

# WARBLETON PARISH COUNCIL

## MINUTES OF THE ANNUAL MEETING OF COUNCIL HELD ON 19<sup>th</sup> July 2012 at 7pm in the Village Hall, Bodle Street Green.

**PRESENT :**            **B. Whitton, N. Richards, J. Glass , R. Tratt, Mrs. S. Ralph,  
C. Jervis Read, C Wells.**

In Attendance:- Councillors R. Simmons & R. Thomas – East Sussex County  
Council.  
Councillor N. McKeeman, Wealden District Council.  
Mrs. C. Swan – Temporary Clerk to the Council.

*3 members of the public were present.*

**12/060**            **Apologies for Absence** were received from Cllrs Mrs. Cook, Mrs.  
Jones & D. Turton.

**12/061**            **To receive Declaration of Interest** - none were made.

**12/062**            **Minutes of the meeting held on 21st June 2012** (previously  
circulated) were approved and signed by the Chairman.

### *PUBLIC ADJOURNEMENT*

*The Chairman welcomed all those present. The owner of “Little Harness Farm” addressed the meeting and described a complaint she had against a neighbour. Allegations were made in connection with planning and development at the property and also at the neighbouring property. The Chairman explained that whilst sympathising with the complainant, the Parish Council was not in a position to do anything about it. Any planning application received by the PC is examined properly and a recommendation sent to Wealden District Council, the Authority that makes the decision. WDC is also responsible for enforcement action in the event of any contravention of planning law. Nigel McKeeman clarified the situation regarding enforcement procedures and recommended that the matter be referred to the responsible officer at WDC.*

*Mrs. Holyoak referred to the signpost at Summerhill Lane which is in need of repair. Cllr Tratt explained that he has carried out a survey of all fingerpost signs throughout the parish and it is the intention of the council to try to repair as many as possible. Reference was made to the parish council’s website. Minutes etc. Have not been placed on the site for some months. The Chairman explained current staffing problems and said the matter would be looked into.*

The meeting was reconvened.

**12/063**            **Committee Reports:**

- (a) Planning & General Purposes – a committee meeting will take place shortly..
- (b) Rights of Way – Cllr Tratt referred to the information he had circulated to all members regarding co-operation with neighbouring parishes in regard to “dead-end” footpaths. A further report will be brought to council in due course. He also referred to the survey of fingerpost signs – details also circulated to members. This indicated that a considerable amount of work was needed with several posts requiring refurbishment. An initiative put forward by Rotherfield PC for parishes to cooperate in finding a contractor interested in undertaking work on behalf of East Sussex parishes was described. This is being pursued. Cllr Wells suggested that oak is not suitable for the posts and other wood should be used. Painting of oak causes deterioration from the inside out. It was agreed that investigations be made to find a suitable alternative.
- (c) Emergency planning co-ordinator – nothing to report.

**12/064 Reports from Representatives** on the following organisations:-

- (a) Dunn Village Hall: nothing to report.
- (b) Bodle Street Green Village Hall: “ “
- (c) Wealden Partnership – Cllr Tratt reported that he had attended a meeting of the Partnership.
- (d) Wealden District Association: nothing to report.
- (e) Website co-ordinator: members agreed that it is important to use the website effectively to inform residents about the Council’s work. The Chairman said he will be pursuing the matter.

**12/065 Reports as follows:**

- (a) Cllr Simmons, East Sussex County Council addressed the meeting. He gave a general update on matters being dealt with currently by the Authority. Two particular matters of relevance to parishes are: *Flooding – liaison with the Environment Agency is ongoing in an effort to improve areas affected. Superfast Broadband – ESCC is involved in a project to introduce this to all areas of the County. The project is costly and government grant has been allocated, with ESCC also contributing. The officer heading up the project is happy to attend a meeting of the parish council in order to give full details and answer questions. It was agreed to invite the officer and to publicise the meeting to residents. It is known that provision of SFB is of considerable importance to local businesses, education and the economy generally.*
- (b) *Cllr McKeeman of Wealden District Council gave an update regarding the progress of the Core Strategy – the Planning Inspector is conducting an extra session on this in September. Remarks were made concerning the long-drawn out procedures in adopting the CS and the dangers of not having this in place. With regard to the matter of housing in Punnetts Town, no planning application has yet been made.*

**12/066 Finance:-**

- (a) Cllr Richards referred members to the statement as circulated, showing expenditure to date and balances at bank as at 29<sup>th</sup> June. This was approved.
- (b) The Temporary Clerk said that the Annual Return for 2011/12 had been completed with the help of the Internal Auditor, Mrs. Weller – and is now ready for submission to Mazars the External Auditors. An explanatory statement had been prepared to accompany the Return (copies previously circulated) . It was agreed unanimously to authorise the signing of the Return by the Chairman and Temp.Clerk.
- (c) Adoption of a revised computer system for keeping the accounts – the Chairman thanked Mrs. Weller for preparing a new system and it was agreed that she would pass this on the Mrs. Smith as soon as possible.
- (d) Letter of appointment to Mrs. D. Weller as Internal Auditor: a draft was previously circulated and after discussion it was agreed that an annual fee of £200 be offered for her services.
- (e) **The following invoices were approved for payment:**
  - Simon Goacher, payroll services - £96.16
  - Inland Revenue, payments for April to June 2012 - £258.80
  - Mrs. M. Smith, salary for July - £345.24
  - Mr. K. Daw, grasscutting - £1,080.00
  - Trophy Showroom for Jubilee Medals - £48.95
  - Wealden District Council, dog bins - £74.88

**12/077 Code of Conduct:** It was noted that a new Code is to be adopted and further information would be provided in due course by Wealden DC. This matter to be referred to the next agenda. Wealden DC has requested members to complete Register of Interest forms and several members passed copies to the Temp Clerk.

**12/078 Planning Matters:** nothing to report.

**12/079 Risk Assessment:** The Chairman said the status of the council’s RA was not known and enquiries would be made.

**12/080 Items to be referred to next agenda:** (a) Matters arising from the Strengthening Local Relationships meeting with ESCC held on 10<sup>th</sup> July. Cutting of verges and grass mowing generally was discussed and it was stated that Herstmonceux PC is interested in collaborating with Warbleton PC and other neighbouring parishes in taking this work on. It is understood that ESCC might pass a sum of money over towards the work. It was agreed that the invitation from Herstmonceux to discuss the idea should be accepted and the clerk was instructed to write to them accordingly.

- (c) Also discussed at the SLR meeting – speed limits in the Three Cups area and new road lay-out – a public meeting is to be held.
- (d) The Temp. Clerk was asked to enquire through SALC about the “Pond Cottage” case that had been referred to Ian Davison some two years ago – nothing has been heard about this.

**12/081**      **Date of next Meeting:** Thursday 20<sup>th</sup> September 2012 at Bodle Street  
Green Village Hall at 7pm.

**Signed.....**  
**Chairman.**