

Minutes of the **Parish Council Meeting** held on Wednesday 12th July 2023



THE PARISH COUNCIL OF HELLINGLY

The Community Hub, The Drive, Hellingly, East Sussex, BN27 4EP

Tel: 01323 449415

e-mail: clerk@hellingly-pc.org.uk

Website: www.hellingly-pc.org.uk

At 7.30 pm at Hellingly Community Hub

PCH 027.07.23 to PCH 037.07.23

Present: Councillors: D White (in the Chair), G Hesselgrave, W Hesselgrave, S Davis, C Jackets, D Miles, J Seale V Lee, P Young, J Castle, S Gander and P Milne.

Apologies for absence: Cllr F Lulham, D Lewin and County Cllr N Bennett

Official Clerk/Officer: Jenny Hoodless (Clerk)

Members of the Public: One – Mr Lambert raised concerns regarding the location of the workplace memorial plaques for staff that had worked at the Hellingly Hospital, he requested that Council consider installing them in the Hub. Council discussed and agreed that as they belong to the NHS and came from the Chapel, owned by NHS and the staff worked in the NHS buildings still in use, that the plaques should be given to the NHS to install in a suitable location. The Clerk to contact the NHS.

Declarations of Interest: None

PCH 027.07.23 The **Minutes of the Parish Council** Meeting held on Wednesday 14th June 2023 were approved (by Council) and signed (by Chair, Cllr D White).

PCH 028.07.23 **Matters arising:**
PCH 088.02.23 PA Sound System – The Clerk reported that details are still being finalised with WDC and another supplier had been contacted to carry out a site visit for a comparison.
The Clerk to arrange and report back.
PCH 020.06.23 Cllr D White had achieved an extra-ordinary DC meeting where the motion had been passed to hold Southeast Water accountable for the water supply shortage.
PCH 004.06.23 Hub path quotes – Council agreed to wait for a 3rd quote before making a decision on appointing a contractor. Council discussed and agreed that the option to install a path at the rear of the Hub would not be necessary and not to go ahead. For the front of the Hub to the path on The Drive, council agreed to install a path to the car park location previously agreed and not to the path at the side of the Hub. The Clerk to obtain the 3rd quote and report back at the September council meeting or the Finance Committee meeting on 26th July. The Clerk to also investigate any possible grants for disability access to help towards the cost.

These are a true and accurate record of the meeting

Signed: **Date:**

Councillor David White – Chair

Cllr C Jackets proposed and Cllr D Miles seconded, all councillors in favour.

PCH 029.07.23

County Cllrs Report

Cllr V Lee requested longer notices to be given by Highways for road closures. The Clerk to investigate any service level agreements for lead in time for these and emergency closures.

PCH 030.07.23

District Councillor's Report

Cllr D White reported that no DC meeting had taken place recently, but a PCS had met on Thursday last week with no agenda items relating to Hellingly. The next Full Council meeting would take place on 19th July. Cllr D White reported that a motion had been passed for the Overview & Scrutiny Committee to hold a meeting with Southern Water and South East Water, for them to explain the current water issues.

PCH 030.07.23

Council **approved/noted** the following financial items:

- Approved the bank reconciliation for 01 – 30th June 2023
- Approved the lists of payments (**£41,291.43**) and receipts (**£17,536**)

Payments

£14,467.56 total salaries
£2,300 Hire deposits returned
£24,523.87 General

Of which the following are over £1,000:

LHB Ground clearance £1,200
Aviva 2 months pension £2,795.15
Grave Digging £1,044
Village Hall Rates £1,846.30 (being refunded)
Cemetery Lodge repairs £2,670
LHB Grounds Seeding £3,480
HMRC Tax & NI May £2,333.58

Receipts

Hub Income £5,860
Hub Deposits £1,700
Bank Interest £1,199.18
Grant for Free Clubs £3,000
Other receipts £5,776.82

Cllr C Jackets proposed and Cllr D White seconded, all councillors in favour of approval for the above financial matters.

- **Noted** the balance sheet as at 30.06.23
- **Noted** the first quarters budget report

Summary:

Income = 60% of budget
Expenditure = 27% a little over

Funds for Grounds from EMR will be transferred at the end of the financial year. The bank charges will exceed budget at the end of the financial year due to card reader monthly charges which had not been budgeted for.

The Clerk still needs to add office rental income and expenditure

- **Noted** the first quarters VAT claim
- Village Hall electrical repairs **approved**

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Councillor David White – Chair

- Hub Conference Package hire prices would be deferred until the equipment had been ordered.
Cllr D Miles proposed and Cllr D Lewin seconded, all councillors in favour of approval for the above financial matters.

PCH 031.07.23 **Union Corner Allotments**
A request had been received to have allotments installed on the land owned by the council, at the new junction of New Road & Park Road as the land is currently vacant and the current waiting list for allotments is quite long. The Chairman advised that as part of the planning permission, the developer (Bellway) had to transfer the land to the parish council and the land had to be left as natural space. Cllr D White reported that allotments had been included in the plans for the development on New Road.

PCH 032.07.23 Residents Guide quotes
Council discussed the quotes and requested that the Clerk seek additional quote from Community Ad, Solo Press and Instantprint, prices to include delivery and then report back at the next council meeting. Council raised concerns for the Guides to deliver due to Health & Safety with some of the rural locations in the parish.

PCH 033.07.23 Council reviewed and re-adopted the amended Transparency Policy
Cllr D White proposed and Cllr P Milne seconded, all councillors in favour.

PCH 034.07.23 Council reviewed and re-adopted the amended Financial Regulations
Cllr S Davis proposed and Cllr C Jackets seconded, all councillors in favour.

PCH 035.07.23 Clerks Reports:

- Activity days 2nd & 23rd August LHB Rec
- Update on Clerk & Deputy Clerks Pending items:
 - o Southern Water & Persimmon easement for Roebuck Park – awaiting Southern Water to agree to be responsible for any pollution caused by their disbursements into the pond, before signing the agreement.
 - o Burfield Grange (Bovis) public open space and play areas, the delay is due to the play area repairs still had not been done after the fire and then a RoSPA inspection would be required prior to the council agreeing to the transfer.
 - o Pelham Place (Bellway), discussions would take place regarding the public open space and play areas to be transferred to the council.
 - o Village Hall new tenants lease would hopefully complete this week.
 - o Cricket Pavilion lease, a 25 year lease had been requested by Hailsham Cricket Club, Cllr D White to review the lease agreement.
 - o Website, the Clerk reported improvements were ongoing.
- Highlights deadline 11th August
- ES Highways account
- How long would council like to keep financial records? Law changed to indefinite, the Clerk to investigate if that means paper or digital and report back.

PCH 036.07.23 **Chairman’s report:**
Nothing further to report.

PCH 037.07.23 Cllr P Young thanked the groundsman for cutting the hedge around the Dog Park and advised that his daughter would be contacting Wickes Community Projects for replacement parts for the broken equipment.

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Councillor David White – Chair

Cllr P Young reported that there is a water leak from the Cricket Pavilion down towards the substation off Houghton Way, this had been reported to Southern Water. He also advised that Southern Water re currently surveying and mapping the drains throughout the parish.

Meeting Closed at 9.15pm

Jenny Hoodless
Parish Clerk

13th July 2023

Next Meetings:

Planning & Environment Committee

Wednesday 26th July 2023 6.30pm

Finance Committee

Wednesday 26th July 2023 7.30pm

Planning & Environment Committee

Wednesday 9th August 2023 7pm

Planning & Environment Committee

Wednesday 23rd August 2023 7pm

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Signed: **Date:**

Councillor David White – Chair