

AGENDA

For the Icklesham Parish Council Meeting, 14th November 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 Council Meeting of 10th October 2011.**
- 8. Matters arising.**

Matters Requiring a Decision by the Council

- 9. Programme of works for October 2011.** Council are asked to note and review progress on the enclosed list and raise any questions on the items listed.
- 10. Financial Matters.**
 - a. Receipts and payments report for October 2011. Enclosed.
 - b. To approve items for payment for November 2011. A list of payments will be tabled at the meeting.
 - c. To consider revised quotations to carry out maintenance to the Council's childrens' play areas. Report attached.
 - d. To consider replacing a broken bench at Harbour Field, Winchelsea Beach with a free bench donated by Whitehouse Enterprises at a cost of £35.00.
 - e. To consider deferring maintenance of verti drainage at Icklesham Recreation Ground until the next financial year. The budget is (reference 2210) £4000.00. It is not clear at this stage how best to proceed although this is a task more suited to the spring months.

f. The contractor who refurbished the bus shelter at Icklesham has quoted £280.00 to install suitable drainage. Does the Council wish to proceed with this and if so should more quotations be invited?

g. A quotation for the refurbishment of the bench at the Lookout, Winchelsea from a specialist contractor will be circulated either before or at the meeting. Also attached correspondence from Mr Pratt the Clerk to the Winchelsea Corporation.

11. Review of Parish Action Plan – This matter was deferred at Council on 10th October and is resubmitted for consideration. The Council is asked to review progress and challenge or question progress as appropriate – attached is a review of progress so far. The Council may also consider how it could work within the Rye Partnership particularly to achieve its objectives for regeneration at Rye Harbour.

12. Parish Action Plan – This matter was deferred at Council on 10th October and is resubmitted for consideration. The Council is asked to decide upon a refresh of the Parish Action Plan utilising questionnaires and other means to involve as many residents as possible and whether to work with Rother Voluntary Action to achieve this – report attached.

13. Directory of Clubs, Groups and Societies. The Council has agreed to publish a directory – Action 5 in the Parish Action Plan. The Council is asked to consider how this might be achieved and sustained as an accurate and up to date record for the use of residents.

14. Review of Standing Orders and Financial Regulations. This matter was deferred at Council on 10th October and is resubmitted for consideration. Revised versions have been sent electronically to all councillors and provision made to provide hard copies if required. The Council should review its financial regulations each year and from time to time its standing orders. Proposals include amended financial limits to expend monies and to delegate more authority to the Clerk and RFO and Deputy Clerk to carry out maintenance contained in the agreed budget each year. Interests are also set out in more detail. The version of Standing Orders complies with the latest edition published by the National Association of Local Councils. Council are asked to agree the revisions or make other amendments.

15. Queens Diamond Jubilee, 2nd to 5th June 2012. The Council is asked to consider what arrangements it wishes to make and how it wishes to plan these to mark Her Majesty's Diamond Jubilee. Attached is a letter from Janet Thompson Secretary to The Parochial Church Council, email from Nick Brown who is organising the triathlon and Marion Sheppard of Horam Parish Council. I have also had contact from two companies offering to help with arrangements on a commercial basis.

16. Broadband Conference 1st December 2011. Does the Council wish to send up to two representatives? Information attached.

- 17. Consumer Support Network.** Attached is correspondence and information relating to this matter. Does the Council wish to become a member and if so Council is asked to agree its representative?
- 18. Winchelsea Street Lighting (Footlights).** Council is asked to consider whether to restrict the timing of lighting in Winchelsea, if so the time that lights should be extinguished and whether any provision should be made in the budget next year to restrict lighting shining into individual homes. See attached report.
- 19. Letter from Udimore Parish Council to Chief Constable.** Attached is a letter sent by the Clerk to Udimore Parish Council asking for action to restrain irresponsible behaviour from motorcyclists. Rother Association of Local Councils has been asked to support this. Does the Council wish to support Udimore Parish council and if so in what form? Attached is a suggested draft letter to the Chief Constable which also seeks to redress some of the inaccuracies in the letter drafted by Udimore Parish Council.
- 20. Parish Post Boxes.** Councillor Stanford has asked the Council to consider installing post boxes adjacent to each notice board to enable residents to easily correspond with the Parish council and return survey forms in the future. Council are asked if they wish the Clerk and RFO to obtain quotations to supply and install these.
- 21. Employment Creation for Young People living in the Parish.** It has been suggested the Council should work with the Rye Partnership to develop schemes to stimulate employment and training opportunities for young people of the Parish. For example funding of additional costs for local employers to create apprenticeships and trainee placements leading to a career for the future. Council are asked to debate this matter and decide upon its representatives to meet with the Rye Partnership at an early evening meeting in the near future.
- 22. License for notice board, Rye Harbour.** The Council is asked to give authority to the Clerk and RFO to enter into a license on behalf of the Parish Council with Rother District Council to place the community notice board in the car park to promote Active Ambling. There is an annual fee of £25.00 for the license.
- 23. Allotment Agreements.** The Council decided at the meeting on 10th October 2011 to reconsider inserting into allotment agreements a requirement that any artefacts found on allotments belong to the freeholders of the land and giving permission to Winchelsea Archaeological Society to investigate vacant allotments before they are let where appropriate. I have written to the National Trust allotments as they are the freeholders of a number of sites.
- 24. Limiting Activities on Recreation Grounds.** James Armstrong, the PCO, has reported the use of archery equipment on the Icklesham Recreation Ground as this may endanger other users. He has dealt with the offender but asks if the Council would wish to erect suitable notices requiring permission before fields are used for sporting or other activities. Does the Council wish prices to be obtained for suitable notices?

- 25. Wall by the Strand Gate, Winchelsea.** It has not been possible for the ownership of the wall to be established. If East Sussex County Council are unable to manage the repair would Council wish to do this on a without prejudice basis and provided no cost other than staff time falls on the Council? East Sussex County Council is in touch with the relevant insurance company but no further information is available at this moment.
- 26. Training for Village Hall Committees.** Action in Rural Sussex offer training for village hall committees to help with the quality of management. The Council is asked if it wishes to promote this amongst village hall committees and if it wishes to fund or part fund the cost. Email attached.
- 27. Aging Well in East Sussex.** The Council is asked to send a representative to a seminar on 22nd November 2011 in Battle. The meeting is scheduled to last from 9.45am to 4pm. Does the Council wish to send a representative – correspondence attached?
- 28. East Sussex, South Downs and Brighton and Hove Waste and Minerals Plan.** The County council is conducting consultation on this plan from 27th October to 8th December 2011. Attached is the correspondence including the link to the detailed documentation. Council are asked to consider any comments it may wish to submit.

Matters for Information of the Council or for Noting

- 29. Calendar of meetings of the Council and Planning Committee 2012.** Attached is the calendar of meetings which will be published on the website and this includes the Annual Parish Assembly.
- 30. Correspondence.**
- a. Letter of thanks from Winchelsea Beach Community Association
 - b. Letter of thanks from Winchelsea New Hall Management Committee
 - c. Email from Highways Agency concerning speeding on the A259
- 31. Reports of Councillors and Officers on Outside Bodies and Attending Events.**
Reports back from councillors and officers who have been appointed to outside bodies or who have attended events of interest to the Council.
- 32. Matters for future agendas.**
- a. Budget and Three Year Financial Plan – 30th November 2011
 - b. Housing Needs Survey and Affordable Housing – awaiting report back from District Councillors
 - c. Progress to review facilities at Icklesham Recreation Ground

- d. Review of policies
- e. Report on progress towards Quality Council
- f. Grounds maintenance – authority to seek quotations for a three year contract
- g. Annual Parish Assembly – attendance by Clerk and Deputy Clerk
- h. List of contractors – proposal to advertise for local contractors to undertake work on behalf of the Parish Council

33. Date and Venue for the next meeting. The date of the next full Council meeting is confirmed as Monday 12th December 2011 at Winchelsea Beach Community Hall, Winchelsea Beach.