

**Minutes of the Meeting**  
for Tuesday 29<sup>th</sup> May 2018 for 19:30hrs  
at the Reading Rooms, Station Road, Beddingham

<b>No:</b>	<b>Time:</b>	<b>Item :</b>	<b>Member:</b>
1 (29/05/18)	19:30hrs	<b>Welcome and Apologies:</b>	
		<p><b>In attendance:</b> Cllr Andrew Small [AS] chairman Cllr Johnny Denis [JD] vice chairman Cllr Kim King [KK]</p> <p>Damian Mooncie – G&amp;BPC Clerk &amp; RFO</p> <p><b>Apologies:</b> Nick Jones [NJ] Cllr Liz Brice [LB] Cllr Liam Jolly [LJ]</p> <p><b>Members of the Public (MoP)</b> Andrew Lusted (until 20:30hrs) Jane Pratley (until 20:30hrs)</p>	
1.1		<b>Electorate Address &amp; Correspondence</b>	
1.1.1		<ul style="list-style-type: none"> <li>Cllr Denis reported that Glynde Stores had requested that the Council consider signage in the village to direct people towards the villages key features</li> </ul>	
		<b>G&amp;BPC Resolution 553 (item 1.1.1   29/05/18)</b> G&BPC agreement by majority to consider village signage review at the next meeting with Glynde Estate to be coordinated by Cllr Denis	Cllr JD
2 (29/05/18)	19:35hrs	<b>To Agree the Business of the Meeting:</b>	
		<ul style="list-style-type: none"> <li>Agreed without change</li> </ul>	
2.1		<b>Register of Business Interests</b> to the Agenda 29/05/18:	
		<ul style="list-style-type: none"> <li>None declared at the onset of the meeting</li> </ul>	
2.2		<b>Resignation Of Cllr Richardson</b>	
		<ul style="list-style-type: none"> <li>It was noted that Cllr Richardson had resigned from office</li> </ul>	
		<b>G&amp;BPC Resolution 554 (item 2.2   29/05/18)</b> G&BPC agreement that Clerk will post a notice of Casual Vacancy following the retirement of Cllr Richardson	clerk
3 (28/03/18)	19:40hrs	<b>Minutes of Previous meetings   28/03/18</b>	
		<b>G&amp;BPC Resolution 555 (item 3   29/05/18)</b> G&BPC agreement by majority to accept that the minutes of the meetings 23/03/18 with highlighted amendments Clerk to file and display	clerk
3.1	19:45hrs	<b>Matters Arising:</b>	
3.1.1		<b>Glynde Train Station   Lighting &amp; Planting</b>	
		<ul style="list-style-type: none"> <li>Cllr King expressed the opinion that the urban style lights give off less light pollution than the current older style lantern and that the urban lights would blend into the design of the rail station.</li> </ul>	
		<b>G&amp;BPC Resolution 556 (item 3.1.1   29/05/18)</b> G&BPC agreement to contact Network Rail to have the station lights replaced to more suitable	clerk

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		design and that Network Rail should cover the full costs of replacement, with the Council to have a say on the preferred style	
		<ul style="list-style-type: none"> <li>The Council discussed the need to have some hedging place on the ramp embankment</li> </ul>	
		<b>G&amp;BPC Resolution 557 (item 3.1.1   29/05/18)</b> G&BPC agreement the clerk will contact Network Rail to discuss lighting and access and copy Cllr Denis into all correspondence	Clerk
3.1.3		<a href="#">Bench Update</a>	
		<ul style="list-style-type: none"> <li>The Clerk updated the Council</li> </ul>	
3.1.4		<b>G&amp;BPC Community Shield Council Logo</b>	
		<ul style="list-style-type: none"> <li>The Council discussed the redrafted logo</li> </ul>	
		<b>G&amp;BPC Resolution 558 (item 3.1.4   29/05/18)</b> G&BPC agreement that the redrafted council logo will be considered at the next meeting	clerk
3.1.5		<b>Community Governance Review Petition</b>	
		<ul style="list-style-type: none"> <li>The Council discussed the process to enable the petition to happen</li> </ul>	
		<b>G&amp;BPC Resolution 559 (item 3.1.5   29/05/18)</b> G&BPC agreement that Cllr Denis will contact Cllr Brice to take forward the process of gathering signatures and that the petition will be held as part of the Flowershow with a rota to gather signatures	Clerk
3.1.6		<b>Chalk Pit Project</b>	
		<ul style="list-style-type: none"> <li>The Council discussed the award of a Community Grant Fund</li> </ul>	
		<b>G&amp;BPC Resolution 560 (item 3.1.6   29/05/18)</b> G&BPC agreement the a Community Grant Fund award of £300.00 to Jacqui Misson as part of the Chalk Pit Project	Clerk
3.1.7		<b>Ranscombe Hamlet Signage</b>	
		<ul style="list-style-type: none"> <li>It was noted the new Hamlet signage was not yet in place</li> </ul>	
3.1.8		<b>Glynde Play Area</b>	
		<ul style="list-style-type: none"> <li>The Council noted that the cradle swing need replacing g</li> <li>It was noted that the play area inspection needs scheduling inspection</li> </ul>	
		<b>G&amp;BPC Resolution 561 (item 3.1.8   29/05/18)</b> G&BPC agreement that Cllr Denis will contact Firle School to gather play area improvement ideas	Cllr Denis
3.1.9		<b>PC Forward Plan</b>	
		<ul style="list-style-type: none"> <li>The Council discussed the idea of drafting a Parish Forward plan to capture the development it would like to achieve over the coming year</li> </ul>	
		<b>G&amp;BPC Resolution 562 (item 3.1.9   29/05/18)</b> G&BPC agreement that Clerk will draft the PC Forward Plan	Clerk
3.1.10		<b>PC Communications</b>	
		<ul style="list-style-type: none"> <li>The Council discussed the ways in which communication can be shared of council activities</li> </ul>	
		<b>G&amp;BPC Resolution 563 (item 3.1.10   29/05/18)</b> G&BPC agreement that Cllr Denis will submit draft to Parish Magazine on Council activities	Cllr Denis
4 (28/03/18)	20:00hrs	<b>Business Items:</b>	
4.1		<b>Trevor Arms</b>	
		<ul style="list-style-type: none"> <li>see minutes from Parish Meeting</li> </ul>	
5 (28/03/18)	20:30hrs	<b>Planning:</b>	
		<ul style="list-style-type: none"> <li>No new planning matter were brought to attention</li> </ul>	

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5.1		<b>Chairman's Report to the Meeting</b>																																																																																																
		<ul style="list-style-type: none"> <li>No report was given to the meeting</li> </ul>																																																																																																
6 (28/03/18)	20:45hrs	<b>Finance:</b>																																																																																																
		<ul style="list-style-type: none"> <li>The council acknowledged receipt of the reports</li> </ul>																																																																																																
6.1		<b>Financial Summary</b>																																																																																																
		<b>G&amp;BPC Resolution 564 (item 6.1   29/05/18)</b> G&BPC agreement that the Financial Summary   Period 10 & 11 are an accurate record of the accounts																																																																																																
6.2		<b>Payments List</b>																																																																																																
		<p><b>G&amp;BPC Resolution 565 (item 6.2   29/05/18)</b> G&amp;BPC agreement to release payments as:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th colspan="5" style="text-align: left; font-weight: normal;">Payments   Period 2:</th> </tr> <tr> <th style="width: 25%;"></th> <th style="width: 25%;"></th> <th style="width: 25%;"></th> <th style="width: 10%;"></th> <th style="width: 15%;"></th> </tr> </thead> <tbody> <tr> <td>Clerk Expenses</td> <td>Comms, Furniture &amp; Play Equipment</td> <td>Chq:1287</td> <td>£</td> <td style="text-align: right;">1,500.00</td> </tr> <tr> <td>Clean Cut Handyman</td> <td>Glynde Recreation Ground</td> <td>Chq:1288</td> <td>£</td> <td style="text-align: right;">220.00</td> </tr> <tr> <td>Clerks Salary</td> <td>D Mooncie   period 3</td> <td>Chq:1289</td> <td>£</td> <td style="text-align: right;">262.06</td> </tr> <tr> <td>Clerks Office</td> <td>June</td> <td>Chq:1290</td> <td>£</td> <td style="text-align: right;">30.18</td> </tr> <tr> <td>Clerks Salary</td> <td>D Mooncie   period 4</td> <td>Chq:1291</td> <td>£</td> <td style="text-align: right;">261.88</td> </tr> <tr> <td>HMRC</td> <td>PAYE 2018/19</td> <td>Chq:1292</td> <td>£</td> <td style="text-align: right;">22.40</td> </tr> <tr> <td>Zurich Municipal</td> <td>Insurance 2018/19</td> <td>Chq:1293</td> <td>£</td> <td style="text-align: right;">589.66</td> </tr> <tr> <td>Jolly Good Design</td> <td>PC Logo</td> <td>Chq:1294</td> <td>£</td> <td style="text-align: right;">180.00</td> </tr> <tr> <td>Glynde Estate</td> <td>Outstanding Ledger</td> <td>Chq:1295</td> <td>£</td> <td style="text-align: right;">7.71</td> </tr> <tr> <td>Clean Cut Handyman</td> <td>Glynde Recreation Ground</td> <td>Chq:1296</td> <td>£</td> <td style="text-align: right;">330.00</td> </tr> <tr> <td>Streetlights</td> <td>1st Half Year Maintenance</td> <td>Chq:1297</td> <td>£</td> <td style="text-align: right;">141.49</td> </tr> <tr> <td>Glynde Estate</td> <td>EDF Invoice   12/12/17 to 06/04/18</td> <td>Chq:1298</td> <td>£</td> <td style="text-align: right;">44.80</td> </tr> <tr> <td>Glynde Estate</td> <td>Fencing Repairs</td> <td>Chq:1299</td> <td>£</td> <td style="text-align: right;">388.71</td> </tr> <tr> <td>ESALC Ltd</td> <td>ESALC &amp; NALC Subs 2018/19</td> <td>Chq:1300</td> <td>£</td> <td style="text-align: right;">129.22</td> </tr> <tr> <td>Jacky Misson</td> <td>Chalk Pit Project</td> <td>Chq:1301</td> <td>£</td> <td style="text-align: right;">300.00</td> </tr> <tr> <td></td> <td></td> <td>Chq:1291</td> <td></td> <td></td> </tr> <tr> <td colspan="4" style="padding-top: 10px;"><b>29/05/2018</b></td> <td style="text-align: right; vertical-align: bottom;"><b>£ 2,908.11</b></td> </tr> </tbody> </table>	Payments   Period 2:										Clerk Expenses	Comms, Furniture & Play Equipment	Chq:1287	£	1,500.00	Clean Cut Handyman	Glynde Recreation Ground	Chq:1288	£	220.00	Clerks Salary	D Mooncie   period 3	Chq:1289	£	262.06	Clerks Office	June	Chq:1290	£	30.18	Clerks Salary	D Mooncie   period 4	Chq:1291	£	261.88	HMRC	PAYE 2018/19	Chq:1292	£	22.40	Zurich Municipal	Insurance 2018/19	Chq:1293	£	589.66	Jolly Good Design	PC Logo	Chq:1294	£	180.00	Glynde Estate	Outstanding Ledger	Chq:1295	£	7.71	Clean Cut Handyman	Glynde Recreation Ground	Chq:1296	£	330.00	Streetlights	1st Half Year Maintenance	Chq:1297	£	141.49	Glynde Estate	EDF Invoice   12/12/17 to 06/04/18	Chq:1298	£	44.80	Glynde Estate	Fencing Repairs	Chq:1299	£	388.71	ESALC Ltd	ESALC & NALC Subs 2018/19	Chq:1300	£	129.22	Jacky Misson	Chalk Pit Project	Chq:1301	£	300.00			Chq:1291			<b>29/05/2018</b>				<b>£ 2,908.11</b>	clerk
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6.3		<b>Agreement of the Audit Exemption Certificate</b>																																																																																																
		<b>G&amp;BPC Resolution 566 (item 6.3   29/05/18)</b> G&BPC to submit the exemption certificate as prepared by the RFO	Clerk																																																																																															
6.4		Approval of the Annual Governance Statement																																																																																																
6.5		Internal Auditor report																																																																																																
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6.7		Significant variances																																																																																																
		<b>G&amp;BPC Resolution 567 (item 6.7 m   29/05/18)</b> G&BPC items 6.4 to 6.7 will considered at the meeting 09/07/2018	clerk																																																																																															
6.8		<b>Public Inspection Rights</b>																																																																																																
		<b>G&amp;BPC Resolution 568 (item 6.8   29/05/18)</b> G&BPC to publish the Public Inspection Rights as prepared by the RFO	clerk																																																																																															
6.9		<b>Insurance Renewal</b>																																																																																																
		<b>G&amp;BPC Resolution 569 (item 6.9   29/05/18)</b> G&BPC agreement to renew its insurance with Zurich Insurance	clerk																																																																																															
6.10		<b>GDPR Policy</b>																																																																																																

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		<b>G&amp;BPC Resolution 570 (item 6.10   29/05/18)</b> G&BPC agreement that GDPR compliance will be consider at the meeting 25/07/18	clerk
6.11		<b>To Agree the Staff Salaries 2018/19</b>	
		<ul style="list-style-type: none"> <li>The Council discussed the clerk salary for 2018/19</li> </ul>	
		<b>G&amp;BPC Resolution 571 (item 6.11   29/05/18)</b> G&BPC agreement that the clerks salary remains the same as in the year 2017/18	
6.12		<b>G&amp;BPC Purchases, Street Furniture &amp; Playgroup Repairs</b>	
		<b>G&amp;BPC Resolution 572 (item 6.12   29/05/18)</b> G&BPC agreement that the clerk will order capital items to the value of £1500	clerk
6.13		<b>Glynde Recreation Ground   Grass Cutting Tender</b>	
		<b>G&amp;BPC Resolution 573 (item 6.13   29/05/18)</b> G&BPC agreement that the clerk will discuss grass cutting and removal of cuttings with Clean Cut Handyman	clerk
7 (28/03/18)	21:00hrs	<b>Other Matters:</b>	
7.1		<b>Glynde School Run Bus Services</b>	
		<ul style="list-style-type: none"> <li>Cllr Denis commented that LDC agreement to provide a about school bus to Firle School from Glynde is indicative that the A27 crossing is unsafe</li> </ul>	