

## **AGENDA**

**For the Icklesham Parish Council Meeting, 13<sup>th</sup> June 2011 at Icklesham Memorial Hall,  
Icklesham at 7.15pm**

- 1. Welcome to the meeting by the Chairman.**
  
- 2. The Chairman will invite members of the public to comment or ask questions on any matters they wish to raised relating to the business of the Council (15 minutes).**
  
- 3. To receive reports and to ask questions of Cllrs K Glazier, N Ramus and P Osborne concerning County Council and Rother District Council matters.**
  
- 4. Formal opening of the meeting.**
  
- 5. To receive and record any apologies for absence** – members are asked to also complete and sign the circulated sheet.
  
- 6. Disclosure of Interests** – To receive any disclosure by members of personal interests in matters on the agenda, the nature of any interest and whether the member regards the interest as prejudicial under the terms of the Code of Conduct. Members are reminded to repeat their declaration immediately prior to commencement of the item in question.
  
- 7. To consider and approve the signing by the Chairman of the attached minutes of the Annual General Meeting of 16<sup>th</sup> May 2011.**
  
- 8. Matters arising.**
  
- 9. Programme of works for May 2011.** Council are asked to note progress on the enclosed list and raise any questions on the items listed.

### **Matters requiring a decision by the Council**

#### **10. Financial Matters.**

- a. Receipts and payments report for May 2011. Enclosed.
- b. To approve items for payment for June 2011. A list of payments will be tabled at the meeting.

- c. The Clerk seeks approval to proceed with the remainder of the tree works recommended in the 2010 tree survey at a cost of £825.00 (see attached email). To be funded from sums allocated for 2235 Tree Works in the 2011/12 budget.
- d. Icklesham Bus Shelter. The Council is asked to accept a quotation for the refurbishment of the bus shelter adjacent to the recreation ground at Icklesham at a cost of £482.70. See attached report. To be funded from 2202 Bus Shelter Repair and Cleaning.
- e. The Clerk seeks approval to proceed with the installation of the Rye Harbour Gateway now that a satisfactory road safety audit has been carried out by ESCC Transport and Environment Dept. The cost of manufacture and installation by ESCC's provider is £1475 + VAT (see enclosed email). To be funded from the sum allocated for 2252 Speed Calming Gateways in the 2011/12 budget.
- f. The Clerk seeks approval to proceed with the Welcome to Rye Harbour Village sign. Estimates enclosed. To be funded from sums allocated for 2233 Signs in the 2011/12 budget. Subject to approval of the design by ESCC Highways, the sign to be attached to the Rye Harbour Gateway. A mock-up of the design chosen for the sign by RH residents attached to the Gateway is also enclosed.

#### **11. Grant Application.**

Rye & District Community Transport seeks a grant of £1,500. Application enclosed.

#### **12. Cricket Field Allotment Site.** Council are asked consider options and decide on future management of the section of ground along the western boundary of the site. See enclosed.

#### **13. Cllr. Comotto proposes the following:**

- a) That the Clerk writes to ESCC requesting permission to install 2 paving slabs in front of the interpretation board at School Hill, Winchelsea. Estimated cost to carry out the work would be £95. To be funded from 2246 Small Works Maintenance.
- b) That the Clerk writes to ESCC requesting that the parish maintenance team carry out the following works: (1) paint the fence along the raised pavement leading to the Lookout; (2) paint the mirror holder by the Strand Gate; (3) weed and clear the corner under the raised pavement by the Lookout; (4) weed and clear inside the Ferry Gate; (5) clear weeds from the gutter of the road down Strand Hill.
- c) That the hedge at the front of Pear Tree Marsh allotment site is lowered and trimmed and that branches of an ash tree overhanging one allotment are removed.
- d) That where vegetation at the back of plots 2-5 Pear Tree Marsh is overgrown, making it difficult to pass, it is strimmed down to create a metre wide pathway.
- e) That vandalised and damaged branches of the new oak tree in the Jubilee playground are pruned and the tree rebalanced.

Estimated cost from tree surgeon to carry out (c), (d) & (e) together is £350 and includes carrying

out the recommendation to crown lift an acer next to the Jubilee oak tree to give the latter more light and help it grow straighter. Exclusive rights to the allotment would be required when working on the ash tree. To be funded from 2235 Tree Works. All tree works would be subject to permission from RDC.

- 14 Quality Council.** The council is asked to resolve if it wishes to obtain Quality Council status taking into account the benefits to local residents at an estimated cost of £3,800.00 this year. See attached report.
  
- 15 Office Equipment and Telephone.** The Council is asked to resolve to acquire additional and new office equipment including IT equipment and telephone for the Clerk and Deputy Clerk at a maximum cost of £2,350.00 this year but with an on-going additional annual cost of £300.00 for telephones. See attached report.
  
- 16 Representation on outside bodies.** The Council is asked to note the position of councillors serving or attending meetings of outside bodies and to resolve to amend its representation as a corporate shareholder with Winchelsea Little Shops Association. Report attached.
  
- 17 Housing Needs Survey.** The Council is asked to note progress towards achieving a housing needs survey and potentially additional affordable housing for local residents and resolve to ask officers from Rother District Council and Action in Rural Sussex to attend a meeting to progress this matter. Report attached.
  
- 18 Sports Pavilion Icklesham.** The Council are asked to note the outcome of the meeting and instruct the Clerk on any objectives it has for the Icklesham Sports Pavilion. Report attached.
  
- 19 Container for Equipment, Icklesham Recreation Ground.** The Chairman will report on his meeting with the Cricket club and the Council are asked to grant permission to place a container in a discrete location to store equipment and free space in the Sports Pavilion.
  
- 20 Wall Adjacent to the Strand Gate, Winchelsea.** Council are asked to note progress and consider further action if repairs are not completed. Report attached.
  
- 21 Inspection of children's play areas.** Following the Annual General Meeting I invited the contractor submitting the lowest quotation of £350.00 for the inspection of play areas to carry out that work. Council are asked to approve my action.

**22 Economic Regeneration Strategy from Rother District Council.** Council are asked to consider the Strategy prepared by RDC (enclosed) and review this alongside the Parish Plan. Does the Strategy take the Parish Plan into account and assist in delivering the objectives of the Parish council, for example economic regeneration at Rye Harbour? The Council is asked to make its observations and instruct the Clerk to respond to Rother District Council seeking to align its new Strategy with the objectives of the Parish Plan.

#### **Matters for Information of the Council or for Noting**

##### **23 Correspondence.**

- a. Winchelsea Little Shops Association. Two letters from the Association together with Clerk's replies are attached for information.
- b. Acoustics at meetings. An email is attached from a resident concerned that members of the public are unable to hear proceedings at Council meetings.

##### **24 Reports of Councillors on Outside Bodies and Attending Events.**

##### **25 Matters to be referred to the next agenda.**

- a. Housing Needs Survey and affordable Housing
- b. Winchelsea Street Lighting

##### **26 Matters for future agendas.**

- a. Review of Parish Action Plan and Managing this Process
- b. Risk Assessments and Reserves
- c. Review of Policies and Communications

**27 Date and Venue for the next meeting.** The date of the next full Council meeting is confirmed as Monday 11<sup>th</sup> July 2011 at 7.15pm at Winchelsea Beach Community Hall.