

MINUTES

Herstmonceux Parish Full Council Meeting Monday 21st February 2022, 7.00pm Herstmonceux Village Hall

Councillors in attendance:

Herstmonceux Parish - Jenny Alder- **Ch**; Jo Angear; Ketill Game; David Harding; Heather Kenward; Graham Lee; Ian Stewart, Peter Watson.

Wealden District – Cllr Ray Cade

East Sussex County Council –

Clerk/RFO/Admin Assistant in attendance – Clare Harrison / Maxine Hoad

Members of the Public – 1, ES Highways Electrical Supervisor

Number	Item	Action
1. FCL_2022.02.01	APOLOGIES FOR ABSENCE AND ACCEPTANCE OF APOLOGIES The Chair opened the meeting at 7.03pm, welcomed everyone and reminded all that this meeting was being recorded. Apologies had been received from Cllrs: Cllr Bryan Naish who was unwell Cllrs Emma Goodsell and Nick Porter were not present at the meeting. WDC – Cllr Pam Doodes ES Cllr – Cllr Bob Bowdler Apologies were accepted.	Apologies recorded
2. FCL_2022.02.02	TO RESOLVE TO APPROVE THE MINUTES OF THE FULL COUNCIL MEETING i Minutes for Approval and Adoption , meeting dates 12 th January and 17 th January 2022 It was RESOLVED to accept that the Minutes of the Full Council Meeting on the 12 th January 2022 be Approved . Proposed by Cllr Game seconded Cllr Watson. All in favour . Minutes were adopted and signed as a correct record. It was RESOLVED to accept that the Minutes of the Full Council Meeting on the 17 th January 2022 be Approved . Proposed by Cllr Game seconded Cllr Watson. All in favour . Minutes were adopted and signed as a correct record. ii Any outstanding actions There were none.	Minutes to file and website
3. FCL_2022.02.03	DECLARATIONS OF MEMBERS' INTERESTS Declarations of Member's Interests were as declared at beginning of this administration term. Declarations that were specific to this agenda: There were none	Declarations recorded

4. **MEMBERS DISPENSATION REQUESTS**
FCL_2022.02.04

There were none.

5. **PUBLIC QUESTIONS OR COMMENTS RELATING TO ITEMS ON THIS AGENDA**
FCL_2022.02.05

The ES Highways representative declined to speak at this time as he has an allocated agenda slot (8). No other members of the public were present.

6. **COUNTY AND DISTRICT COUNCILLORS REPORT**
FCL_2022.02.06

Cllr Bob Bowdler had submitted a report which can be found at **Appendix 1** in these minutes.

Cllrs Ray Cade and Pam Doodes had submitted a report which can be found at **Appendix 2** in these minutes.

Cllr Cade informed FCL that WDC office workers were gradually returning to work at the offices rather than just from home. New Enforcement Officer recruitment still ongoing.

HPC Councillors stressed the now urgent need for the Woodland View S106 Footway Improvement funds to be transferred. The planning application was approved in June 2015 so Wealden now need to prioritise processing this requested S106 payment. The Parish Council also enquired about the schools improvement S106 funds for the same planning application and the use of those funds. Cllr Stewart and Cllr Alder (who sits on the School Governing Body), stated that improvements are needed to the playground, perimeter fencing and rear access and therefore wished to know if the funds been absorbed elsewhere by ESCC or are they available to the school? Cllr Cade said he would investigate.

Questions were asked about the information being circulated about the new ES Highways tender for the next 7 year contract. Cllr Cade confirmed to a question from Cllr Alder, that should HPC wish to make a representation about content of the tender, then communication should be addressed to Claire Dowling.

7. **LEDS STREETLIGHTING – LIGHTING STANDARDS COMPLIANCE**
FCL_2022.02.07

- Verbal presentation from ES Highways Electrical Supervisor regarding new ES Highways process- guidance and potential impacts

Street Lighting Design matter to AME Agenda

Standing Orders closed at 19.24 to allow Eric Ware to speak

Eric advised that the East Sussex (ES) mitigation process for streetlighting change over to LED is still evolving. Lighting Design assessment is now an ES requirement prior to the works being carried out to ensure proper practices to be risk adverse for the spacing between columns to achieve a uniformity of light fall. It was mentioned that some Town and Parish Councils are finding themselves unable to budget for the additional lighting street furniture advised as a result of the Lighting Design assessment and therefore these councils are now unable to make the change to LED. Some parishes are exploring making the change without the Lighting Design but this is complex as ES will not be able to advise what lamp / column / bracket parts are needed so as not to be

considered 'advising on design' and therefore open themselves (ES) responsible for flagging and identifying all risks against future liability challenges. The ES Highways Electrical Supervisor did however finish on the positive note that Match-Funding for streetlighting can be sought through East Sussex although further investigations by the Parish Council would be necessary.

Lighting Design – The cost of a Lighting Design from the ES Design Team is £950. ES will confirm Lighting Design timescales to the Clerk but lantern delivery currently sits at 6 – 10 weeks or even longer with some manufacturers not even giving timescales.

The Parish Council also raised their frustration with ongoing maintenance issues for some columns in the Parish. A discussion followed in which it was acknowledged that streetlighting maintenance works do not have to be through ES, Councils can seek alternative contractors, subject to proper notice being given to ES Highways.

Standing Orders re-opened at 19.46

8.
FCL_2022.02.08

FINANCIAL OFFICERS REPORT AND PAYMENT OF ACCOUNTS

Approval and Ratification of the following:

Month end reports – January 2022

- i. Bank Reconciliations
- ii. Barclaycard Reconciliation
- iii. Bank Summary
- iv. Reserves Balance and Transfers report
- v. Cost Centre report (Net)

RFO and
Cllrs-
Payments to
be
processed.

Agenda Items 7i-v

- plus the Statement of Accounts

had all been circulated to all prior to the meeting and recommended for approval by the Finance and General Purposes Committee, as per the meeting minutes 8th February 2022. **PROPOSED** for approval by Cllr Kenward. Seconded from Cllr Harding. **All in Favour.**

- vi. Payments and Receipts February 2022

The Payments of Accounts (as shown below) had been circulated to all prior to the meeting.

The Clerk presented this month's payments totalling £11,166.13 and receipts totalling £5,361.50.

- vii. Any further payments that cannot be held over to the next meeting
 - a. Radium Skatepark Repairs – Works as detailed in Works Order at a **cost of £1105.00**
2022-2025_HPC/Grounds/SkateParkRepairs (20th January 2022)
 - b. East Sussex Highways – Grit Bin refill at a **cost of £90.00**
(+£18.00 VAT)

It was **PROPOSED** by Cllr Kenward and seconded by Cllr Harding that the presented payments and receipts, including the additional payments as detailed above, be accepted, and that approval is issued for any payments. **All in favour. RATIFIED.**

The Full Council noted that the Application for a Feasibility Appraisal online form had been drafted and was now to be submitted.

Clerk to submit

15 February 2022 (2021-2022)

Herstmonceux Parish Council
PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
378	HWY Enhancing the Service	12/01/2022		Unity Trust Current 2f		Bank Payment	Christmas Festivities	Jenny Hook	Z	25.00	25.00
379	Old Surgery Tenant Rent	21/01/2022	FGP.2022.01.06f	Unity Trust Current 2f		Bank Payment	Rent Return	APC Care	Z	2,500.00	2,500.00
380	EP Resources	23/02/2022		Unity Trust Current 2f		Bank Payment	LCAV Newsletter Printing	Cup Creative	Z	281.30	281.30
381	Phones and Internet Charges	25/01/2022		Unity Trust Current 2f		Direct Debit	Clerk Mobile Phone	O2	Z	18.25	18.25
382	GRD Litter Bin Provision / Re	26/01/2022		Unity Trust Current 2f		Bank Payment	Waste disposal	Recycling Partnership Ltd	S	53.88	10.78
383	Barclay Card Payments	28/01/2022		Unity Trust Current 2f		Bank Payment	Barclay Card Payment	Barclay card	Z	356.97	356.97
384	Office Copier/Printer - Rental	28/01/2022		Unity Trust Current 2f		Bank Payment	Photocopier provision	Principal	S	66.00	13.20
385	GRD Dog Bin Emptying	28/01/2022		Unity Trust Current 2f		Direct Debit	Dog Bin Emptying	Wealden District Council	S	455.00	91.00
386	Phones and Internet Charges	03/02/2022		Unity Trust Current 2f		Bank Payment	Clerk Mobile Phone	O2	Z	10.00	10.00
387	TOS General Maintenance	23/02/2022		Unity Trust Current 2f		Bank Payment	Fencing Works	Amazon	Z	16.48	16.48
388	WC Cleaning Contractor	23/02/2022		Unity Trust Current 2f		Bank Payment	Public Toilet Cleaning	Susan Taylor	Z	50.00	50.00
389	WC Cleaning Contractor	23/02/2022		Unity Trust Current 2f		Bank Payment	Public Toilet Cleaning	Fresh Cleaning Maintenance	S	110.00	22.00
390	WC Cleaning Contractor	23/02/2022		Unity Trust Current 2f		Bank Payment	Public Toilet Supplies	Fresh Cleaning Maintenance	S	50.00	10.00
391	Hall Hire	23/02/2022		Unity Trust Current 2f		Bank Payment	Hall Hire	Herstmonceux Village Hall	Z	58.00	58.00
392	Clerk/RFO Salary	23/02/2022		Unity Trust Current 2f		Bank Payment	Clerk Salary	Clare Harrison	Z	1,421.42	1,421.42
393	Administration Assistant Sala	23/02/2022		Unity Trust Current 2f		Bank Payment	Administration Assistant Salary	Maxine Hoad	Z	425.98	425.98
394	Parish Council Handyman Sa	23/02/2022		Unity Trust Current 2f		Bank Payment	Handyman Salary	Jamie Noakes	Z	565.33	565.33
395	Clerk Tax	07/03/2022		Unity Trust Current 2f		Bank Payment	Clerk Tax	HMRC	Z	351.40	351.40
396	Clerk National Insurance	07/03/2022		Unity Trust Current 2f		Bank Payment	Clerk NI	HMRC	Z	151.31	151.31
397	Clerk National Insurance	07/03/2022		Unity Trust Current 2f		Bank Payment	Clerk NI Employer Contribution	HMRC	Z	182.28	182.28
398	Pension Contribution - Clerk	23/02/2022		Unity Trust Current 2f		Bank Payment	Clerk Employee Pension Contri	East Sussex Pension Scheme	Z	133.77	133.77
399	Pension Contribution - Emplc	23/02/2022		Unity Trust Current 2f		Bank Payment	Clerk Employer Pension Contri	East Sussex Pension Scheme	Z	374.54	374.54
400	Pension Contribution 2nd Ra	23/02/2022		Unity Trust Current 2f		Bank Payment	Clerk Employer Pension Contri	East Sussex Pension Scheme	Z	69.97	69.97
401	Admin Assistant NEST Empl	14/02/2022		Unity Trust Current 2f		Direct Debit	Admin Asst Employee Pension	NEST	Z	17.75	17.75
402	Courses and Conferences	23/02/2022		Unity Trust Current 2f		Bank Payment	Training	ESALC Ltd	S	120.00	24.00
403	ICT Subscriptions Inc 365 hc	23/02/2022		Unity Trust Current 2f		Bank Payment	Microsoft Office	Universe Southeast LTD	S	80.60	16.12
404	TOS General Maintenance	23/02/2022		Unity Trust Current 2f		Bank Payment	Commercial EPC	EasyEPC	S	155.00	31.00
405	HWY Urban Grass Cutting	23/02/2022		Unity Trust Current 2f		Bank Payment	Hedge maintenance	Mick Goodsell	S	40.00	8.00
406	HWY Bank opposite the Villa	23/02/2022		Unity Trust Current 2f		Bank Payment	Hedge maintenance	Mick Goodsell	S	490.00	98.00
407	GRD Hedge Cutting - Access	23/02/2022		Unity Trust Current 2f		Bank Payment	Hedge maintenance	Mick Goodsell	S	215.00	43.00
408	STL Energy Charges	10/02/2022		Unity Trust Current 2f		Direct Debit	Street Lighting Electricity Supp	Kent County Council - Laser	S	614.59	122.92
409	STL Energy Charges	10/02/2022		Unity Trust Current 2f		Direct Debit	Street Lighting Electricity Supp	Kent County Council - Laser	L	3.39	0.17
410	WC Water Charges	09/02/2022		Unity Trust Current 2f		Bank Payment	Water Supply	Business Stream	Z	9.00	9.00
411	HWY Hedge Cutting Football	23/02/2022		Unity Trust Current 2f		Bank Payment	Hedge maintenance	Mick Goodsell	S	300.00	60.00
412	WC General Maintenance	23/02/2022		Unity Trust Current 2f		Bank Payment	Public Toilet Supplies	Wickes	S	18.04	3.61
413	ICT Other	05/01/2022		Barclaycard		Barclaycard	SIM - CCTV	LebaraMobile	Z	4.50	4.50

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15 February 2022 (2021-2022)

Herstmonceux Parish Council
PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
414	Other Miscellaneous -Conting	06/01/2022		Barclaycard		Barclaycard	Padlocks	ESK	S	12.48	2.50
415	TOS General Maintenance	23/01/2022		Barclaycard		Barclaycard	Fencing Works	Wickes	S	6.58	1.32
416	Other Miscellaneous -Conting	28/02/2022		Barclaycard		Barclaycard	Signage	SignBuilder	S	37.25	7.45
417	S137 Grant Giving	23/02/2022		Unity Trust Current 2f		Bank Payment	Section 137 Grant Award	Wealden Citizens Advice Bur	Z	250.00	250.00
418	S137 Grant Giving	23/02/2022		Unity Trust Current 2f		Bank Payment	Section 137 Grant Award	HATS	Z	500.00	500.00
Total									10,601.06	565.07	11,166.13

15 February 2022 (2021-2022)

Herstmonceux Parish Council
RECEIPTS LIST

Voucher	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
103	Allotment Annual Tenancy Fc	13/01/2022		Unity Trust Current 2f	Cheque900142	Allotment Fee	12A_Knight	Z	35.00		35.00
104	Allotment Annual Tenancy Fc	13/01/2022		Unity Trust Current 2f	Cheque900142	Allotments Association Subs	12A_Knight	Z	6.00		6.00
105	Allotment Annual Tenancy Fc	27/01/2022		Cash	Cash	Allotment Fee	09A_Tiohurst	Z	35.00		35.00
106	Allotment Annual Tenancy Fc	27/01/2022		Cash	Cash	Allotments Association Subs	09A_Tiohurst	Z	6.00		6.00
107	Allotment Annual Tenancy Fc	11/01/2022		Unity Trust Current 2f	Bank Payment	Allotment Fee	03B_Barker	Z	35.00		35.00
108	Allotment Annual Tenancy Fc	11/01/2022		Unity Trust Current 2f	Bank Payment	Allotments Association Subs	03B_Barker	Z	6.00		6.00
109	Allotment Annual Tenancy Fc	29/01/2022		Unity Trust Current 2f	Cheque02053	Allotment Fee	16B_Standen	Z	35.00		35.00
110	Allotment Annual Tenancy Fc	29/01/2022		Unity Trust Current 2f	Cheque02053	Allotments Association Subs	16B_Standen	Z	6.00		6.00
111	Other Income Inc Grant Awa	27/01/2022		Unity Trust Current 2f	Bank Payment	Annual Hire Charge	Herstmonceux Bowls Club	Z	68.00		68.00
112	VAT Refund	24/01/2022		Unity Trust Current 2f	Bank Payment	VAT	HMRC	R	4,376.25		4,376.25
113	Allotment Annual Tenancy Fc	24/01/2022		Unity Trust Current 2f	Bank Payment	Allotment Fee	26BMCangus	Z	35.00		35.00
114	Allotment Annual Tenancy Fc	24/01/2022		Unity Trust Current 2f	Bank Payment	Allotments Association Subs	26BMCangus	Z	6.00		6.00
115	Allotment Annual Tenancy Fc	08/02/2022		Unity Trust Current 2f	Bank Payment	Allotment Fee	06A_Batkin	Z	35.00		35.00
116	Allotment Annual Tenancy Fc	08/02/2022		Unity Trust Current 2f	Bank Payment	Allotments Association Subs	06A_Batkin	Z	6.00		6.00
117	Allotment Annual Tenancy Fc	08/02/2022		Unity Trust Current 2f	Bank Payment	Allotments Association Subs	04B_Betts2021	Z	6.00		6.00
118	Allotment Annual Tenancy Fc	08/02/2022		Unity Trust Current 2f	Bank Payment	Allotment Fee	04B_Betts2021	Z	35.00		35.00
119	Other Income Inc Grant Awa	11/02/2022		Unity Trust Current 2f	Bank Payment	Annual Hire Charge	Herstmonceux Cricket Club	Z	542.00		542.00
120	Allotment Annual Tenancy Fc	10/02/2022		Unity Trust Current 2f	Bank Payment	Allotment Fee	J.Polybank	Z	35.00		35.00
121	Allotment Annual Tenancy Fc	10/02/2022		Unity Trust Current 2f	Bank Payment	Allotments Association Subs	J.Polybank	Z	6.00		6.00
122	Allotment Annual Tenancy Fc	08/02/2022		Unity Trust Current 2f	Bank Payment	Allotment Fee	01B_Mills	Z	41.25		41.25
123	Allotment Annual Tenancy Fc	08/02/2022		Unity Trust Current 2f	Bank Payment	Allotments Association Subs	01B_Mills	Z	6.00		6.00
Total									5,361.50		5,361.50

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9.
FCL_2022.02.09

FINANCE AND GENERAL PURPOSES COMMITTEE

A resolution will be made to exclude press and members of the public in the event of making any staffing decisions being made in accordance with the Public Bodies (Admissions to Meetings) Act 1960

- i Approval of all Recommendations as per the Finance and General Purposes meeting minutes 8th February 2022 (see minutes for detail) including:
 - February 2022 PVN
 - Two HPC Grant Funding Applications
 - 1. Wealden Citizen's Advice Bureau: *£250 - To contribute to the running costs of the service for Herstmonceux residents, which can be accessed via phone, email, text or appointments (once our offices re-open) at one of our 3 sites - Crowborough, Hailsham or Uckfield.*
 - 2. and HATS: *A grant of £500 towards the production costs of Matilda by the Young HATS.*
 - Jubilee Year budget heading changes
 - Proposed licence between Bowls Club and HPC
 - Hire Charges review conclusions
 - Risk Management Document for approval
 - Asset Register review by Working Groups - before year end

RFO actions.

Grant Letters to be issued. Grant Giving website info to be updated.

The above FGP recommendations were Proposed by Cllr Kenward, Seconded Cllr Alder. All in favour.

Cllr Stewart took no part in the discussion or voting for the HATS grant application and recommendation discussion.

- ii Village Hall Bookings for Jubilee – The Clerk advised that hall bookings for the Jubilee weekend community events had been confirmed by the Village Hall.
- iii **Finance and General Purposes Minutes for Approval and Adoption**, Finance and General Purposes meeting dates 8th February 2022

The minutes of the meeting held on 8th February 2022 had been circulated.

It was **RESOLVED** to accept that the minutes of the Finance and General Purposes Meeting, 8th February 2022 be **APPROVED**.

Minutes to file and website

Proposed Cllr Kenward, Seconded Cllr Game. **All in favour**.
The minutes were adopted and signed as a correct record.

10.
FCL_2022.02.10

BUSINESS AND ACTION PLANNING 2022 – 2025, including Neighbourhood plan management

- i Discussion on proposed outline business planning framework for adoption

The draft document had been prepared by Cllr Harding and the Clerk and circulated to all Councillors following the FGP meeting and prior to FCL.

FGP had suggested the following:

- Approval of the content level and layout of the drafted outline operational plan;
- Anticipated finalising of the plan to take place prior to March Full Council;
- Presentation of the document at the Annual Parish Meeting on the 28th March 2022.

Clerk to next FGP Agenda

which were **Proposed** Cllr Watson, Seconded Cllr Game. **All in favour**.

All Councillors to scrutinise and make any return comments to the Clerk and Cllr Harding by 7th March for penultimate presentation at March FGP.

- ii Agreement on Public Toilets Discussion Document for submission to Wealden to initiate talks on future of this public amenity

To next Amenities Agenda

The draft discussion document (to form the basis for HPC to propose meeting with WDC) had been prepared by Cllr Alder and circulated to all Councillors prior to the FCL meeting, inviting comments. None had been received prior to this Full Council.

Discussions took place at the meeting - Cllr Watson advised that absolute clarity was needed in the approach to Wealden regarding that the current building cannot continue to be used with the current arrangement (licenced to HPC who are challenged to keep them open through continued issues with plumbing and drainage (and electrics) of this old Wealden facility). The Parish Council do not want to lose the ability to provide these services therefore HPC need to acquire the site from WDC to enable HPC to continue to provide the services.

The Council agreed that any changes to the discussion document content be shared to all Councillors via email, by 7th March 2022, for further / final discussion at March Amenities.

All Councillors

iii Update from Sports Pavilion Steering Group
No updates received. Cllr Naish was not present at the meeting.

iv Dalcour Maclaren Communication regarding water pipes –
Amberstone to Windmill Hill
Attendance at HPC March Planning meeting has been postponed
as no further information was available. The Council will be joined
by a Dalcour representative once the consultants have an update
for the Councillors.

11.
FCL_2022.02.11

AMENITIES COMMITTEE

i. **Proposed Jubilee Sign** – agree:
a. Location / siting

Original replication design quoted for as per Cllr Watsons earlier
report to FCL. Cllr Watson had originally put to FCL for the
Herstmonceux / Platinum Jubilee sign to be located on the 'straight
/ grass verge' opposite Lime Cross Nursery. Cllr Watson had been
quoted an ES Licence cost of £380 plus potentially excavation
licence costs should the post need to be set in concrete. FGP had
agreed in principle to the proposal of having a Platinum Jubilee
sign, but not where or final design.

As per previous council meeting discussions, 3 options were
summarised and presented by Cllr Watson:

1. Original Jubilee sign suggestion duplicating original sign but
changing jubilee name (to Platinum) and date, location
opposite Lime Cross Nursery;
2. Jubilee sign, place name Windmill Hill and depicting
Windmill (draft design circulated at the FCL meeting) and
location at Posey Green;
3. Option one plus Option Two Windmill Hill

Comments were invited around the room. All Councillors
considered the options above and suggested a further option. Once
all Councillors had spoken, it was **RESOLVED** that the location of
the Platinum Jubilee Sign be at Posey Green. **Proposed** Cllr
Kenward, Seconded Cllr Game. **All in favour. RATIFIED.**

b. Design layout (wording / landmark image OR as per
original specification and quote)

Comments were invited around the room. All Councillors
considered the options above and suggested a further option. Once
all Councillors had spoken, it was **RESOLVED** that the Platinum
Jubilee Sign be a true replication of the Golden Jubilee Sign, but
that:

- The place name be 'Herstmonceux Parish'
- The jubilee name read 'Platinum'
- The depicted landmark be the Windmill Hill Windmill

Proposed Cllr Kenward, Seconded Cllr Game. Cllr Alder abstained
from voting. **All in favour. RATIFIED.**

Cllr Alder seek Windmill Hill Windmill artwork from the Windmill
Trustees in readiness for approval at March Amenities Committee
(14th).

Cllr Watson to seek updated quote and endeavour to find 2 further
quotes for final agreed Platinum Jubilee Sign Design, following

March Amenities Committee (14th) and prior to March Full Council (28th) 2022.

- ii. **Approval of all Recommendations** as per the Amenities Committee, 24th January 2022

Approval of the Recommendations of the Amenities Committee meeting on the 24th January 2022 was **Proposed by** Cllr Stewart, Seconded Cllr Alder. **All in favour.**

- iii. **Amenities Committee Minutes for Approval and Adoption**, meeting date 24th January 2022

It was **RESOLVED** to accept that the minutes of the Amenities Committee Meeting, 24th January 2022 be **APPROVED**.

Proposed Cllr Stewart, Seconded Cllr Game. **All in favour.**

The minutes were adopted and signed as a correct record.

- iv. **Any outstanding Actions**

There were none.

12.
FCL_2022.02.12

PLANNING COMMITTEE

- i. **Approval of all Recommendations** as per the Planning Committee, 1st February 2022

Approval of the Recommendations of the Planning Committee meeting on the 1st February 2022 was **Proposed by** Cllr Game, Seconded Cllr Watson. **All in favour.**

- i. **Planning Committee Minutes for Approval and Adoption**, meeting date 22nd November 2021 – OUTSTANDING

It was **RESOLVED** to accept that the minutes of the Amenities Committee Meeting, 22nd November 2021 be **APPROVED**.

Proposed Cllr Game, Seconded Cllr Watson. **All in favour.**

The minutes were adopted and signed as a correct record.

- ii. **Planning Committee Minutes for Approval and Adoption**, meeting date 1st February 2022

It was **RESOLVED** to accept that the minutes of the Amenities Committee Meeting, 1st February 2022 be **APPROVED**.

Proposed Cllr Game, Seconded Cllr Watson. **All in favour.**

The minutes were adopted and signed as a correct record.

- iii. **Any outstanding Actions**

There were none.

13.
FCL_2022.02.13

TO ACCEPT WRITTEN / VERBAL REPORTS FROM THE FOLLOWING:

- i Draft Minutes of WDALC meeting 12th January 2022 (circulated prior to meeting)

The minutes were noted.

- ii Any relevant reports received after publication of this agenda that cannot be held over until the next Full Council meeting

None had been received, although it was acknowledged that many homes had been without power or on the receiving end of frequent power cuts since Friday due to the recent storms.

14.
FCL_2022.02.14

CORRESPONDENCE – FOR NOTING, RESPONSE OR OTHER ACTION

- I. Receipt of any consultation requests
- OFCOM Postal Regulation Consultation.

Noted. No further actions were proposed.

**To Amenities
Agenda**

- New Highways Contract out for Tender (ESCC Cllr Report).

It was suggested a letter from HPC is constructed regarding dissatisfaction with potholes repairs. **Refer to Amenities Agenda**

- ESALC updates including Levelling Up the UK white paper, NALC summary circulated

Noted. No further actions were proposed.

- II. Any received following publication of this agenda
- Jubilee Meeting Notes

The meeting notes had been prepared by The Clerk and circulated to all Councillors prior to FCL.

Jubilee planting and flowers reporting – Cllr Kenward will speak to Trudy Gower as there appears to be mixed communication.

**Clerk to
submit street
closure
applications to
WDC**

Street Party proposal for West End – parking will have to be considered.

The Cowbeech Bonfire Society may sponsor the cost of the pamphlet

The Clerk advised that the Community Forum were meeting the next day.

15.
FCL_2022.02.15

ITEMS FOR REFERRAL

Urgent Item – Public Toilets. The drains are again blocked and need a professional company to be called out.
Amenities Meeting date – 14th March 2022 – Agreed (due to Annual Parish Meeting being on scheduled AME meeting night)
Parish Meeting – refreshments to be provided (Cllr Angear to organise)

**Clerk to call
out**

Cllr Angear

16.
FCL_2022.02.16

CLOSE OF MEETING

The meeting closed at 21.14

Date of next meeting – 28th March 2022

Appendix 1

East Sussex County Council – Parish Report Cllr Bob Bowdler – February 2022

Children's Services

New Special Educational Needs and Disability information website launched

A new Local Offer website has been launched which provides a 'one stop shop' for information and resources aimed at supporting children and young people with Special Educational Needs and Disabilities (SEND) in East Sussex.

The site brings together useful information about the range of services and support available across the county for children and young people aged 0-25, their families, and supporters. The modern and accessible website includes new illustrations and features such as audio readers for every line of text.

East Sussex County Council has designed the site in collaboration with parents, carers, and professionals. The site can be accessed at: <https://isend.eastsussex.gov.uk/>

Plans for SEND facility at Bexhill primary school

The county council's Lead Member for Education, Inclusion and SEND has agreed to a statutory consultation taking place with regard to a proposal to create a special education facility at All Saints CE Primary School in Sidley.

The facility would offer provision for up to 12 pupils with SEND. It would be the latest in a series of specialist facilities established by the council as it seeks to increase SEND places in light of a rise in children with neuro-diverse profiles, such as Autistic Spectrum Disorder and associated Social, Emotional and Mental Health and Speech, Language and Communication Needs, in the Rother area.

Initial consultations saw overwhelming support for the proposals and, following the statutory consultation, a final decision is expected to be made in April.

Holiday Activity & Food Project

We are happy to announce that this valuable project will continue during this half term and other school holidays during the year. It offers valuable activities (and parental respite) and nourishing food for vulnerable children in our community, and is scattered across the whole county.

Communities, Economy and Transport

Bidders shortlisted for £730m Highways contract

Three bidders have been shortlisted to provide highway maintenance and infrastructure services for East Sussex from May 2023.

The county council has selected Ringway Jacobs, Balfour Beatty Living Places, and Colas to move to the next stage of the procurement process. The selected bidders have now been invited to submit detailed tenders about how they would deliver highway maintenance, improvement schemes and a range of other highways services.

The new £730million Highways Infrastructure Services contract will replace the council's current £300m seven-year contract with Costain and Jacobs. The new contract is likely to run for a maximum of 14 years – with an initial seven-year term and an option to extend by a further seven years subject to satisfactory performance.

The deadline for receipt of the detailed tenders is March 2022, with the announcement of the preferred tenderer to be made in September 2022.

Vital support for creative and digital industries

Hundreds of East Sussex businesses have received guidance and funding support from the South East Creatives business support programme, designed to help the creative, cultural, and digital sectors across the region.

The programme, set up by the South East Local Enterprise Partnership's South East Creative Economy Network, has supported local creative and digital industries in East Sussex, Kent and Essex since its launch in 2018. Much of the funding and support has been delivered during the coronavirus pandemic, which has been one of the toughest periods for these businesses in living memory.

The programme has recently provided guidance to 159 businesses in East Sussex and awarded over £300,000 in grant funding across the county. The scheme has also helped create 18 new businesses and has seen 35 new products brought to the market.

Local businesses helped through the scheme include St Leonards Modern Goods, whose owner received mentoring support, and 18 Hours Events, who received a grant towards the cost of a new delivery van.

Governance Services

East Sussex Pension Fund invests in sustainable global equity portfolio

The East Sussex Pension Fund is investing £200m of its passive equities in the Osmosis Resource Efficient Ex-Fossil Fuels Strategy, as part of its ongoing commitment to rid its portfolio of fossil-fuel equities.

The portfolio has already achieved a carbon intensity reduction of 63% as of December 2021, as well as a reduction in water consumption of 67% and a reduction in waste generation of 61%, relative to the MSCI World Index.

Councillor Gerard Fox, chair of the East Sussex pension committee, said that while keeping fees low for its members by retaining passive equities, the committee felt this new investment met several key objectives for the pension fund.

Bob Bowdler
4/2/22

Appendix 2

Wealden District Councillors' Report to Herstmonceux Parish Council February 2022

Housing

An important service delivered by the Wealden Housing team is the provision of aids and adaptations to our Council tenants with long term health conditions and disabilities affecting their quality of life. We have installed over 900 major and minor aids and adaptations over the past 5 years at a cost to the Housing account of £1.4m.

We like to take every opportunity of highlighting Wealden’s involvement in the private rented sector and here too we manage the provision of aids and adaptations in private and Housing Association rented properties. This is funded by the Government’s “Better Care” scheme. In this respect, during the last 5 years the Council’s Housing team has also supervised the installation of £5.2m worth of aids and adaptations, which have helped to improve the lives of Wealden residents with disabilities.

We have had a number of Government directives insisting on reviewing policies relating to Council Housing tenant involvement. These are, in large part, as a result of the Grenfell Tower enquiry, which has strengthened the working relationship between the Housing Regulator and Ombudsman.

The advised changes and updates noticeably stress the importance of identifying and removing barriers to tenants expressing their views and concerns. This is complimented by having processes in place to record and monitor interactions and exchanges between the residents and the Housing team. Also, there must be transparent and detailed accountability by the Council and its responses, remedies and solutions to issues raised by tenants.

Benefits and Local Taxation

Monthly Update – 01/02/2022

Test & Trace Standard & Discretionary

Scheme will end on 31st March 2022.

Total Paid Out	479	£239,500
Discretionary	142	£71,000
Standard	337	£168,500

Total applications received to date	1099
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Month	Cases Paid
Oct-20	12
Nov-20	21
Dec-20	22
Jan-21	73
Feb-21	21
Mar-21	4
Apr-21	3
May-21	0
Jun-21	9
Jul-21	55
Aug-21	26
Sep-21	30
Oct-21	20

Nov-21	30
Dec-21	47
Jan-22	106

January 2022 saw the highest number of claims paid since the start of the scheme in Oct 2020.

Household Support Fund

We received an initial grant of £125,400 from ESCC to provide assistance to those with energy / water arrears and food vouchers. A further grant of £90,000 was received in early January enabling the scheme to be re-opened.

Recipients had to be in receipt of a means tested benefits to qualify.

Awards were up to £250.00 for arrears and £100 per adult and £60 per child for food vouchers.

Scheme	Total £	# of awards made
Energy & Water	£ 47,914.04	213
Food	£ 165,060.00	698
Grand Total	£ 212,974.04	911

We have just over £2,400 remaining and expect the scheme to close tomorrow (Wednesday 2nd Feb).

Business Grants

Omicron Hospitality and Leisure Grant

Grant for businesses with a rateable value in the Hospitality, Leisure or Accommodation sectors.

Applications Received	211
Applications Approved / Paid	148
Total Amount paid	£504,694
Waiting review	60

ARG Discretionary Fund

We have a discretionary grant amount of approx. £1.4m to spend by 31st March 2022. We have since received a further £363,317 as part of the Omicron funding.

There are currently 4 schemes;

- Omicron Top-up for Hospitality and Leisure - SUSPENDED
- Personal Care - CLOSED
- Gyms, Leisure Centres and Indoor Exercise Facilities
- Travel Industry

Application Received	244
Applications Paid / Approved	140
Total Amount Paid	£707,200
Waiting Review	101

The Personal Care scheme has now closed and the Top-up for Hospitality and Leisure has been suspended whilst we process the outstanding applications to ensure we have sufficient funds remaining.

The Gyms and Travel grants remain active as these are linked to the additional ARG money of £363,317.

Resident's issues and problems

From time to time residents of Herstmonceux will contact us for advice help and assistance. We are very happy to do all can to help, even if we are only able to signpost them to others who have more detailed information. This can be very time consuming and as you would expect, must remain confidential

Recent useful Press Releases

Rather than repeat the information contained in the Wealden Press releases, which would make our report too lengthy we list the recent ones of particular interest:

- [£300K support package for voluntary organisations announced by Wealden council](#)
- [Council tax fraudster convicted](#)
- [Employability aid available for those aged 16-24 in Wealden](#)
- [Wealden limits council tax increase to 9p a week](#)
- [£300K support package for voluntary organisations announced by Wealden council](#)

Press releases are published on the Wealden website

The Great British Spring Clean

This year the Great British Spring Clean runs from 25th March until 10th April. As usual Wealden will have a limited number of rubbish bags and other equipment available on request on a first come basis. Arrangements can be made with the Street scene team to collect the spoils from an agreed location

Clash of Meeting Dates

As you are aware we do our best to juggle meetings and attend as many as we can but so many of them clash. We will continue to try our best to attend but there will be times when it is just impossible. However, please feel free to contact us at any time between meetings if there is a concern/issue where you think we can help.

Cllr Ray Cade and Cllr Pam Doodes
February 2022