

Parish Clerk
The Council Office, The Triangle,
Willingdon
East Sussex BN20 9PJ
www.willingdonandjevington.org.uk



Office Hours 9 am to 1 pm
Monday to Friday

Telephone: 01323 489603
email: parishclerkwjpc@btconnect.com

The minutes of the meeting of the Full **Parish Council Meeting** held
On **Monday, 17th February 2020** at Willingdon Community School, Broad Road, Willingdon at 7.30 pm

Present: Cllrs John Pritchett BEM (Chairman), Ben Clennell (BC), Martin Cooper (MC), Howard Coote (HC), Stuart Freeman (SF), Jim Gleeson (JG), Paul Hayes (PH) Christina Lynn (CL), John Martin (JM), Les Moor (LM), Gareth Morgan (GM), Ian Nisbet (IN), Fran Pritchett (FP), Daniel Shing (DS), Stephen Shing (SS), Andy Watkins (AW), Ryan Weedon (RW).

In attendance: Stephen Keogh (SK) (Parish Clerk)

Item	Subject	Action By
C20/75	<u>Apologies for absence</u> There were apologies received from Cllr Rebecca Preston who was on holiday. Cllrs Stephen and Daniel Shing had reported that they would be late due to ESCC work. Cllr Douglas Murray was attending Polegate Town Council meeting. These apologies were NOTED.	
C20/76	<u>To accept and adopt the minutes of the Parish Council meeting held on Monday 16th December 2019</u> <u>RESOLVED:</u> To accept and adopt the minutes of the Full Council meeting held on Monday 16th December 2019 and these were signed by Cllr J Pritchett.	
C20/77	<u>Declarations of interest relating to items on this agenda</u> There were no Declarations of Interest relating to items on this agenda.	
C20/78	<u>Public question time</u> A resident Colin Campbell asked: With the recent rain and storms, the road at Wannock Road, close to the Diplocks Gate is always flooding and this is a concern. Clerk to contact the ESCC Highways. The resident is a member of the library trust and asked about the heating system as the clocks are in need of renewal. The Clerk explained that the company used by the County Council, had carried out the servicing of the system and were aware that the timer was not ideal. The resident asked if the library accounts will be available to the Council. The Clerk explained that he has asked for the accounts to be available, this has been promised once they have been audited. Clerk to follow up.	SK SK
C20/79	<u>Report of Council Chairman and questions from Members</u> The Report was NOTED.	
C20/80	<u>Report of Parish Clerk and questions from Members</u> The Report was NOTED. Cllr Freeman commented that all the signage at the Memorial Hall had been donated and belonged to the Parish Council. The Clerk would check the details with the Chair of the Memorial Hall, Maureen Seabrook.	SK

C20/81	<u>Reports of County and District Councillors and questions from Members</u> <u>This item was postponed until the arrival of Cllrs Daniel and Stephen Shing</u> These reports were NOTED. Members asked about the potholes at various roads. Cllr Shing explained that the repair work is ongoing and that the costs should be better controlled with the new contract. The holes should be reported and repaired in 28 days. Cllr Freeman commented that temporary works are not successful in the current weather and that they need to be painted and marked more clearly to stop vehicles driving in them.													
C20/82	<u>Questions to Committee Chairmen and minutes for adoption by Full Council</u> <u>RESOLVED: Members agreed adoption of the following minutes:</u> <table><tr><td>a) Amenities - 6th January</td><td>Cllr Moor</td></tr><tr><td>Cllr Coote asked for confirmation of the missing sentence of minute 20/42</td><td></td></tr><tr><td>b) Finance and General Purposes –3rd February</td><td>Cllr Watkins</td></tr><tr><td>c) Library Committee –27th January 2020</td><td>Cllr Nisbet</td></tr><tr><td>d) Planning –16th December 2019, 6th& 27th January 2020</td><td>Cllr F Pritchett</td></tr><tr><td>e) Recreation Grounds –20th January</td><td>Cllr Gleeson</td></tr></table> <i>*Cllr S Shing Arrived at 7.45pm*</i>	a) Amenities - 6 th January	Cllr Moor	Cllr Coote asked for confirmation of the missing sentence of minute 20/42		b) Finance and General Purposes –3 rd February	Cllr Watkins	c) Library Committee –27 th January 2020	Cllr Nisbet	d) Planning –16 th December 2019, 6 th & 27 th January 2020	Cllr F Pritchett	e) Recreation Grounds –20 th January	Cllr Gleeson	
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C20/83	<u>Recommendations from the Finance and General Purposes Committee 3rd February 2020</u> i) <u>Review of Council Policies</u> <u>Code of Conduct</u> It was RESOLVED that the Council would adopt the 2020 Code of Conduct which will be reviewed at full council. <u>Lone Working</u> It was RESOLVED that the Council would adopt the Lone Worker Policy. <u>Environment Policy</u> It was RESOLVED that the Council would adopt the Environment Policy. <u>Allowances for Councillors</u> It was RESOLVED that the Council would adopt the Councillor Allowances Policy. The allowance, which was set by an independent remuneration panel at £413 per Member would be paid in 2020-20 quarterly. Members would need to inform the Clerk whether they wish to accept the allowance. This information will be available on the website. The Clerk explained what the allowance was meant to be used for and that child care and carer costs were allowed. Travel and transport is a separate amount and is only payable when Councillors are on agreed business outside the Parish. Cllr Weedon asked if there was a more logistical way of supporting members rather than just a financial one. <i>*Cllr D Shing Arrived at 7.55pm*</i>	SK												
C20/84	<u>Council Meeting Dates, Alternative Venues</u> It was RESOLVED that the Council would adopt the meeting dates as set out by the Clerk for 2020/2021. The Clerk’s verbal report was NOTED. Members NOTED that the Memorial Hall, Wannock Hall and Trinity Hall were not available on a Monday. More work was required to ensure that the rooms being used were suitable. The Clerk was encouraged to contact the Primary school and St Wilfrid’s Church to check availability and suitability.	SK												

C20/85	<u>New Printer for Office</u> It was RESOLVED that the Council would continue to use Canon copiers and enter into an agreement for a new model printer. The cost saving along with the environmental benefits attached to the new machine was NOTED .	
C20/86	<u>Reports of Parish Representatives</u> i) WDALC The Minutes of the WDALC meeting were NOTED . ii) Polegate Windmill Trust No report was received from Cllr Freeman. iii) Willingdon Memorial Hall Cllr Martin was not present and no report received. ii) Wannock Hall The report was NOTED . iii) Jevington Village Hall & Sports Club The Minutes of the Jevington Residents Association meeting were NOTED . iv) Tree Warden No report was received from Cllr Freeman. v) Cuckmere Community Bus The committee only met twice a year so there was no report at this time.	
C20/87	<u>Financial Update</u> The Clerk had previously circulated copies of Income & Expenditure and Balance Sheet for the 3rd quarter. <u>RESOLVED:</u> i) NOTE the income and expenditure for the year to date 2019/2020 ii) APPROVE the payments list for £78,372.68 for the 3rd quarter iii) NOTE the reconciliation for the third quarter.	
C20/88	<u>Risk Management – to consider the effects (if any) arising from items on the agenda</u> None No risks have been recognised.	
C20/89	<u>Other urgent Items</u> The Clerk highlighted a letter from the environment agency highlighting the maintenance work to be carried out on local rivers.	
C20/90	<u>Date of next meeting</u> Monday 4th May 2020	

Meeting closed 9.15pm

SignedChairman