



# Sedlescombe Parish Council

Minutes of the Meeting of the Parish Council  
on Monday 14<sup>th</sup> February 2022 at 19:00 Sedlescombe Village Hall

## Council Meeting Minutes

### Cllrs Present:

Pauline Glew (PG), Roy Chapman (RC), Sally Sidgwick (SS), N Moore (NM) **part time left at 19:30** Parish and District Cllr. Jonathan Vine-Hall (Chairman of the Parish Council) (JVH).  
District & County Cllr Carl Maynard (CM) **part time, joined at 19:45**  
Mrs Jackie Scarff (JS) (Clerk/RFO)  
There were 0 members of the public.

Item	Agenda Item (C21.)	
46	<b>To receive and accept Apologies (LGA 1972 s85)</b> Apologies received from Cllrs B Coupar (BC), P Anson (PA), D Caney (DC), J Saull-Hunt (JSH),	
47	<b>To receive questions from members on reports from the District and County Councillors</b> There were no questions	
48	<b>Interests in accordance with 2012 Code of Conduct</b> <b>To receive councillors' declarations of interest regarding matters on the agenda and consider any written requests for dispensation as a result. Any changes to register of interests should be notified to the clerk.</b> JVH declared an interest in item 60 as the Chairman of the District Planning Authority, he chaired the meeting but did not take part in the decisions.	
49	<b>Public participation session re matters on the Agenda at the Chairman's discretion.</b> There were no members of the public present.	
50	<b>To consider for approval the minutes of the full council meeting 4<sup>th</sup> January 2022.</b> <b>PG proposed a correction to the</b> Resolved the minutes were approved and a true record and duly signed by the chairman with the amendment correcting the precept amount to £58,613.00.	
51	<b>If the committee wishes to exclude the public for a particular agenda item, the following resolution must be passed:</b> 'That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.'  There was no requirement to pass this resolution.	
52	<b>To discuss event ideas for the Queens Jubilee</b> A tea party on The Green is planned for the Sunday. The Queens Head are involved in the planning. The application to RDC for a grant toward the costs is underway. Volunteers are needed to take on jobs – Publicity (advertising the event in all the appropriate places. Volunteers are needed for the following jobs: collect tables from the VH. collect all the games (in the shed on the Sportsfield) and then supervise the games area on the day, it is proposed that this will be in the garden of the Queens Head. put up the bunting and decorate the pump house. buy coins and sweets. buy the prizes for best dressed competition.	

	<p>Look after the music.  PG will also contact the local clubs and societies to see if they can also offer help.  Layout the food.  SS offered to help with the advertising and moving the tables.  There will be an insert in the directory adverting the event.</p>	
<b>53</b>	<p><b>Sedlescombe Sports Pavilion and associated grounds.</b>  <b>To receive the minutes from Sedlescombe Sports Pavilion Executive Committee for adoption.</b>  There had not been a meeting. A meeting is being planned and prioritise jobs that need to be done.  <b>To receive recommendations for resolution and agree any actions required.</b>  There is nothing to action.</p>	
<b>54</b>	<p><b>Highway Matters</b>  <b>To receive and update and agree any actions required.</b>  The clerk updated that there is no news regarding ESCC Highways evaluating the traffic calming report. It was suggested that DC write an entry for the annual bulletin to remind residents of the story to date, explain the proposal including a map to show the sites (including Stream Lane) for the traffic calming measures and include a reply slip to return to indicate if they support the proposal.  There could also be a presentation at the annual meeting.  Update on the Black Cat project. The equipment is all ready to be used, the laptop has been bought and the software loaded, next steps are to organise a meeting. The clerk was asked to get some dates from the supplier for a training meeting.</p>	
<b>55</b>	<p><b>To receive a request from the organisers of Maidstone-based San Fairy Ann Cycling Club’s sportive ride to use the Green as a drinks station. See background paper.</b>  JVH suggested that they are offered the sports pavilion facilities instead of The Green. The facilities would be available FOC. The cllrs confirmed that if for some reason this wasn’t suitable, they would allow the use of The Green.  The clerk will suggest the alternative to the club.</p>	
<b>56</b>	<p><b>To consider a request to have a dog bin fitted and agree any actions required.</b>  The clerk reported that a resident had asked if an additional dog bin could be fitted on Brede Lane in a suitable place between Gorselands and Blacklands. The cost for providing and installing the bin would be around £500 and then the additional charge per annum for emptying the bin.  Resolved that a bin could be situated near to the bench on Brede Lane. Clerk to organise with RDC.</p>	
<b>57</b>	<p><b>To receive an update on the Playground Project and agree any actions required.</b>  The circus is all booked.  The leadtime for the playground equipment is approximately 6 weeks. In order to ensure that the playground project could be delivered this year JVH proposed that the PC could have the additional £10,000 available while the fundraising was ongoing for this final amount. The cllrs were reminded that the grant offer from RDC was only valid for 12 months. Seconded PG all agreed.  <b>Resolved</b> that the parish council would make up to £10,000 available to allow for the equipment to be ordered which will be recovered through the fundraising events.</p>	
<b>58</b>	<p><b>To receive for consideration for a payroll provider to begin April 2022 with a view to making an appointment.</b>  The clerk presented 3 quotes for a new provider to take over the payroll from 1<sup>st</sup> April 2022.  Resolved that eSlip Payroll Services are instructed to take over the payroll responsibilities for the council.</p>	
<b>59</b>	<p><b>To receive for consideration quotes for tree work and agree any actions required.</b>  The clerk presented 3 quotes for work required to take down and Ash Tree that had died near the MUGA at Riverside Recreation Ground. Lifting the canopy of a horse chestnut on The Green and removing broken branches including submitting required paperwork due to it being in a conservation area.  Quotes had been submitted to take down a dead tree by the pumping station but the clerk confirmed that this was not on Parish Council land. The clerk was asked to contact the landowner and ask them to deal with it. Resolved that Foxhill Tree Services be instructed to do the required work.</p>	

**60 Planning:**  
**To receive the minutes from the Planning Committee for noting.**  
 None to be noted  
**To receive responses to delegated planning comments 20<sup>th</sup> December 2021, 27<sup>th</sup> January 2022 for noting.**  
 Noted  
**To consider the following planning applications received and resolve to submit comments where appropriate.**  
[RR/2022/7/P](#)  
**Barnes Farm, Poppinghole Lane, Sedlescombe TN32 5BN**  
**Single storey extension.**

The cllrs had no objection to the application.

**61 To present the current outstanding resolutions and agree any actions required.**

Resolution	Date of Resolution	Status	Action Required
BT Openreach pole	June 2021	With Pole Objections team. Awaiting response.	Ongoing. The contractor has been in touch and confirmed they are liaising with BT Openreach as to where they will connect the wires so they can remove the pole from The Green.
Blac Cat Radar Pole licence	June 2021	Awaiting agreement from ESCC Highways	Licence has been issued.
Laptop Grant	July 2021	Grant application was successful	
Application for Highways assessment for traffic project	Agreed at traffic meeting	Application made and awaiting a response.	Next step is to organise training for the Black Cat.
AA Booklet	November 2021	Ongoing	Request for cllrs to submit any information to be entered.
To switch email and website services to Uniserve	January 2021	Uniserve have contacted Xreflow and will organise the switch in stages. Emails to be first.	

**62 Finance and Audit**  
**To receive the financial reports to 31<sup>st</sup> of January 2022 for noting.**  
 Reports were noted  
**To receive a report detailing the bank balances to 31<sup>st</sup> January 2022 for noting.**  
 Bank Balances were noted  
 The annual statement from The West Brom showed £3.84 interest received bringing the balance at 1<sup>st</sup> April 2021 to £23,076.60.  
 The balance at 31 January 2022 in Unity Trust Bank was £59,288.67

	<p><b>To consider for approval the payment of invoices received.</b></p> <p><b>Payments for the month</b></p> <p>15/02/2022 £922.65 HMRC  15/02/2022 £251.94 Roadware Ltd  15/02/2022 £18.48 Jewson Ltd  15/02/2022 £144.00 Jason Monk Plumbing  15/02/2022 £127.50 Joanne Oliver Domestic  15/02/2022 £895.10 Uniserve (South East) Ltd  15/02/2022 £12.00 Xreflow  15/02/2022 £225.14 Clerk  15/02/2022 £182.50 Mulberry &amp; Co</p> <p><b>In addition, the following were approved</b></p> <p>Invoice 351805 £60 for AB Fire &amp; Security  Expenses for Cllr Glew for stamps  Invoice for J Oliver for items bought for the sports pavilion. £45.87</p> <p><b>Resolved</b> the payments to be paid as presented.</p>	
<p><b>63</b></p>	<p><b>Reports, Correspondence, Questions and Future agenda items not requiring decisions.</b></p> <p>a) <b>Red Barn Field</b></p> <p>b) <b>Monthly Meeting with the PCSOs</b> - RC had sent the updates round to the cllrs. JVH commented that it would be good if the PCSO's could attend the Annual Assembly.</p> <p>c) <b>Sedlescombe Jobs Network</b> no update</p> <p>d) <b>Any Other</b> - The new person looking after the local footpaths is having success resolving issues that come up.</p> <p>SS reported that she had been taking recordings of the dark skies with the light meter and will upload them to the AONB website. SS asked if any other cllrs would like to use the meter.</p> <p>JVH introduced a biodiversity audit done for Crowhurst PC by Dr Feltwell who is offering to conduct audits for parish councils. It may be useful when updating the neighbourhood plan.</p> <p><a href="#">JVH presented a LANTRA level 1 certificate to RC and will pass JSH's to her.</a></p>	
<p><b>64</b></p>	<p><b>Date of next meeting.</b></p> <p><b>To note the date of the next meeting is Tuesday 15<sup>th</sup> March 2022 at 7pm</b></p> <p>The meeting was closed at 20:16</p>	

## **Basic Level Tree Inspection – Conducted by Volunteer Roy Chapman.**

A Tree Policy needs to be in place to demonstrate compliance of best practice and duty of care and what records will be kept for tree advice and works.

A definition of zones:

Zone 2 - a formal inspection not incidental to other activities

Zone 1 – a detailed inspection of high priority concern in well used areas.

### Examples

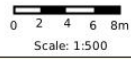
East View Terrace: not many trees, but high footfall – zone 1

Sportsfield: roadside and along the public right of way – Zone 1  
rest of the field - zone 2

Riverside Playground and MUGA: along the roadside and footpath – zone 1  
Along the riverside – zone 2

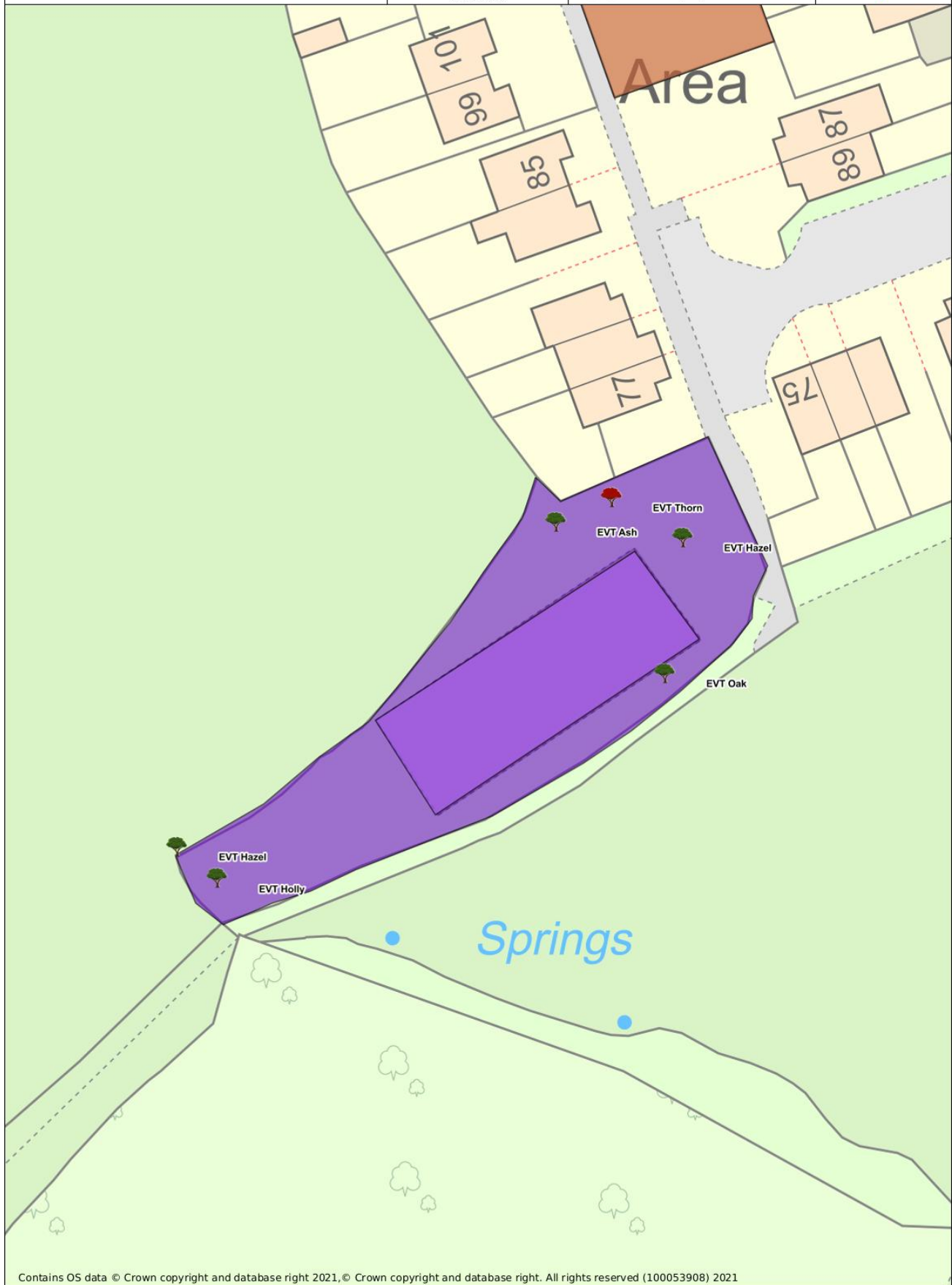
Village Green: zone 1

Red Barn Field: trees are around the boundaries – zone 2



Author:

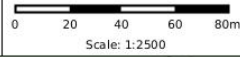
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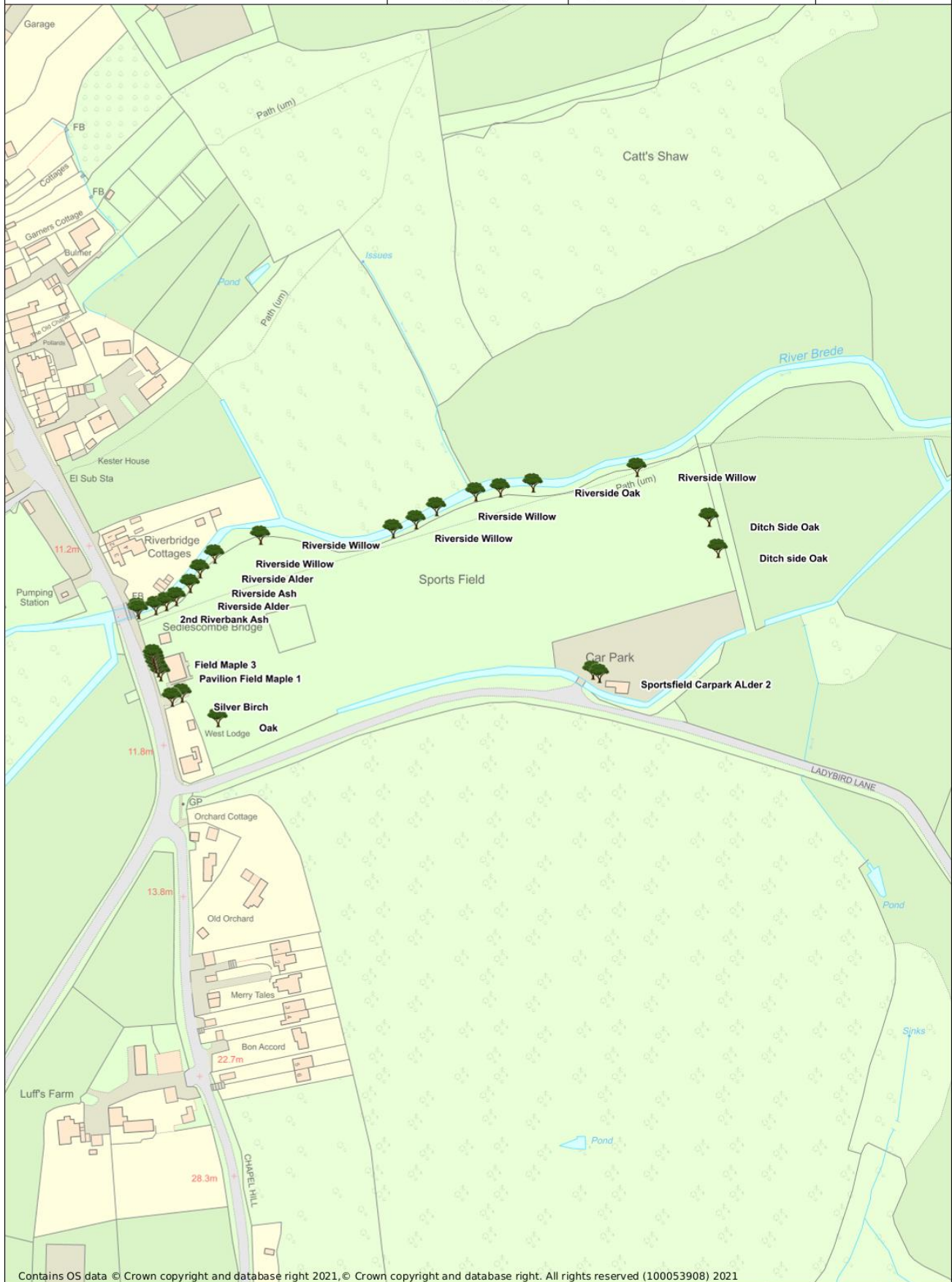
Sportsfield Tree Map

Sedlescombe



Author:

Date: 25/10/2021



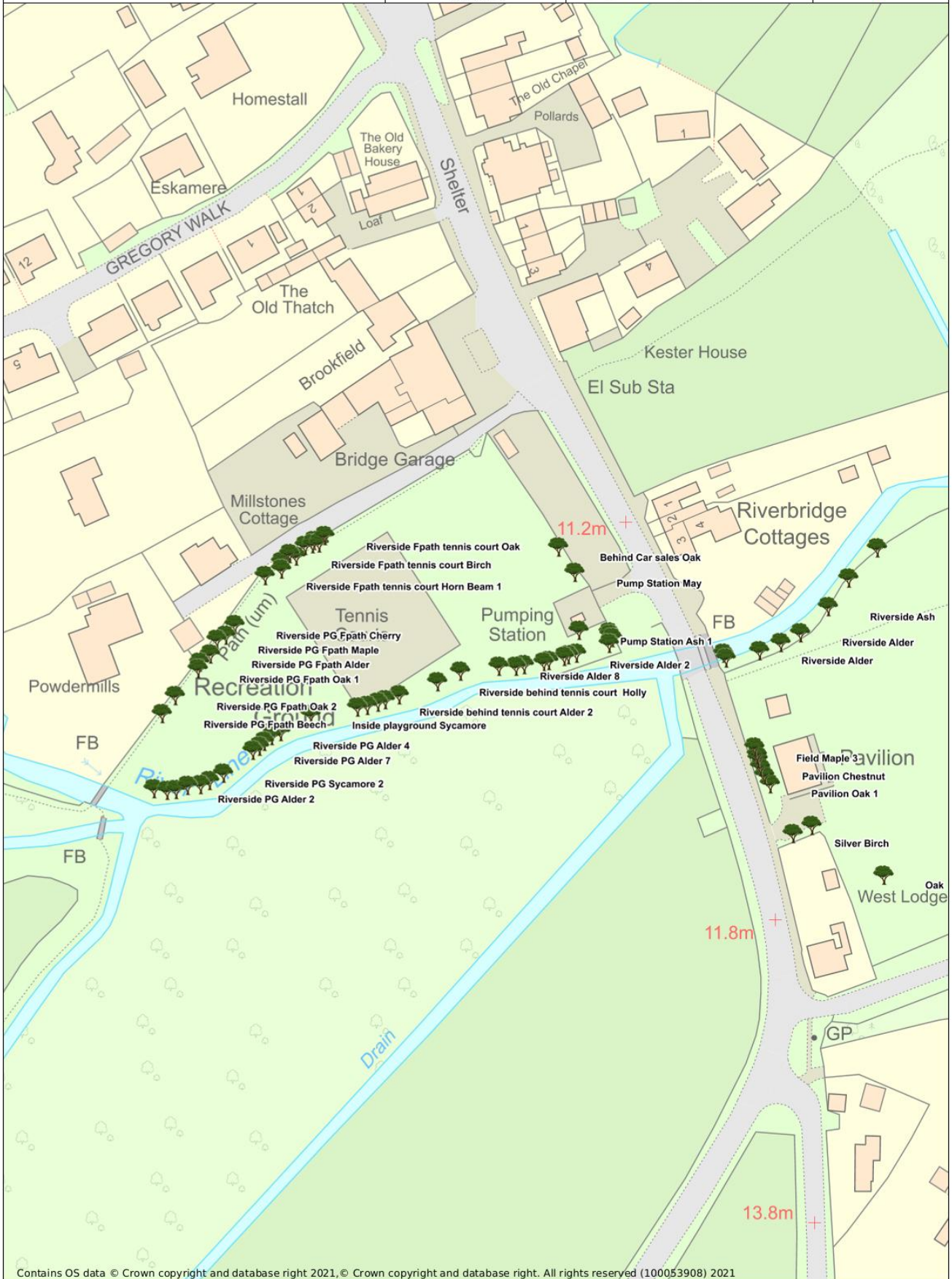
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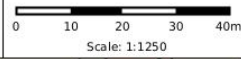
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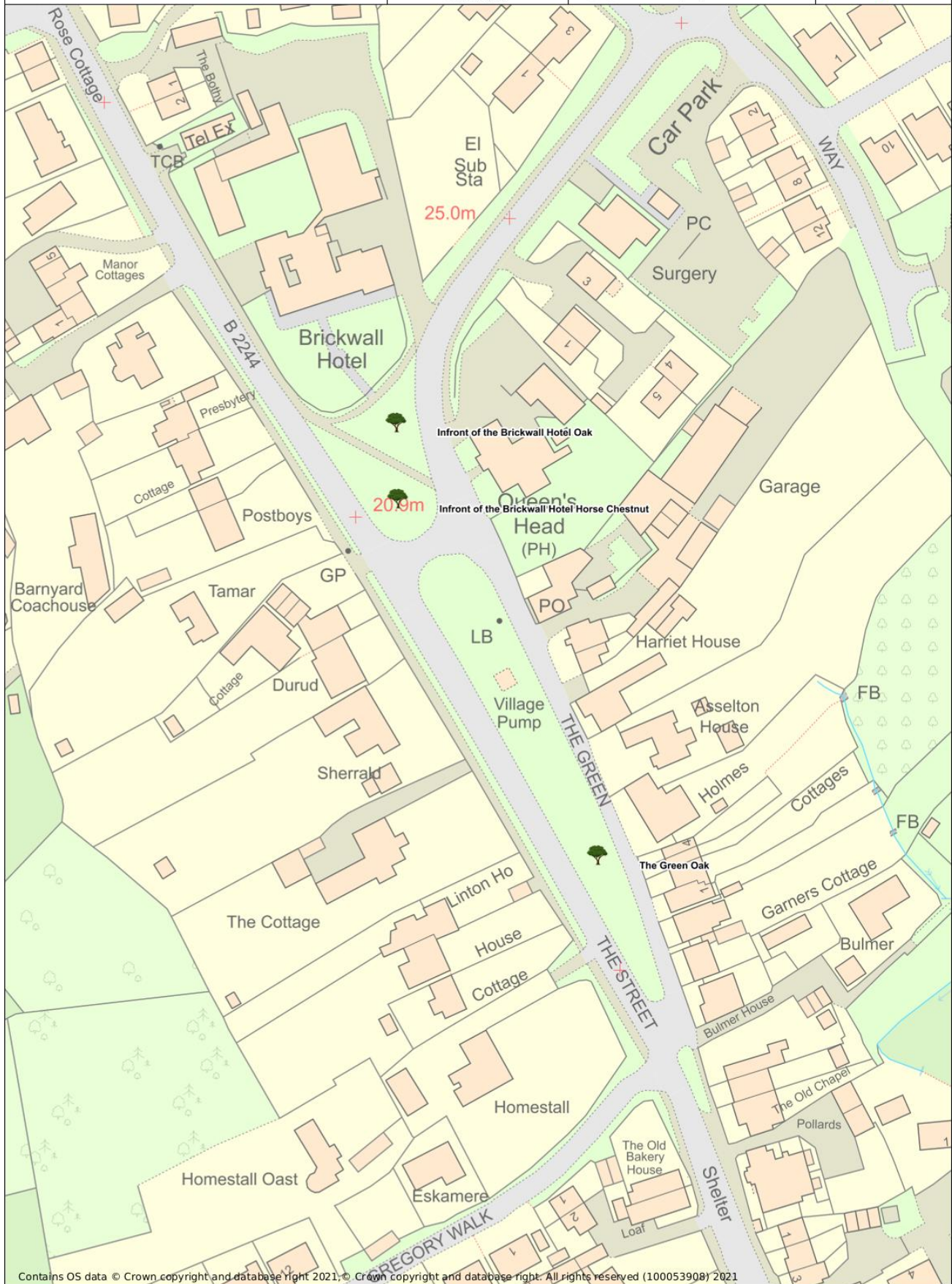
Trees



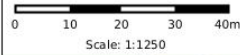
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25/10/2021



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