices have been previously circulated to Councillors.

21) To agree the public's exclusion from the confidential part of the meeting.

That in view of the confidential nature of the business (employment/legal issues) about to be transacted it was resolved under the provisions of Public Bodies admissions to meetings Act 1960 s.1 that the press and public be temporarily excluded, and they are instructed to withdraw.

22) Contractual

To discuss the Pest Control Contract and agree actions.

23) Legal

To receive the legal opinion and to regularise the stables lease as per the lease dated 1st June 2022