



RODMELL PARISH COUNCIL

Minutes of the Full Council Meeting held On 19th March 2024 at 7pm at Rodmell Village Hall

Present: Councillors – Claire Dishington (Chair) (CD), Sue Carroll (SC), Chrissie Toye (CT), Fred Wettern (FW), Georgina Hickey (GH), Oliver Rathbone
Lynette Kemp (LK) Parish Clerk
Four members of the public were in attendance.
Lewes District Councillor Stella Spiteri was also in attendance.

- 1. Apologies and Declarations of Interest** – Apologies were received and accepted from Cllr Nicki Myers

Public Questions

There were no questions from members of the public.

- 2. To receive updates** from County Councillor Sarah Osborne, District Councillor Stella Spiteri and Maria Caulfield MP on matters affecting this Parish.

A report from Maria Caulfield MP was circulated prior to the meeting.

Cllr Spiteri reported the following items were discussed at the LDC full Council meeting of 19th February 2024:

- The Council budget was agreed
- Council tax increase of 2.99%
- Motion to support Zane's Law was passed – to lobby for new legislation for local authorities to keep a full register of contaminated land and for the Environment Agency to keep a full and updated national register.
- Motion to support Giving Children the Best Start in Life – to ask Government to scrap the 2 child benefit cap.

Cllr Spiteri also advised members of the new waste collection calendars and waste collection days for refuse, recycling and food waste. New household waste bins will be issued, Rodmell is in phase 4, distribution will take place in July 2024. Cllr Spiteri drew members' attention to the draining works to be carried out in the Street in early April.

- 3. Minutes of the meetings held on 16th January 2024, the Extraordinary Council Meeting held on 25th January 2024 and the Extraordinary Council Meeting on 8th February 2024** - The minutes were read, confirmed as a true and accurate record, and signed by the Chairman.

- 4. Co-option** – one application had been received for co-option to Rodmell Parish Council. Following careful consideration of the application form and a brief presentation by the candidate, Oliver Rathbone was co-opted to Rodmell Parish Council. Cllr Rathbone signed the Declaration of Acceptance of Office and joined the meeting.

- 5. Councillor Lead Roles**

Following discussion Councillors agreed the following:

Rodmell Parish Council: Claire Dishington (*Chairman*), Sue Carroll (*Deputy Chair*),

Nicki Myers, Chrissie Toye, Fred Wettern, Georgina Hickey, Oliver Rathbone

Website and any email issues – John Gillies, Cllr Claire Dishington and the Clerk
Tree Warden – Cllr Nicki Myers
Countryside and Agriculture – Cllr Fred Wettern
Allotments – Cllr Claire Dishington
The Street – Cllr Claire Dishington
Sportsfield – Cllr Fred Wettern
Pavilion – Cllrs Claire Dishington and Oliver Rathbone
Playground - Cllrs Claire Dishington and George Hickey
The Dicklands – Cllr Chrissie Toye
Village Maintenance – Cllr Oliver Rathbone
Northeast – Cllr Sue Carroll
Village Hall Committee – Cllr Oliver Rathbone
Defibrillator – Cllr Chrissie Toye
Roads, paths and transport – Cllrs Sue Carroll and Nicki Myers
SDNP – Allocated meeting by meeting
ESALC/LDALC – Allocated meeting by meeting
POLO – Cllrs Sue Carroll and Nicki Myers
Planning – Cllrs Nicki Myers, Fred Wettern and Oliver Rathbone

6. Parish Priority Statement - SC gave a recap of the process and how the document will be considered within the review of the SDNPA Local Plan. The draft PPS summary and appendix was reviewed. **Following discussion it was agreed to endorse the summary and appendix.**

It was proposed that 200 copies should be printed for circulation. **Following discussion it was agreed that 100 copies would be printed, after obtaining a second quote for printing costs. The PPS will be available at the public meeting being held to review the findings, uploaded to the website, posted on social media and some hard copies would be made available in public places in the village.**

7. Playground

i) The quotations for repair or replacement of the playground equipment were received shortly before the meeting. The Clerk was asked to circulate the quotation to all Councillors. It was evident that funding opportunities will need to be investigated.

ii) **Next steps – it was agreed that a working group should be formed, initially CD and GH. Consultation with the community will take place.**

iii) **Grass cutting at the Playground** Council reviewed the quotations received. **It was agreed that company AL would be asked to carry out grass cutting at the Playground for a trial of one month.**

iv) **Flint Wall** – CD has spoken with the Church Wardens who are organising a site survey. CD to report at the next meeting.

8. Civility and Respect Pledge - it was agreed to adopt the Civility and Respect Pledge and the Dignity at Work policy. The Clerk will email training information to Councillors. It was felt that employees are protected by the Dignity at Work Policy but no such policy was available for Councillors. A draft Complaints Policy will be provided for the next meeting.

9. Parish Assembly - The draft agenda/programme was circulated prior to the meeting.

- **Councillors agreed the agenda/programme.**
- **Councillors agreed the start time of 7.30pm.**
- **Councillors agreed that there would be a Villager of the Year.** There will be a tear-off section of the agenda/programme for nominations, the agenda will be delivered to all households, a print run of 200 will be required. Nomination slips to be returned to CD, CT and SC, or emailed to the Clerk. There will also be a Facebook post.

- **It was agreed that SC will speak with members of the Village Hall Committee regarding the setting-up of the hall.**
- **It was agreed that the Annual Newsletter and Clubs and Societies flyer would be delivered to each household. A printing budget of £230 was agreed.**

10. Southdowns National Park Board Parish Councillor Election – SC gave a verbal report of the recent hustings meeting. **Following discussion it was agreed to nominate Adrian Ross.**

11. Maintenance Reviews

11.1 Defibrillator Report – CD confirmed the defibrillator is checked monthly, and updated with The Circuit 3 monthly.

11.2 General Village Maintenance – drainage in Mill Lane continues to be a problem, it was **noted** that drainage investigation works would take place in the Street on 4th April 2024.

11.3 Maintenance issues identified during the Asset Inspection – A report and quotation were circulated before the meeting for works to the bus shelter, identified during the Asset Inspection of 29th February 2024. The Clerk was asked to obtain another quotation.

12. Clerk's and Councillors' reports on any items not on the agenda – Nothing to report

13. Finance Report

13.1 The list of payments, attached to these minutes, were **approved.**

13.2 The bank reconciliations for January and February were **approved.**

13.3 The Asset Register was **reviewed** and **agreed.** It was agreed that the insurance cover would remain as the previous year.

14. Other Updates

14.1 Countryside, agriculture, allotments, playing field – CD has met with representatives of the cricket club, the date for the opening of the Pavilion for the season and general clearance will take place in April. CD asked Council to agree funding 50% of the hire of a skip for the Pavilion clearance and to generally tidy up the allotments, therefore providing more space for additional allotments. **It was agreed that RPC would fund 50% of the skip cost up to £135 +VAT** (Total cost of skip £270 +VAT)

14.2 Wildflower Patch – Seeds have been purchased and plans are progressing.

14.3 Weald to Wave project – report to be submitted at the next meeting

14.4 Village Benches – sites for benches were discussed - Mill Lane, lower end of village near to the signpost, halfway along Ouse Valley Way (before the final gate), corner of the field on the village loop. The Monday Group will install benches after written consent is received from the landowners. **Following discussion it was agreed that RPC will fund 50% of the installation costs, approx. £240** (Total cost £480) CD will investigate other sources of funding.

14.5 The Street – reports have been made to East Sussex Highways regarding the pot-holes.

14.6 Village Hall – Nothing to report, next meeting to be held on 20th March 2024.

14.7 The Dicklands including mowing – the mowing contractor has quoted the same cost per cut as last year. **It was agreed to continue with the same contractor.**

14.8 Roads, paths, transport – nothing to report.

14.9 Village Illustrative Map – SC was thanked for her report. CD stated that she had concerns about the map being sited on the corner in the small area of pub garden due the danger of cars negotiating the corner at speed. Attaching the map to the pub building would require listed building consent. SDNP had provided funding (matched to the original donations from the pub) of £350. The costings will need to be updated to include legs/supports for the map. **Following discussion there was a majority agreement to site the map in the small area of the pub garden.**

14.10 SDNP – SC has recently attended the online Parishes Meeting.

14.11 LDALC – SC represented RPC at the last meeting.

14.12 POLO – The minutes of the last meeting were circulated prior to the meeting.

14.13 The Safer C7 Project – the first consultant's report was expected on 20th March 2024. Updates will be given at the Parish Assembly.

14.14 Website and Email issues – FW is still unable to receive his rodmell.net emails. JG to advise.

14.15 Emergency Plan – the plan is ongoing. CD will post a request for volunteers on Facebook. The document will be updated by the Clerk.

The next full Council Meeting will be held on Tuesday 21st May 2024, items for the agenda to the Clerk by Friday 10th May 2024 please.

Payments authorised:

Agenda item 13.1

Date	To Whom	Description	Amount
18.01.24	85 L Kemp	Salary	£ 566.48
06.24.24	86 HMRC	Tax	£ 82.80
19.09.23	87 ESALC	Training	£ 144.00
14.02.24	88 Team 4	Payroll	£ 12.00
08.02.24	89 ESALC	Training	£ 48.00
22.02.24	90 L Kemp	Salary Feb	£ 365.20
22.02.24	91 L Kemp	Expenses	£ 31.60
22.02.24	92 Barcombe	Hedge cutting	£ 180.00
22.02.24	93 HMRC	HMRC	£ 32.60
26.02.24	94 EDF	Electricity	£ 47.00
26.02.24	95 ESALC	Training	£ 24.00
29.02.24	96 Team 4	Payroll	£ 12.00
11.03.24	97 L Kemp	(Seeds, keys stationery)	£ 175.00
19.03.24	98 L Kemp	Salary	£ 365.40
19.03.24	99 HMRC	Tax	£ 18.80
26.03.24	100 EDF	Electricity	£ 47.00
			£ 2,151.88

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