



THE PARISH COUNCIL OF HELLINGLY

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Minutes of the **Parish Council Meeting** held on Wednesday 10th May 2023
At 7.30 pm at Hellingly Community Hub

PCH 001.05.23 to PCH 016.05.23

PCH 001.05.23 The Clerk asked for nominations for Chair, Cllr C Jackets proposed Cllr D White, Cllr G Hesselgrave seconded and all other councillors voted in favour. Cllr D White confirmed as Chair.

PCH 002.05.23 The Chair, Cllr D White asked for nominations for Vice-Chair, Cllr G Hesselgrave was nominated by Cllr D White and seconded by Cllr C Jackets and all councillors voted in favour. Cllr G Hesselgrave confirmed as Vice-Chair.

PCH 003.05.23 Cllr D White welcomed all the new councillors and wished them luck for the next four years.

PCH 004.05.23 Council voted (co-opted) David Miles to fill the one councillor vacancy.

Present: Councillors: D White (in the Chair), G Hesselgrave, P Milne, W Hesselgrave, F Lulham, S Davis, C Jackets, D Miles, J Seale V.Tourle, P Young, J Castle, S Gander, D Lewin and County Councillor N Bennett.

Apologies for absence: Cllr V Lee

Official Clerk/Officer: Jenny Hoodless (Clerk) and Tracy Dean (Deputy Clerk)

Members of the Public: None

Declarations of Interest: Cllr S Davis declared a pecuniary interest in agenda item 15g.

PCH 005.05.23 Council agreed Committee Members and the Chairs for all the relevant committees.

PCH 006.05.23 Council agreed HPC representatives for outside bodies/committees.

PCH 007.05.23 The **Minutes of the Parish Council** Meeting held on Wednesday 12th April 2023 were approved (by Council) and signed (by Chair, Cllr D White).

PCH 008.05.23 **Matters arising:**
PCH 088.02.23 PA Sound System – Council approved the purchase of the equipment for the Hub needs at a cost of £5,756 and put to WDC to cover the additional cost of £10,922 for the Conference equipment. The Clerk to liaise with WDC and then place the order with the appointed contractor.
PCH 094.03.23 Burfield Grange (Bovis) traffic lights – Cllr D White reported that traffic lights are to be installed at the junction of Dunnock Lane (Bovis) and Snowdrop Gardens as per the s278 agreement between county council and the developer, date of installation TBA.
PCH 096.03.23 Fire Exit Door sensors – being installed 19th May
PCH 096.03.23 Washer/Dryer arrived at the Hub, awaiting plumber to connect.
PCH 088.02.23 Directional sign at the new junction has now been installed on four land. County Councillor N Bennett to approach Highways to cover the cost as the road layout had been changed to accommodate the new development.

PCH 104.04.23 Field Close hedge cutting update – the trees had been cut back but not the hedge and now will have to wait until the autumn as currently nesting season.
PCH 104.04.23 Potholes – the new contractor, Balfour Beatty had started on 1st April 2023 and would be working with the standard 11 gangs to carry out repairs.
PCH 110.04.23 New Councillor training has been booked for Saturday 20th May 11.30am for 3-4hrs, the Clerk asked again for confirmation from everyone if they are attending or not.

PCH 009.05.23

District Councillor's Report

Cllr D White reported that the next full District Council meeting would take place on 24th May. The recent election results had resulted in a hung council, with no one party taking control. It had been agreed that a consensus must be reached by 16th May 2023 on appointing a leader, cabinet and how the council would work together.

PCH 010.05.23

Council **approved** the following Annual Governance & Accountability Returns & Documents:

- a) Internal Auditors Report
- b) AGAR Form 3, Sections 1 & 2
- c) Notice of elector's rights
- d) Bank Reconciliation Proforma Section 2, Box 8 of AGAR Form 3
- e) Explanation of Variances y-o-y in Section 2 of AGAR Form 3
- f) Reconciliation between Section 2, Boxes 7 & 8 on AGAR Form 3
- g) Asset Register – to be updated, therefore, approval had been deferred to the next council meeting in June.

PCH 011.05.23

Council **approved** the following Key Documents

- a) Standing Orders
- b) Financial Regulations (amended)
- c) Complaints Procedure
- d) Review of Effectiveness of Internal Control
- e) Annual Risk Assessment

PCH 012.05.23

Council **approved** the following Financial Matters:

- a) Annual Insurance quote of £6,106.51 an increase of 13% y-o-y due to increase the Employers Fidelity cover and adding LHB additional land.
- b) The bank reconciliation for 01 – 30th April 2023
- c) The lists of payments (**£34,349.75**) and receipts (**£147,085.44**)

Breakdowns:

Payments

Large amounts

£1,722.00 air con unit repairs which is being paid for by insurance
£4,935.31 annual charge from Hailsham TC for Youth Hub staff
£1,190.47 SALC/ESALC etc annual subscriptions
£2,445.87 3 months gas at the Hub
£12,980.59 total salaries
£1,418.00 Hire deposits returned
£9,657.51 General

Receipts

| | |
|---------------------------------|------------|
| Hub Income | £4,425.00 |
| Hub Deposits | £1,280.00 |
| CIL | £53,772.94 |
| 1 st Half of Precept | £86,670.50 |
| Other receipts | £937.00 |

- d) Note the balance sheet as at 30.04.23
- e) Note the earmarked reserves.
- f) Note the monthly direct debits.

