



DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD

on 16th November 2021 at 8.00pm
at Rodmell Village Hall

1. Present

Councillors John Gillies (JG: Chairman), Nikki Terry (NT), Sue Carroll (SC), Roger Ford (RF), Lesley Prosser (LP) and David Smart (DS). Alison Stevens (AS) and two members of the public were also present.

2. Apologies

Parish Councillor Claire Dishington (CD) sent apologies for her absence. The reason for her apologies were accepted by the Parish Council.

Apologies for absence were also received from County Councillor Sarah Osborne and District Councillor William Meyer.

Maria Caulfield MP sent a report which is available to read on the Parish Council's website at www.rod mell.net

The Chairman welcomed everyone to the meeting.

3. Updates from the County Councillor and District Councillor

County Councillor Sarah Osborne sent a written report which is also available to read on the Parish Council's website at www.rod mell.net

District Councillor Meyer sent apologies for his absence and invited anyone with any questions to email him direct with them.

4. Public Questions

There were no questions from the public.

5. Disclosures of Interests

There were no disclosures of interest on any items on this agenda nor were there any changes to the Register of Interests.

6. Minutes of the Parish Council Meeting held on 21st September 2021

The Minutes of the Parish Council Meeting held on the 21st September 2021, were read, confirmed as a true and accurate record, and signed by the Chairman.

7. Official signing in and welcome of the New Parish Councillor

The Chairman welcomed Roger Ford to the Parish Council. Mr Ford duly signed the Acceptance of Office, the Register of Interests and the Consent to Receive Electronic Agendas forms and participated in the rest of the meeting.

8. Planning

8.1: Councillors commented on the following planning application;

SDNP/21/05001/HOUS - Hill Top, Mill Lane, Rodmell BN7 3HS - New single storey weather porch – Rodmell Parish Council has no objections on any planning grounds to this application.

Councillor Ford was appointed as the Councillor responsible for Planning to work alongside Councillor Terry.

8.2: Rodmell Conservation Area Action and Management Plan (RCAAMP) – Councillors agreed there is a need to update the existing plan because it was drawn up in 2007 and they asked the Clerk to write to the SDNPA and press for Rodmell's to be prioritised.

Consultations will take place as part of that process and the Parish Council will have the opportunity to flag up issues it feels are important, such as protecting views and flint walls.

Councillor Gillies agreed to put the existing plan on the Parish Council's website.

JG

9. Maintenance Reviews

9.1: Defibrillator Report – Councillor Prosser;

- continues to monitor the defibrillator and will send a photograph of it to the Clerk so there is an official record of the battery life left.
- also agreed to register the Parish Council's defibrillator on 'The Circuit'. The Circuit provides a national overview of where defibrillators are.

LP

Councillors also asked the Clerk to purchase some signs which they will put on the bus shelters and noticeboards so that residents know where the defibrillator is.

AS

9.2: Results and proposals from the asset inspection – The Chairman and Clerk carried out an inspection of the Parish Council's assets and found;

- 1: The hedge by the southern bus shelter needs cutting back because it is now inside the shelter. The bus shelter itself needs a general clean, some graffiti removed and some panels repositioned.
- 2: Benches by the school - three need rubbing down, one possibly needs re-varnishing, and another could be securely attached.
- 3: An inventory of the Pavilion is needed. The dog bin could also be replaced.
- 4: The noticeboard by the Village Hall needs varnishing, the handles need repairing and the inside needs a new pin board, preferably magnetic.
- 5: The play equipment is generally in good condition but the surface matting is cracked in parts.

Councillors agreed it would be better to get the work carried out in the spring, or, in the case of the playground, when the sale of the school has been agreed. Councillors Terry and Prosser will organise an inventory of the Pavilion in the meantime.

NT/LP

Councillor Ford asked whose responsibility it is to clean roadside mirrors. It is usually the landowner's.

9.3: Play park maintenance – This was covered on Minute 9.2.5.

10. Clerk's and Councillor's Reports

10.1: Legal Matters - General update on the school and playground progress – The Parish Council understands the school has been sold, subject to contract. Contracts have been circulated but there has been no further information for some months.

10.2: Other updates

- Website and Email Problems: Councillor Gillies said he will look into setting up rodmell.net email addresses for Councillors Dishington and Ford. **JG**
- Tree Warden – There was nothing new to report.
- Countryside, agriculture and allotments –
 - i. There are currently no allotment vacancies but there is a waiting list with three names on it.
 - ii. There have been four barn fires in the county recently, all of which are believed to have been started deliberately.
 - iii. There will be a beacon at South Farm on the 2nd June to mark the Queen's Platinum Jubilee. The beacon will be lit at 9.15pm. The Council will discuss the siting of the beacon with Mr Wettern, and consider what kind of involvement by the Parish Council might be appropriate.
- Repairs to the Street – ESCC workmen were seen measuring out The Street, hopefully for repair.
- Sports Field, Mowing and Trimming –
 - i. The boundary hedge has now been cut, as has the hedge at The Dicklands.
 - ii. The Cricket Club has now bought the gang mower and it will be used to cut the grass at The Sports Field.
 - iii. Councillor Prosser met South East Water who carried out a safety check on the water supply at the Pavilion. Whilst there, South East Water removed the outside tap and left one with a non-return valve. They also gave advice on how to prevent Legionnaires Disease.
- Communication with Northease residents – Councillor Carroll reported that the ESCC strategy for buses in East Sussex includes increasing the 123 bus service to hourly in 2022.
- Safer C7 Report – Councillors recognised the C7 Steering Group's Memorandum of Understanding and reconfirmed their financial support. The £3000 grant will be paid when POLO has received the rest of the funds.
- Walkable verge between Northease and Rodmell (gate to footpath) – At the last meeting Councillor Carroll reported that she met the ESCC Head of Highways, Dale Poore, and he indicated that ESCC Highways could scrape back the vegetation, level the verge and trim the hedges for a year for £500. Councillors subsequently resolved to pay the £500 cost. Mr Poore was then to arrange a meeting with his Site Engineer but has yet to report back. Councillor Carroll said she will continue to press Mr Poore for an update. She also said the Parish Council may need to allow to pay for future cuts. **SC**

11. Brief Report from the Clerk and/or Councillors – Councillor Carroll said;

- Update from the latest POLO Meeting – There have been no POLO Meetings since the last Full Council Meeting.
- Consideration of projects for CARES – Councillor Carroll undertook to send some background information to Councillor Terry who will place a notice on the Rodmell Village Facebook site. **SC**
- Update on the latest meeting of the Lewes District Association of Local Councils – The draft minutes of the meeting held on the 1st November were circulated before the meeting.

Councillor Gillies said he will ask the SDNPA to send planning decision notices to the Clerk so she can forward them on to the councillors. **JG**

12. Finance Report

Councillors resolved;

12.1: To approve the accounts to the 30th September 2021.

12.2: To approve the following payments;

| | | £: |
|---------------------|------------------|--------|
| A Stevens | September Salary | 345.05 |
| A Stevens | October Salary | 345.05 |
| Business Stream | Pavilion | 15.72 |
| Barcombe Landscapes | Hedge Cutting | 240.00 |

12.3: To agree the verge cutting arrangements for 2022 – Councillors resolved to continue with the existing verge cutting arrangements for 2022 (Option 2) and agreed to let the Clerk know of any areas they feel are currently being missed so she can report them back for inclusion. **AS**

12.4: To appoint a New Payroll Administrator – Councillors resolved to appoint HM Bookkeeping and Payroll Services as its Payroll Administrator following the retirement of Mr Simon Goacher

12.5: Councillors resolved the precept for 2022-2023 will be £14800, the same as last year.

12.6: Councillors discussed what to do with the donation of £377 from the Abergavenny Arms. The money was raised at the Bonfire Night raffle and given to the public via the Parish Council.

Suggestions were;

- i. No parking signs in The Street.
- ii. A defibrillator at the Pavilion.
- iii. A bench in The Street.
- iv. A sign for Mill Lane.
- v. A leaflet drop for the Good Neighbour Scheme.
- vi. A leaflet drop advertising the Coffee Club.
- vii. A social event to thank those who volunteer.
- viii. A new sign on the corner of Church Lane and The Street.
- ix. An informative map of the village.

Councillors agreed they preferred the last option because it is more permanent, and have seen ones they like on the promenade at Seaford. Councillor Prosser said she will send photographs of one to the Clerk, who will then contact Seaford Town Council for more information about theirs, and the SDNP for their suggestions. **LP**

Councillors suggested potential locations for the map and agreed the ideal location would be outside the pub.

13. Suggestions for the Parish Assembly

Suggested speakers for the Parish Assembly were;

- i. The High Sherriff
- ii. Ovesco (A Community Interest Renewable Energy Project based in Lewes).

Councillors agreed to think about suggestions for other speakers and bring their suggestions to the next meeting.

14. Dates for future Parish Council Meetings

Councillors resolved the meetings for 2022 will be held on 18th January, 15th March, 17th May, 19th July, 20th September, 15th November and also on 17th January 2023. The Parish Assembly will be held on Friday 29th April 2022.

15. The next Full Council Meeting is planned for Tuesday 18th January 2022, items for the agenda need to be with the Clerk by Friday 7th January 2022.

There was no further business and the meeting finished at 9.50pm.