

MINUTES OF THE POLICY & RESOURCES DEVELOPMENT COMMITTEE  
MEETING HELD ON TUESDAY 11<sup>TH</sup> OCTOBER 2016

**PRESENT:** Cllr. Goodchild (in the Chair), Cllrs. Bunyan, Clifford, Rook, Swann, and Veitch.

**APOLOGIES:** Cllr. Holmes.

**Declaration of Interests, Dispensations, Predetermination or Lobbying:**

Members are required to declare any interests, dispensations, predetermination or lobbying on items on this agenda. Members are reminded that changes to the Register of Interests should be notified to the Clerk.

**32/16: Internal Finance Check:**

Cllr. Swann confirmed that the internal finance check had been completed and everything was in order.

**33/16: Authorisation of payments made after the September meeting:**

A list of payments made after the September meeting, is filed with these minutes.

**34/16: Cheques for Payment:**

Cheques for October were signed for payment as per the list filed with these minutes. It was proposed by Cllr. Goodchild, seconded by Cllr. Swann and agreed to authorise payment of the cheques as presented.

These included:

Policy and Resources	£10,710.67
Burial and Properties	£ 2,103.75
Environmental Management	<u>£ 6,916.90</u>
Total	£19,731.32

In response to Cllr. Clifford, Cllr. Swann confirmed that TWBC pay for the business rates, electricity supply and cleaning costs for the Information Centre as part of the Licence Agreement.

**35/16: Staffing:**

Cllr. Goodchild stated that all Members were aware of the cataclysmic decision of the current Clerk to retire after 47 years in Local Government. The Clerk confirmed that when the Deputy Clerk was appointed that it was understood that she would undertake the necessary training to take on the role when she retired. Advice from KALC had been sought to ensure that we were not contravening any employment law by not advertising the position. The Deputy Clerk stated that she was happy to accept promotion to the role of Clerk. It was proposed by Cllr. Rook, seconded by Cllr. Swann and agreed that Lori Ham take on the role of Clerk from 1<sup>st</sup> November 2016, and that we would operate with two Clerks until Coral Kirkaldie retired at the end of the year.

Members discussed the requirements of future staffing levels. Taking into consideration the increasing workload, it was agreed to advertise for the position of a full time Deputy Clerk. It was agreed that the vacant position be placed in the Wealden Advertiser, on the KALC website and our website as soon as possible. The Committee agreed to delegate the task of wording the advert to Cllrs. Goodchild and Veitch.

**36/16: Grant Applications:**

No applications had been received.

**37/16: Promotion of Parish Council:**

Cllr. Clifford requested that the Chairs of all the Committees advise him of any activities their Committees would like highlighted and promoted.

Cllr. Clifford advised Members that several other Parish Councils were now getting their Minutes published in the community correspondence column of the Kent Messenger and thought that we should consider doing so, however they would need to be more concise than in their present format. The Clerk confirmed to Cllr. Veitch that she continued to chase B.T. with regard to the new broadband connection to facilitate the recording of meetings in the Council Chamber that would allow for shorter written Minutes. Cllr. Clifford confirmed that it would remain the practice that anything sent for publication would be with the approval of the Chairman.

Cllr. Clifford updated the members that the working group of himself and Cllrs. Holmes and Warne were making good progress with the launch of a community magazine, which it was hoped could be a self-funding publication. He would like to formally invite Cllr. Warne to the next meeting of the Policy & Resources Committee, at which time they expect to be in a position to deliver a proposal. He was currently looking into options for delivering the quarterly magazine to every household, initial enquires with Royal Mail for costings appeared to be very reasonable. Cllr. Veitch highlighted a previous issue when Royal Mail were used to deliver the car park poll, as there was a cross over between postal codes and parish boundaries so not all parishioners received their information. Cllr. Clifford suggested as it did not affect many households then perhaps we could consider posting those?

**38/16: Items for Information:**

Cllr. Swann reminded Members that it would soon be time for budgets to be discussed and advised that the Government were introducing a cap on parish council precepts. At present it only affects those with a precept in excess of £500,000.00 so does not include us, however it maybe a consideration in future years.

In response to Cllr. Swann, Cllr. Veitch confirmed that Carole Wanless had selected the interviewees for the Community Centre Fundraising Feasibility Study. They had all been contacted and were happy to be interviewed.

Cllr. Swann tabled a flyer that he had received advertising the Crane Valley Land Trust and what they were promoting. Nancy Warne had suggested that a positive way forward would be to facilitate a meeting/presentation from Stephen Hill, their consultant, to give to the Parish Council, TWBC officers/policy makers and possibly representatives from High Weald AONB, CPRE etc. The purpose being to share, inform, educate, engage, offer possible solutions to the aspirations from both TWBC and the Cranbrook & Sissinghurst communities. Members agreed that they would be invited to the January Full Council meeting.

Cllr. Rook stated that he had received excellent feedback on the recent Apple Fair which by accounts had gone extremely well.

Cllr. Veitch advised Members that one of the planning conditions attached to the Community Centre application was to submit a slow worm management plan to TWBC by the end of October. She had contacted Marcus Fry from Greenlink Ecology, the person responsible for the collection and relocation of the slow worms originally, who was familiar with what should be included in the management plan to undertake the writing of the plan.

Cllr. Veitch informed the Committee that she had written to the Co-Op Chief Executive urging them to make a speedy decision on access rights over the car park.

Cllr. Bunyan informed Members that she had recently attended a meeting at the Rugby Club concerning their forthcoming planning application which they hoped would be ready to submit this month. Although Members were supportive of their project it was agreed that we were unable to assist them in submitting the application on their behalf.

Cllr. Bunyan advised members that the new Head of Planning at TWBC was Karen Fossett.

Cllr. Veitch accepted Cllr. Rook's offer to attend the Parish Chairman's seminar being held on Thursday 10<sup>th</sup> November on her behalf as she was unable to attend.