

## WARBLETON PARISH COUNCIL

Minutes of Warbleton Parish Council Meeting held on Thursday 21 November 2019 in The Dunn Village Hall, Rushlake Green at 7pm.

**Present:** Councillors – B Whitton, A Long, Mrs C Davies, M Smythe, R Iremonger, R Reading, S Williamson, C Wells

**Wealden District Councillor** – Councillor Bowdler and Councillor Mrs Stedman  
**East Sussex County Councillor** – Councillor Bentley

**Clerk** – Mrs M Smith

**Members of the Public** - Three members of the public present.

**19/092 Apologies for Absence** - Councillor D Powell.

**19/093 Declarations of interest** – None

**19/094 Minutes** -

The 17<sup>th</sup> October 2019 minutes to be amended as required and circulated with 21st November minutes following Chairman checking. It was agreed that the Chairman would proof read future minutes prior to circulation.

**19/095 Matters Arising** – Councillor Long reported that a meeting had been held with all Councillors regarding governance and accountability. The agenda circulated for this meeting had included Councillor Whitton, but neither the Clerk or the Chairman had been invited to attend this meeting.

**19/096 Public Adjournment** – Mr Glass thanked both Councillor Iremonger and Councillor Bentley in dealing with the issues around the road closure between Bodle Street Green and Windmill Hill and that it had been possible to get Southern Water to open the road between 20.00 and 08.00 each day and throughout weekends.

The road diversion was not practicable and not being followed. It was agreed that up to date notification of road closures and diversion be published on the Parish Council website. Councillor Iremonger advised that Southern Water are prepared to attend a future Parish Council Meeting to update on the situation, this was noted.

Councillor Bentley reported that communication to public can be a challenge regarding road closures. There had been months of consultation with Herstmonceux Parish Council Warbleton Parish Council had not been included. He added that ESCC are powerless to stop any digging up of roads by Southern Water.

The situation regarding road closure is hoped to be resolved by Christmas when Joes Lane would be open to traffic from Bodle Street Green.

Mrs Adams Acton raised various issues regarding a Freedom of Information request, the lack of response to the Rushlake Green Horticultural Poultry Society, concern regarding CIL meetings, and the changes to reserve figures. She added that there had been two CIL payments for £284 for a plaque and speedwatch of £35.00 with no justification in the minutes for these payments. She said that if there was no response to the FOI request then should lodge a complaint

Councillor Williamson responded the two CIL payments had been approved in April. The CIL reconciliation had been reviewed and would be covered later in the meeting.

Councillor Long responded that he understood Mrs Adams Acton's concerns and item 8 on the agenda would be a full discussion on governance.

Councillor Davies reported that the CIL meeting tonight was a working party to work out a framework to be agreed and income/expenditure and assured Mrs Adams Action and the Council that all actions would be transparent.

Mr Glass questioned how many hours the Clerk is required to work each week as it seemed there was a lot of work being required by the Council. Councillor Smythe noted that the Clerk is being asked to do more work and that conditions of service need to be reviewed.

#### **19/097 Reports**

**(a) East Sussex County Council** – Councillor Bentley reported that the Council is in Purdah until after the General Election.

**(b) Wealden District Council** – Councillor Bowlder reported that the Council is in Purdah until after the General Election.

Councillor Bowlder had spoken to Mr Bysouth regarding location of the bench which he has made for the Parish Council this will be on ESCC Highway land and Mr Bysouth will be contacting the Parish Council to deal with the application to ESCC.

Councillor Stedman reported that the WDC Local Plan had been submitted on 20 October 2019 no decision had been received by 6 November and now it is Purdah so therefore the decision will be made after the election date.

**(c) The Dunn Village Hall** – Councillor Davies reported the Christmas Fair is on 30 November 2019.

A grant application is being submitted to the Parish Council for new guttering.

**(d) Bodle Street Green Village Hall** – Councillor Velten reported that a Christmas extravaganza is to be held on 13 December 2019.

The Pantomime this year is Dick Whittington and the tickets are selling well.

**(e) Rights of Way** - Councillor Reading nothing to report.

**f) Planning and General Purpose Committee** - Councillor Iremonger nothing to report

**g) Hedgerow Committee** – None

**h) Wealden District Association of Local Councils** – Councillor Iremonger agreed to give consideration to attend these meetings as Warbleton Parish Council representative.

**(i) Emergency Planning** – None

**(j) Community Infrastructure Fund Committee** - Councillor Davies reported that the meeting this evening was a working party advisory meeting. Councillor Velten had met with ESCC regarding the Village Gates and they had advised that JAKK the contractor would need further accreditation for these works, which JAKK is obtaining.

#### **19/099 Clerks report and Correspondence**

Correspondence received had been previously circulated to all Councillors.

#### **19/100 Finance**

Councillor Williamson proposed that the De fib agreement with Heathfield and Waldron First Responders be signed at the Planning and General Purpose meeting on 26 November 2019, this will follow the 21 days' notice given. This was seconded by Councillor Whitton and carried unanimously.

Councillor Williamson advised that he was not proposing agreement to the draft Finance Statement dated 21<sup>st</sup> November 2019 which had been circulated to all Councillors as he had concerns that the CIL reserves were incorrect. A reconciliation of the CIL account had been

shared with councillors ahead of the meeting and he would be incorporating those figures into an updated Finance Statement which would be circulated to councillors after the meeting.

The following payments were proposed by Councillor Williamson and seconded by Councillor Long. They were agreed and carried unanimously.

**Approved Payments for 21 November 2019**

Clerks Salary and Expenses –	503.17	Orchard Landscape	1560.00
DVH Hall rent	450.00	BSGVH rent	450.00
Flowers RLG – Paul Huntley	20.00	WDC Parish Conference (attended by AL and IR)	60.00
Brian Bishop – clock winding Osborne House	125.00		

Councillor Williamson advised all that the next Finance Committee Meeting is to be held on 10 December 2019. Grant applications which are due to be received by 30<sup>th</sup> November will be reviewed together with any proposals for donations.

A draft budget will be considered and precept information about the tax base is expected from Wealden District Council around that date. Proposals will be submitted to the January Council.

**19/101 Items Considered Urgent by the Chairman –**

Councillor Long suggested, following advice from SALC to use Mulberrys to resolve outstanding audit issues. There will be a cost implication for this service up to a maximum of £999.00.

This was proposed by Councillor Long and seconded by Councillor Iremonger to appoint Mulberrys services. This was carried unanimously.

At the request of the Chairman Councillor Williamson had contacted a potential internal auditor, Neil Whines, who was also the Finance Committee Chairman of Mountfield Parish Council. His cv was distributed and his fee is £200 per day. No interview has taken place, just a general discussion via a telephone conversation. No Councillors have met with him. Councillor Whitton suggested a start date by end of financial year. Councillor Long proposed that no appointment of an internal auditor be made until Mulberrys have checked the Parish processes.

This was seconded by Councillor R Iremonger and carried unanimously

Councillor Long advised that following the last Planning and General Purpose Meeting a meeting was held with Cllr Long, Cllr Whitton and the Clerk to appointment someone to undertake a 'health check' of Parish Council works and processes.

SALC had recommended Linda Butcher and Councillor Long had contacted her. This will be at a cost of £50 per hour with a maximum of 10 hours proposed.

Councillor Long proposed these terms of reference for health check this was seconded by Councillor Smythe and carried unanimously.

Councillor Long advised that once this 'health check' is made a report will be completed on way forward for Parish Council.

**19/102 Date of Next Meeting**

The next meeting of the Parish Council will be held on Thursday 16<sup>th</sup> January 2020 in the Dunn Village Hall, Rushlake Green.

**The Meeting Closed at 9.35pm**

Signed ..... Chairman

Date .....