



**Meeting of the Parish Council to be held
in the Village Hall, Northiam at 7.00pm,
Thursday 13th April 2023**

MINUTES

Present: Carolyn Pierce, Bob Russell, Dean Johnson, Jon Streatfeild

Georgina Jackson, Locum Clerk, Cllr Redstone, Cllr Mooney, Cllr Ganly and 20 Members of the Public

Date: 15th April 2023

FC22/1. Apologies for Absence

Apologies were received from Cllr Wontner-Smith (Holiday) and Cllr Farmer (unwell). It was **RESOLVED** that the apologies be accepted.

FC22/2. To note the resignation of Cllr Dallimore

This was **noted** and the Chairman thanked Ben for his service to Northiam.

The meeting was closed at 19.06

FC22/3. 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 asked when the grass cutting would be undertaken. The Chairman responded that this can be chased up.

A member of the public raised a concern regarding the salary budget and expenses budget.

A member of the public asked why food has been supplied at the Annual Parish Meeting when there is a financial crisis.

A member of the public thanked the council for seeing through their term of office.

The meeting was re-opened at 19.11

FC22/4. 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.

FC22/5. Minutes – It was **RESOLVED** that the minutes of the Full Council Meetings held on 9th March 2023 be approved and the minutes were duly signed.

Minutes of Committee meetings and Working Groups - to receive the minutes and allow members to ask any questions on decisions made by the committees:

FC22/6. 28/07/2022 – St Francis Field Committee. **Noted.**

FC22/7. To receive report from County Councillor

Cllr Redstone reported on the following:-

- The Paddocks parking; this has improved recently.
- Carmen Bridge; pushing for radar activated flashing sign in the location.
- Potholes; looking to see if the position improves, there is a new contractor.
- Hustings; Cllr Redstone will be the moderator.

FC22/8. To receive report from District Councillors

Cllr Mooney asked if anyone had any questions and reported on the following:

- EV car charging points.

Cllr Mooney stated that he would not be standing for re-election and the Chairman thanked him for his service to Northiam.

Motions from Councillors

FC22/9. Cllr Russell; To agree for the parish council to place the order for the bollards outside Jempsons and then invoice then for the amount required

It was **RESOLVED** to proceed on this basis with the bollard project.

Finance

FC22/10. To receive and approve the payment report for March 2023

The payments of £6,752.71 for March 2023 were circulated and **AGREED.**

FC22/11. To receive the bank reconciliation April to June 2022

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

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

Coop	£30,676.23
Hodge	£81,683.08
Unity Trust Bank	£25,997.48
Nationwide	£51,622.24
Barclays	£41,093.00
Petty Cash	£85.36

FC22/12. It was **RESOLVED** that the bank reconciliation for May 2022 were approved and duly signed.

Coop	£30,962.25
Hodge	£81,683.08
Unity Trust Bank	£25,997.48
Nationwide	£51,622.24
Barclays	£39,738.00
Petty Cash	£85.36

FC22/13. It was **RESOLVED** that the bank reconciliation for June 2022 were approved and duly signed.

Coop	£39,022.83
Hodge	£81,683.08
Unity Trust Bank	£25,997.48
Nationwide	£51,622.24
Barclays	£38,266.50
Petty Cash	£62.31

FC22/14. To receive time sheets from the clerk and RFO for the time period 04/03/2023 to 07/04/2023.

The timesheets were **noted**.

FC22/15. To receive time sheets for finance contractor.

The timesheet was **noted**.

FC22/16. To approve travel expenses for the locum clerk.

It was **RESOLVED** to approve the travel expenses for the locum clerk.

FC22/17. To consider request from Rother District Council for a contribution of £2,342.52 towards the expenses of the consultants undertaking the governance review of Northiam Parish Council.

It was **RESOLVED** to agree the cost of £2,342.52 towards the expenses of the consultants undertaking the governance review of Northiam Parish Council. Cost savings would have to be made throughout this financial year to cover the cost.

FC22/18. To note the increase to the dog bin emptying contract.

The increase was **noted**.

FC22/19. To consider new electricity contract at the following costs:

Day Charge 38.28 per kwh

Night Charge 28.57 per kwh

It was **RESOLVED** to proceed with the electricity contract.

To ratify expenditure made in line with 4.1 of Financial Regulations

FC22/20. £161.88 payable to Jewsons – Limestone Chippings (previously agreed).

It was **RESOLVED** to ratify the cost of £161.88 made in line with 4.1 of the financial regulations

FC22/21. £19.98 payable to T Biggs – Trimmer guard (Previously agreed).

It was **RESOLVED** to ratify the cost of £19.98 made in line with 4.1 of the financial regulations

Councillor Behaviour

- FC22/22.** To consider signing up to the Local Government Association's Debate not Hate campaign.

<https://www.local.gov.uk/about/campaigns/debate-not-hate>

It was **RESOLVED** to sign up to the Local Government Association's Debate not hate campaign.

- FC22/23.** To consider signing up to the Civility and Respect Pledge.

<https://www.nalc.gov.uk/our-work/civility-and-respect-project#training>

It was **RESOLVED** to sign up to the Civility and Respect Pledge.

Governance

- FC22/24.** To consider and adopt the Public Participation Policy.
It was **RESOLVED** to adopt the Public Participation Policy.

- FC22/25.** To consider and adopt the Dignity at Work Policy.
It was **RESOLVED** to adopt the Dignity at Work Policy.

- FC22/26.** To consider and adopt Complaints Policy.
It was **RESOLVED** to adopt the Complaints Policy.

- FC22/27.** To consider and adopt the Whistleblowing Policy.
It was **RESOLVED** to adopt the Whistleblowing Policy.

- FC22/28.** To consider and adopt Protocol of Officer/ Member Relations.
It was **RESOLVED** to adopt the Protocol of Officer/ Member Relations.

- FC22/29.** To consider and adopt General and Ear Marked Reserves Policy.
It was **RESOLVED** to adopt the General and Ear Marked Reserves Policy.

- FC22/30.** To agree the date of 18th May to hold the Annual Council Meeting.
It was **RESOLVED** to hold the Annual Council Meeting on 18th May 2023.

St Francis Field

- FC22/31.** To consider grazing application for St Francis Field.
It was **RESOLVED** that fields 13 and 14 can be allocated and used for the grazing application.

The Paddocks

FC22/32. To consider the sewer diversion report and proceed to the legal documentation.
The sewer diversion report was noted and it was **RESOLVED** to proceed to agreeing the legal documentation.

Planning applications

FC22/33. RR/2023/315/P – Dial Cottage, Mill Corner, Northiam TN31 6HU – Erection of an extension and conversion of modern garage to form residential annexe.
A decision had already been made and so this application was **noted**.

FC22/34. RR/2023/394/P - Willow Brae, Station Road, Northiam TN31 6QJ - Loft conversion and internal alterations.
It was **RESOLVED** to support this application.

FC22/35. RR/2023/527/P - Floreda, Ewhurst Lane, Northiam TN31 6PA - Residential extension: Removal of existing single storey elements and two outbuildings and replacement with new single storey rear and part side extension.
It was **RESOLVED** to support this application.

FC22/36. RR/2023/562/P - Killickdown, New Road, Northiam TN31 6HS - Conversion of existing garage with first floor extension, replacement porch, external materials, internal alterations and extended dormers to front and rear.
It was **RESOLVED** to object to this application on the following grounds:

- This building has been extended in the past and this further development appears to be overbearing in nature and design and out of character with the other properties.
- It is not in line with Policy OSS4 – character and appearance of the locality.
- It is not in line with Policy DG9 – they do not detract from the character and appearance of the wider street-scene, settlement of countryside location, as appropriate, in terms of built density, form and scale.

FC22/37. RR/2023/572/P - Whitehill, Rocks Hill, Northiam TN31 6JF - Erection of a replacement garage following demolition of existing garage.
It was **RESOLVED** to support this application.

FC22/38. RR/2023/208/P - Copper Cottage, Mill Corner, Northiam TN31 6HT - Replace existing glass conservatory roof with insulated lightweight tiled roof.
It was **RESOLVED** to support this application.

To report correspondence

FC22/39. 08/03/2023 – Email from resident regarding St Francis Field. **Noted**.

FC22/40. 02/03/2023 – Email from resident regarding play area equipment. **Noted**.

FC22/41. To report any external meetings with representatives of Northiam Parish Council – to allow members to ask any questions and to receive the minutes.
There were none reported.

FC22/42. **Questions from Councillors**

Cllr Johnson reported that the fencing at the play area had been completed and the cemetery work would begin on 25th April.

FC22/43. To agree the public’s exclusion from the confidential part of the meeting. It was **RESOLVED** to move into public session at 20.00.

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

Office Lease

FC22/44. To receive report from solicitors regarding the Office Lease and agree actions. It was **RESOLVED** to delegate the authority to negotiate the terms to the Clerk.

- The council agreed the plan of the area to be leased.
- The council requested a break clause in the lease.
- The council agreed the service charge.
- The council requested clarification on standard terms for appeal.
- The council agreed and noted other items from the solicitor.

FC22/45. To receive update on outstanding rent monies

It was reported that rent monies had been withheld due to works carried out at the Stables. It was **AGREED** to accept the invoice for the materials on this occasion but with the proviso that all lease provisions must be adhered to in the future.

The meeting was closed at 20.42

Signed.....

Date.....