



Minutes of the Full Council meeting held on Thursday 8th June 2023 held at Northiam Village Hall

Present: Cllr Fairbrass (Chairman), Cllr C Biggs, Cllr Harding, Cllr Russell, Cllr Sargent, Cllr Schlesinger, Cllr Wadie

Also Present: Georgina Jackson, Locum Clerk, Cllr Ganly, Cllr T Biggs and 24 Members of the Public

Date: 10th June 2023

FC23/73. To receive and accept Apologies for Absence

Apologies were received from Cllrs Fenton and Lockett. It was **RESOLVED** that the apologies be accepted.

FC23/74. Chairmans Announcements

There were none.

The meeting was closed at 19.10.

FC23/75. To adjourn the meeting to enable members of the public and Councillors to address the meeting. This is a 'for information' session only and no action can be taken upon those items raised.

A member of the public raised observations on the Hoey report.

A member of the public raised concerns about the cemetery footpath.

A member of the public raised concerns about a developer.

A member of the public asked a question regarding tenant rent at the stables.

The meeting was re-opened at 19.20

FC23/76. To receive Declarations of Interest

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.

There were none.

FC23/77. Minutes – It was **RESOLVED** that the minutes of the Full Council Meeting held on 18th May 2023 be approved and the minutes were duly signed.

FC23/78. To receive report from County Councillor
Apologies were received from Cllr Redstone

FC23/79. To receive report from District Councillors

Cllr T Biggs reported on the following:

- PCSO. Cllr Biggs arranged to meet PCSO.
- Enforcement Officers are patrolling and fining people one of which is dogs not on leads.
- Social housing.

To review the following for adoption:

FC23/80. Most recent version of Standing Orders.

It was agreed by **RESOLUTION** that the Standing Orders be adopted.

Finance

FC23/81. To receive and approve the payment report for May/June 2023

The payments of £4,324.54 for June 2023 were circulated and **AGREED**.

FC23/82. To receive the bank reconciliation March 2023

The Chairman and RFO will review bank statement and reconciliation statement for signature.

It was **RESOLVED** that the bank reconciliation for August 2022 were approved and duly signed.

Coop	£42,818.23
Hodge	£81,683.08
Unity Trust Bank	£26,266.43
Nationwide	£52,476.98
Barclays	£60,053.39
Petty Cash	£14.11

FC23/83. It was **RESOLVED** that the bank reconciliation for April 2023 were approved and duly signed.

Coop	£90,211.77
Hodge	£81,683.08
Unity Trust Bank	£26,266.43
Nationwide	£52,476.98
Barclays	£61,236.39
Petty Cash	£14.11

FC23/84. To receive time sheets from the clerk and RFO.

The timesheets were **noted**.

- FC23/85.** To approve travel expenses for the locum clerk.
It was **RESOLVED** to approve the travel expenses for the locum clerk.
- FC23/86.** To receive and consider financial position as at 31st March 2023.
The financial position was **noted**.
- FC23/87.** To note the situation in relation to Lolly and agree actions
It was **RESOLVED** to move this item into confidential session.

Annual Governance Review 2022/ 2023

- FC23/88.** To approve the Annual Governance Statement for 2022/2023, Section 1 of the AGAR for the year ending 31st March 2023. The Chair of the meeting and the Clerk to sign and update.
The council considered and approved the Annual Governance Statement for 2022/2023. The Clerk and Chair signed and dated the statement on behalf of the council.
- FC23/89.** To approve the Accounting Statements for 2022/2023, Section 2 of the AGAR for the year ending 31st March 2023 and the supporting Bank Reconciliation as at March 2023 and if necessary, the explanation of the significant variations from last year (2021-22) to this year (2022/2023). The Chair of the meeting to sign and date.
The council considered and approved the Accounting Statements and supporting documents as provided by the Responsible Financial Officer who had prior to the meeting signed and dated Section 2 of the AGAR for 2022/203. The Chairman signed and dated the Accounting Statement on behalf of the council.
- FC23/90.** To note the proposed dates for the Exercise of Public Rights as selected by the Council's Responsible Financial Officer.
The council noted the period for the Exercise of Public Rights as Monday 5th June 2023 to Friday 14th July 2023.

St Francis Field

- FC23/91.** To consider the appointment of consultants to carry out the Phase 1 geotechnical survey required for the proposed natural burial ground.
It was **RESOLVED** to appoint Ground and Water Limited to undertake the phase 1 geotechnical survey. This cost would be allocated from the S106 Cemetery monies.
- FC23/92.** To consider the creation of newt ponds in Field 14 of the estate.
It was **RESOLVED** to proceed with the creation of the newt ponds in Field 14.
- FC23/93.** St Francis Fields: to consider the granting of a short-term grazing licence for Fields 11 & 12 to the current stables' tenant.
It was **RESOLVED** to move this item into confidential session.
- FC23/94.** **To consider Governance Review undertaken by external consultants.**
It was **AGREED** that the clerk would put all the recommendations into a table to include the updated position on what had already been completed and this would be bought back to Full Council for discussion.

FC23/95. To consider a representative of the parish council for the Northiam Village Hall Trust Committee for the remainder of this tenure.

It was **RESOLVED** that Cllr Schlesinger would be appointed as the representative for the Northiam Village Hall Trust Committee.

Clubs

FC23/96. To discuss the football pavilion and agree actions.

The Clerk explained to the council that they do not have the capacity to take on any new projects at the moment. It was **RESOLVED** not to proceed with this at the current time but once the council was in a better position to reconsider.

Planning applications – to consider and agree responses

FC23/97. RR/2023/969/P - 5 Ghyllside Road, Northiam TN31 6QG - Proposed removal and replacement of existing conservatory; rear extension.

It was **RESOLVED** to support this application.

FC23/98. RR/2023/971/P - Valencia, Station Road, Northiam TN31 6QL - Variation of condition 2 imposed on planning permission RR/2022/1778/P to allow one dormer to side elevation and minor infill/extension at ground floor level to allow provision of wheelchair lift and two dormers to front elevation

It was **RESOLVED** to support this application.

FC23/99. RR/2023/1004/P - The Oast House, Tufton Place, Tufton Lane, Northiam TN31 6HL - Change of use of the oast-house from a private parish retreat to ancillary residential accommodation for Tufton Place; internal alteration works.

It was **AGREED** that the parish council has no comment on this application.

FC23/100. RR/2023/1058/P - Woodland, Dixter Lane, Northiam TN31 6PS - Proposed two-storey side and rear extension including the removal of existing garage block; alterations to first floor layout including dormer to existing bedroom.

It was **RESOLVED** to support this application.

FC23/101. RR/2023/994/P - Crockers Barn, Crockers Lane, Northiam TN31 6PY - Proposed stable block with associated facilities.

It was **RESOLVED** to support this application.

FC23/102. **To report any external meetings with representatives of Northiam Parish Council – to allow members to ask any questions and to receive the minutes.**

31/05/2023 – Chair and Councillor training. All councillors attended. **Noted.**

To report correspondence

FC23/103. 15/05/2023 – FOI request regarding various questions on St Francis Fields. **Noted.**

FC23/104. 25/05/2023 – FOI request regarding memberships of CIC. **Noted.**

FC23/105. 26/05/2023 – Email from resident regarding assets. **Noted.**

FC23/106. 01/06/2023 – Email response to FOI request. **Noted.**

FC23/107. Questions from Councillors

Cllr Schlesinger discussed the dog control consultation.

Cllr Sargent asked on the lead time for the play area works.

Cllr Biggs discussed grass cutting, cemetery and allotments

Cllr Schlesinger asked for the following item to be on the next agenda “to appoint a member of the council to be a biodiversity liaison officer”.

Cllr Sargent asked for the following item to be on the next agenda “to discuss the trim trail and agree actions”.

FC23/108. To agree the public’s exclusion from the confidential part of the meeting. It was **RESOLVED** to move into public session at 20.02.

That in view of the confidential nature of the business (employment/legal issues/contractual) 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

St Francis Field

FC23/109. To consider a small claims court claim for outstanding utility monies owed by the tenant. It was **AGREED** to start the process for reclaiming the outstanding monies.

FC23/110. **To note the situation in relation to Lolly and agree actions** It was **RESOLVED** for the Clerk to liaise with Moloneys.

FC23/111. St Francis Fields: to consider the granting of a short-term grazing licence for Fields 11 & 12 to the current stables’ tenant. It was **RESOLVED** not to proceed with this currently.

The meeting was closed at 20.30

Signed.....

Date.....