



# *Iden Parish Council*

## **Minutes of Meeting held on 3<sup>rd</sup> November 2020 7.00pm, Oxenbridge**

### **Notices**

The chairman expressed the council's condolences to the family of Jim Fiddimore who had passed away recently. Jim had served on the council for 20 years including a stint as Chairman, which was appreciated by the community.

Jim and Jill Wood were thanked for the use of the barn

### **Present**

Councillors R. Griffin (Chairman), P. Allard, M. Miller, G. Say and J Wood

In attendance: Clerk M. Philo

Members of the Public: 6

### **1. Apologies**

County Council K Glazier had sent his apologies.

### **2. Disclosure of Interests**

Councillor Miller held a non-prejudicial interest in the planning application regarding East View.

### **3. Approval of the Minutes of the Previous Meeting**

**It was resolved to agree the minutes of the 7<sup>th</sup> September as a true record.**

### **The meeting adjourned at 7.34pm for County and District Councillors Reports and Public Questions**

#### **Lockdown Two**

For this short lockdown, waste centres would remain open, road works would continue, and garden waste would remain unchanged. Most Rother Council workers would work from home and only go into the office when necessary.

#### **New Rother District Chief Executive Officer**

The position of Chief Executive Officer had been shared. Structural changes to the council had been made and Malcolm Johnson had taken on the whole job.

#### **Rother Mid Term Budget Report**

The report anticipated a £5 million deficit, and it was not sure that a central government grant would fill the hole. Rother's total budgeted expenditure for the year is £185 million. At the current rate, the council reserves which were being used to cover some costs would run out by 2024.

### Free Parking During December

It will be free to park in Rother Council Car parks on Saturdays and Sundays in December including Boxing Day except for Battle where parking would be free on Thursdays and Saturdays. Rother had started its regular review of car park charges.

### Civil Parking Enforcement

Civil enforcement of parking had been running since 29<sup>th</sup> September and there was less illegal and nuisance parking. Obtaining a tradesman parking licences was currently slow. A resident noted that the lack of tariff on the outside of meters and no instructions on how to use the meters was confusing many residents. Shop Keepers and their employers had moved their cars from the centre of Rye to Military Road.

### Garden Waste Bin Collection at Readers Lane

A member of the public mentioned that the Garden waste collection has regularly missing out part of Readers Lane.

### Footpath Gate at Stream Cottage

A request was again made for this gate to be repair as it was becoming very difficult to move the gate. Unfortunately, it was still the case that the County Office was not allowing any repair work with the pandemic risk still considered high.

### Roadside Hedge at Twin Sisters

It was clarified that it is the landowner's responsibility to cut back hedges encroaching on the road.

## **The Meeting reconvened at 7.51pm**

### **4. Planning**

#### 4.1 Enforcements

None

#### 4.2 Planning Decisions made by Rother District Council since the last meeting

None

#### 4.3 Applications voted on by the parish council

**RR/2020/1640/P Randolphins, Randolphins Lane – Installation of Photovoltaic panels in adjacent field – It was resolved to support**

**RR/2020/1692/L and RR/2020/1691/P East View, Main Street – Demolition of existing single storey extension and erection of new single storey extension – It was resolved to support but once considered appropriate by planning officers.**

### **5. Finances**

#### **5.1 Financial Information**

##### Second Quarter Financial Report

Receipts for July to September totalled £9,502.90. The majority £8,000 being the final share of precept. Income from the new burial ground came to £1,200 and £150 donation from Hastings Direct for the council's donation to Rye Food Bank. The remainder being £152.06 from Appledore and Pett Parish councils as their share of the new printer for the clerk and inks for it. Bank interest – 84p

Expenditure totalled £1,856.82, almost all of which is council running costs and £137.00 paid to East Sussex County Council for the additional verge cuts. During August the Clerk used the good weather to rub down and varnish the bench in the garden of contemplation and two benches on the playing fields constructed by the footpath team. The council noticeboard received a sanding and oiling too. Cost to council no more than £5.00. The signs on the gate

on the playing field and new burial ground were washed.

The council is working on renewing some of the signs for the playing field and has requested the overgrown hedge/undergrowth to be cut back in the parking area for Iden Playing Fields. Similar work is planned for the garden of contemplation to bring light to the area. Once that is completed it is hoped that the now revived hedging from the war memorial will be planted there.

The Clerk has chased for news on the annual return.

The contractor cutting the grass had confirmed that his charges would remain the same for next year. The initial budget that had been circulated to councillors anticipated expenditure would remain the same and so the precept could remain the same.

## 5.2 Bank Balances

Bank balance as of 30<sup>th</sup> September £25,302.90

## 5.3 September Receipts

£0.08	September Bank Interest
£8,000.00	Rother District Council: Precept last and final instalment

## 5.4 September Payments

£452.05	September Salary
£9.51	Pett PC: Share of Mobile Phone for Clerk
£0.72	Pett PC: Share of annual increase catch up payment for Clerk's mobile (no Vat)
£3.33	Appledore PC : Share of box of paper for Clerk (no vat)
£41.70	September salary allowance
£164.40	RoSPA Playsafe Ltd: Annual inspection of play area and playing field (vat £27.40)

## 5.5 It was resolved to make the following payments

£473.55	Clerk's monthly salary
£41.70	Clerk's salary allowance
£108.16	2019 Clerk's back pay
£129.80	2020 Clerks back pay
£75.00	Rother association of Local Councils and Geosphere online mapping subscription
£156.00	Rother District Council: Dogs waste bin empty annual fee (vat £26.00)
£9.51	Pett PC: Share of monthly mobile phone
£80.00	Refund C Carle: Bulbs and plants for war memorial garden
£100.00	Donation to British Legion
	Charge Card Direct
£36.00	Word press fee to remove adverts
£89.99	Mcafee laptop security annual fee
£59.99	Annual Personal Microsoft subscription

## 6. New Play Area Sign

**It was resolved to pay for a replacement sign for Iden play area £135.30 (vat £22.55)**

## 7. Future Meeting and Delegation to the Clerk

Following discussion there was a preference to wait till January for the next meeting in the hope that it could be a face to face one. **Until the next meeting, it was resolved to delegate to the clerk the daily running of the council until the September council meeting. Consideration of**

**planning issues and any other major issue to be delegated to the Clerk in consultation with the Chairman and Vice Chairman as per the schedule attached.**

## **8. Review of Burial Ground Changes**

The fees proposed were comparable with neighbouring authorities. **It was resolved to agree the proposed increases which would apply for the 1<sup>st</sup> January 2021.** Councillor Miller would look into using the garden of contemplation for the interment of ashes.

**It was further agreed to the request for an elm tree to be planted close to the expired elm tree on the playing field in memory of David Piggott. The tree and planting would be arranged by his family.**

## **9. Iden Playing Fields and Pavilion**

Closed Sports Pavilion

The pavilion had not been opened since 2018. The water was still off.

Ash Trees Encroaching on Power Lines in All Saints Graveyard

UK Power Network had finally pruned and pollard the trees appropriately. The wood had been removed by the neighbour and Mrs Bourne and Mrs S. Coleman were thanked for clearing up and pruning the Ornamental Pear Tree. Two small trees (an Elderflower and Sequoia) had expired in the summer. These were safe at the moment but should be removed in the spring.

## **10. Information for Councillors**

Remembrance Service

A brief and socially distanced Remembrance Service would be held at the war memorial on Sunday 10<sup>th</sup> starting at 10.50am. Masks would have to be worn and attendees' names would be noted.

Think Speed Signs

The Clerk had obtained a few signs from Highways which could be used for about two months before removal to remind drivers to check their speed.

Lighting Gardens for Christmas

A resident had suggested that residents could decorate their front gardens for Christmas to lift everyone's spirits.

Finger Post near Iden Stores

The Clerk had heard from the contractor regarding the fingerpost and they had advised that the liquid exuding from the bottom of the main upright was a glue. It was unusual but would not affect the post. The contractor had suggested installing some collars to prevent damage from strimming.

## **11. Date of Next Meeting**

Tuesday 5<sup>th</sup> January 2021, 7.30pm. Face to face or zoom to be decided nearer the time.

## **Schedule of Delegation to Clerk during COVID-19**

### **1. Introduction**

The powers and duties set out in this scheme are delegated to the Clerk. The Clerk is also the Council's Responsible Financial Officer and Proper Officer and responsible for the management of the council.

### **2. Extent of Delegation**

All delegated functions shall be deemed to be exercised on behalf of and in the name of the council.

The Clerk will exercise these powers in accordance with:

- I) Approved budgets
- II) The Council's Financial Regulations
- III) The Council's Policy Framework and other adopted policies of the Council
- IV) All statutory common law and contractual requirements

The Clerk may do anything pursuant to the delegated power or duty, which would be lawful for the Council to do including anything reasonable implied or incidental to that power or duty.

### **3. General Matters**

The Clerk is authorized to

- I) Sign any Order, Deeds or documents necessary to give effect to any of the matters contained in reports or in any resolution passed by the council.
- II) Take any proceedings or other steps as may be necessary to enforce and recover any debt owing or other obligation due to the council
- III) Institute and appear in any legal proceedings authorised by the council
- IV) Alter the date or time of a council meeting
- V) Decide arrangements for the closure of council property
- VI) To act as the council's designated officer for Freedom of information requests
- VII) To apply for planning consent for the carrying out of any development by the council
- VIII) To respond to consultation on planning applications in consultation with the Chairman and Vice Chairman
- IX) To respond to complaints made under the council's complaints procedure
- X) To manage, monitor and review the council's internal control procedures
- XI) To manage, monitor and review the council's risk management strategy

### **4. Financial Matters**

The Clerk is authorized to:

- I) Be the Responsible Financial Officer for the purposes of Section 151 of the Local Government Act 1972
- II) Operate the council's banking arrangements
- III) Incur expenditure up to a maximum of £1,000 for any emergency to keep the council and its assets running in consultation with the Chairman. Otherwise to incur expenditure up to the limits as budgeted
- IV) Pay all accounts properly incurred
- V) Pay all subscriptions to organisations to which the council belongs
- VI) Make all necessary arrangements for the provision of an internal and external audit service for the council
- VII) Incur expenditure on revenue items within the approved budgets
- VIII) Enter into leasing and contract hire agreement if necessary
- IX) Accept quotations or tenders for work or services (where tenders are required by the council's financial regulations), subject to:  
The cost not exceeding the amount approved estimate  
  
The tender being the lowest price or the most economically advantageous to the council according to the criteria set out in the tender documentation  
  
All the requirements of the council's financial regulations being complied with
- X) Carry out virement of sums between cost centres in accordance with the council's financial regulations
- XI) Maintain a register of assets and inventory
- XII) Determine the council's insurance requirements on the council's behalf
- XIII) Determine community grant applications in consultation with the Chairman and Vice Chairman

## **5. Property Matters**

The Clerk has, in consultation with the Chairman and Vice Chairman, the authority to manage the land and property of the council including

- I) The granting of easements, wayleaves and licenses over council land
- II) Initiating legal action or proceedings against unlawful encampments or encroachments on council land
- III) Directing the custody of Town Council property and documents in accordance with the provisions of Local Government Act 1972 S226
- IV) Serve requests for information as to ownership occupation and other interests in land for the purposes of any function under their control
- V) Appoint consultants and other professionals to carry out any function and provide any service under their control