



Iden Parish Council

**Minutes of Meeting held on
1st May 2018 at 7.30 pm at Iden Village Hall**

Village Notices

Iden Stores Association would be holding its AGM in the 14th June at 6pm in the village hall.
Congratulations to Ken Fairhall on his 90th birthday last month.

Present:

Councillors:, Mr. R. Griffin, Mr. M. Miller, Mrs. P. Riley and Mr G. Say.

In attendance: District Cllr. P. Osborne and Parish Clerk Mrs. M. Philo.

Item No.		
1.	Election of the Chairman	Cllr. Griffin was nominated by Cllrs. Miller and Say. Having accepted the nomination, it was resolved to elect Cllr. Griffin as Chairman till the next annual meeting of the parish council. The chairman signed the acceptance of office. Local elections order 2012(SI No 1456)
2.	Election of the Vice Chairman	Cllrs. Griffin and Miller nominated Cllr. Say. Having accepted the nomination, it was resolved to elect Cllr. Say as Vice-chairman till the next annual meeting of the council. Best Practice
3.	Disclosure of Interest on Agenda Items Apologies	None. Code of Conduct Cllrs Glazier, Hart and Wood. LGA 1972 sch12,12
4.	Minutes	Minutes of the parish council meeting on 3rd April 2018 were agreed and signed as a true record. LGA 1972 sch12,19.1
		The meeting was adjourned
	County and District Councillors' Reports	
	Parking Civil Enforcement	The police would be enforcing parking regulations while the district council sought approval for civil enforcement.

	Potholes	The hole outside Conkers had been dealt with. There were still several outstanding. Residents were requested to continue reporting them to highways.
	Camber Beach and Traffic Control	The new systems had been put to the test with the recent good weather at the weekend and had coped well. Parking ticket machines had run out of change. This would be resolved with the credit card payment facility being installed on machines. Approx. 12,000 people had visited the beach.
	Public Questions	
	Scrambling Dates	The latest dates had been put on the noticeboard.
		The meeting was reconvened.
5.	Appointments	
	Internal Auditor	It was resolved to appoint Mr. T. Stanton as internal auditor for the current financial year.
	Iden Community Emergency Forum	It was resolved to appoint Cllr. Wood to serve on Iden Community Emergency Forum.
	Iden Pavilion Association	It was resolved to appoint Cllr. Griffin and Cllr. Say as council representatives on Iden Pavilion Association
	Rother Association of Local Councils/ East Sussex Association of Local Councils	It was resolved to appoint Cllr. Miller as representative on Rother Association of Local Councils and Sussex Association of Local Councils
	Play area	It was resolved to appoint Cllr. Riley to take a lead regarding the Play Area Management Plan/ Schedule.
6.	Planning	Details on applications can be found on Rother District Council Website. Town and Country Planning Acts 1990 sch1/2010
6.1	Enforcements	None advised to the Clerk.
6.2	R.D.C. Planning Decisions	RR/2018/47/P – Partridge, Main Street: Repair works to the exterior of the building. - Granted.
6.3	Applications Received	None.
7.	Finances	I.P.C. Financial Regulations
7.1	Year End Financial Report	Report attached.

7.2	Council Asset List	The clerk reported on the updates made as a result of the acquisitions for the year.
7.3	Receipts	£ 7,000.00 50% Precept - Council tax support grant has finished.
7.4	Payments	<p>£ 440.75 Clerk's Salary for 8 hours per week. Standing Order.</p> <p>£ 41.70 Clerk's administration costs: room £30, car £11.70</p> <p>£ 145.08 Dog Bin Waste Collection Annual charge for once a week collection (£23.40 VAT)</p> <p>£ 125.00 Local Councils Public Advisory Service : Data Protection Officer Service - annual fee. Reduction as the Clerk had introduced several councils to their service.</p> <p>Charge Card</p> <p>£ 215.76 Care Signs : Restoration of Iden Village roadside signs (vat £35.96)</p>
8.	Council Insurance Cover	<p>The Clerk advised that following the discussions regarding the bins and benches on the council assets list, cover for bins was deleted as the price of a bin barely exceeded the excess. The value against the play equipment had increased by more than the retail value index to reflect current replacement costs.</p> <p style="text-align: right;">Best Practice</p>
9.	Data Protection	<p>It was resolved to agree the following policies: email disclaimer, data protection policy, privacy notice, cemetery privacy notice, information protection policy.</p> <p>It was resolved to purchase a further portable hard drive to act as a second back up as opposed to cloud storage. Data Protection Laws</p>
10.	Schedule of Council Meetings	It was resolved that the ordinary parish council meetings would take place on the first Tuesday of the month except for August.
11.	Iden Playing Fields and Pavilion	
	Pavilion Meeting/Cricket Club Meeting	The cricket club had not attended the meeting of the 25th April. No explanation had been given by the club. The Clerk was instructed to write to the club to organise a meeting as a last attempt to resolve the non payment of fees due, prior to taking more serious action.
	Moveable Practice Nets	It was reported that the nets had been moved by recent strong winds. The clerk was requested to ask the cricket club tether them.

	Bins within the playing fields	The current grass cutting contractor had advised that they had been unable to obtain the necessary approvals/licenses to empty the two bins within the park. As this was the third contractor that had advised the council that they could not collect the bins, the Clerk was advised to remove the two bins. One bin was to be left with the parking area bins as a trial to make sure the bins did not overflow. Signs were to be put up explaining the reason for the bins being taken away and requesting the public not to litter.
12.	Fete	The clerk had spoken to the insurance company to clarify how the council would be affected if a claim was made against a third party stall holder who held a lower amount of public liability insurance. It was advised that the council insurance would only be involved if the council was found to be at fault. In complicated cases it can take a long time to resolve who was at fault.
13.	Risk Assessment	Best Practice
	Play area	The Clerk advised that a bench from the pavilion had been placed within the play area. Unfortunately the seat would not pass the safety inspection. The inspection was scheduled to take place in June. The Clerk would organise the benches return.
	Finger posts	The clerk had submitted the grant application for funding to highways.
14.	Information for Councillors	
	Neighbourhood policing	Inspector Dan Russell had confirmed that he would attend the July meeting at 7pm.
	New Model Standing Orders	An updated version had just been published by the National Association of Local Councils. The council would aim to review these and agree them in the next few months.
	Financial Regulations	The review of these would be completed shortly.
	Electronic Agendas	As a result of the recent printing problem that arose the clerk suggested that the council should agree to receive agenda by emails to deal with emergencies.
	Online banking	The Clerk advised that once a councillor with full signatory power registered for online banking they would be able to set the level of authority for the clerk. The Clerk's authorisation for payments could be set to £0 and anywhere above that with and without authorisation from others.

	Parkwood	Since the Clerk had provided contact details for Optivo (housing association that took over from Amicus Horizon), a resident of Parkwood had contacted Optivo about the poor maintenance of the exterior of the homes and roads there. An inspection by Optivo had been scheduled.
	Clerk's Holiday Hours	The Clerk requested confirmation of the holiday allowance in her contract.
	Air Ambulance Letter	A councillor had received a letter requesting a donation. This was to be put on the agenda for next month.
	Payrise for Clerks approved by Nalc	An item for the next months agenda.
15.	Date of Next Meeting	The next meeting would be Tuesday 5th June 2018 at 7.30pm in Iden Village Hall.
16.	Iden War Memorial	Pursuant to section 1)2 of the public bodies (admission to meetings)Act 1960 it was resolved that, because of the nature of business to be transacted, the public and press to leave the meeting during the consideration of Iden War Memorial: response to solicitor. Following discussion the Clerk was asked to ascertain further information prior to the council's response.