

FRAMFIELD PARISH COUNCIL
Minutes of the Meeting of Framfield Parish Council held at the Village Hall, Blackboys, on Tuesday, 26 September 2017 at 7.30pm

Present (Councillors): Keith Brandon (Chairman)
Peter Friend
Rob Jackson
Noel Mansley
Maria Naylor
Rob Newton
Sam Sharples

Councillor Chris Dowling (ESCC) - part

In attendance Ann Newton - Clerk
Members of the Public – none.
Members of the Press – none.

Prior to the commencement of the meeting members of the public and County and District Representatives are invited to address the Parish Council if present.

Councillor Chris Dowling (ESCC) – Chris reported on the following items:

- There had been continued dialogue with ESCC Officers over highways issues with the Parish and Chris hoped that this would continue. He would try and obtain any updates on works planned.
- Bird in Eye Hill – the ball was still in the court of the residents with regard to what they would like for the road before a feasibility study can be commissioned. Chris would make further contact to see if any progress has been made. The Clerk reported that she had received a query from Uckfield Town Council regarding potentially lowering the speed limit on Bird in Eye Hill/Framfield Road and she had given them an update.
- B2192 – a feasibility study has been commissioned and an initial meeting awaited.
- Budget – County would soon be putting together their budget for next year.
- Formalization of the zig-zag lines out Parish schools – Keith Brandon said this appeared to have been sanctioned by ESCC.

Councillor Ann Newton (WDC) – Ann reported on the following item:

- A procurement process was commencing for a new refuse contract to be in place in June 2019.
- Local Plan – this has been further delayed due to the potential requirement to carry out an Appropriate Assessment of the Pevensey Levels and the Lewes SAC (Special Area of Conservation).

(The minutes are detailed in the order in which they appeared on the agenda but not necessarily the order in which they were taken at the meeting. A copy of all the reports mentioned will be attached to the minutes for the minute book).

1. Election of a Chairman

Rob Newton proposed that Keith Brandon be elected as Chairman. This was seconded by Sam Sharples and agreed by all present. There were no other nominations. Keith duly signed the Declaration of Office.

2. Election of a Vice Chairman

Maria Naylor proposed that Selina Allen be elected as Vice Chairman. This was seconded by Rob Newton agreed by all present. The meeting understood that Selina was happy to take on the role.

3. Apologies for Absence

Councillors Jeff Goggin and Selina Allen (Vice Chairman). The Clerk reported that Alan Greenslade has resigned from the Council.

4. Declarations of Interest

Councillors to give notice of declarations of personal, prejudicial and pecuniary interests in respect of items on the agenda. Rob Newton declared a prejudicial pecuniary interest in the items under the Finance section of the agenda relating to the Clerk, the Clerk being his wife.

5. To accept the Minutes of the last meeting (25 July 2017)

It was resolved to accept the minutes of the meeting held on 25 July 2017, having been circulated, as a true and accurate record of the meeting. The minutes were signed by the Chairman as proposed by Maria Naylor and seconded by Sam Sharples.

6. Matters Arising from the Minutes (July)

To receive updates or agree any further actions.

- Blackboys – B2192 – feasibility studied commissioned – as detailed above.

7. Correspondence received since the last meeting

Letters for noting/discussion (Including items that have been received after this agenda has been published) – most items were from pending matters and dealt with under separate headings.

8. Finance and General Purposes:

- Addition of signatories to the Parish/Trust accounts. The meeting agreed that Keith Brandon and Selina Allen should be added to the bank mandate.
- Completion of the External Audit. The Clerk reported that this had been concluded without any comments and had been advertised in the usual way.
- VAT. Following on from a discussion at the last meeting, Noel Mansley stated that in his opinion VAT is not reclaimable on funds expended by the Parish Council on behalf of the Trusts because the Trusts are classified as a business and VAT is not reclaimable on anything classified as such. The Clerk stated that this might be argued for any works to the Halls for which hire rates are charged but not for the recreation grounds as there are no charges for their use. Keith Brandon stated that he has taken advice from ACRES (Village Halls Network) and would seek similar advice elsewhere. The matter would be taken to the FGP meeting and a recommendation brought back to the next PC meeting.
- Resolve to agree the works to replace the guidepost at the junction of Palehouse Common/Sandhill Lane. This was agreed along with confirmation that the two posts at Pound Hill and the junction of the B2192/Palehouse Common would also be replaced. Keith Brandon asked that the error on the post at the junction of the B2192/Stonebridge Lane be corrected.
- Councillors were in receipt of the schedule of expenditure as at 31 August 2017, bank reconciliation and bank statement for August for comparison and agreement. The accounts were verified as correct by the Council. (KB/SS). Noel Mansley asked for all the Parish Council funds to be included on the spreadsheet – National Savings, Parish Magazine etc.
- Formal agreement of the August/September 2017 payments/disbursements – itemised below. This was agreed for payment by Noel Mansley, seconded by Sam Sharples and agreed by all present.
- Any other financial matters – an FGP meeting is scheduled for 11 October 2017 (confirmed).

	£
BACS – JAKK Country Furniture Designs Ltd [Hitachi Capital Finance] (replacement bench/Framfield)	500.40
701369 - VOID	
701370 – ESCC (feasibility study B2192)	600.00
701371 – CPRE (annual subscription)	36.00
701372 – Barcombe Landscapes Ltd (grounds maintenance April/July)	1,692.00
BACS – Framfield Trust (Hall hire)	20.00
701373 – HMRC; August tax and NI payments for the Clerk/RFO	488.90
701374 – HMRC; September tax and NI payments for the Clerk/RFO	488.90
701375 – PKF Littlejohn LLP (completion of External Audit)	360.00
701376 – Horizon Skills Ltd (computer adaptations in line with the GDPR)	313.80

701377 – WDALC (annual subscription)	26.00
701378 – SSALC Ltd (fee for Chairman’s Networking training day)	78.00
701379 – Hitachi Capital Invoice Finance (benches [earmarked reserves])	3,474.00
701380 – WDC (dog bin emptying July/Sept)	360.00
<i>(Staff salaries are paid by BACS net of deductions)</i>	

Receipts

Received from WDC - £26,040.00 (CTSG and precept – bi-annual figure)
BlackRock charity dividends (to be transferred to the BB Trust) - £282.88

Parish Magazine

100041 – Print Matters (August/September issue)	512.00
100042 -- P Tomsett (BR) (August/September issue)	125.00
100043 – Print Matters (October/November issue)	512.00
100044 -- P Tomsett (BR) (October/November issue)	125.00

Bank Balances as at 31 August 2017

Current Account £9,035.52
Deposit Account £35,119.22

9. Verbal Reports/updates from Council Members and the Clerk (if required).

- Liaison with ESCC on highway matters. Rob Jackson offered to take over from Alan Greenslade on Highways matters.
- Clerk – report on any other items not recorded elsewhere in the agenda. There were none.

10. Reports from Representatives

- **Schools:** St Thomas à Becket Church of England Federation (Blackboys & Framfield CEP Schools) (KB). Keith Brandon reported that Jacqueline Davies had voiced her thanks and appreciation for all the works to the Memorial Hall.
- **WDALC** – minutes to be sent out as and when received.
- **Parish Planning Panel (c/o Clerk)** - minutes to be sent out as and when received. Keith Brandon was appointed as the representative but anyone could attend in his place if they wished.

11. Items for referral by Councillors to the next appropriate Council or Committee agenda.

There was nothing further.

There being no further business, the meeting closed at 8.20 pm.

**NEXT PARISH COUNCIL MEETING:
Tuesday, 28 November 2017
at the Memorial Hall, Framfield.
commencing at 7.30 pm.**