

Glynde & Beddingham Parish Council

**MINUTES OF THE ORDINARY MEETING OF GLYNDE & BEDDINGHAM PARISH COUNCIL
HELD ON WEDNESDAY 25TH JANUARY 2023
AT THE READING ROOM, STATION ROAD, BEDDINGHAM AT 7PM.**

Present: Councillors: J Denis (Chair*) from item8.5, P De Paolis(Vice Chair*),D Sadler, J Pratley, D Vice-Holt and L Gribble

In Attendance S Carter – Interim Parish Clerk

In the absence of Cllr Denis who is running late Vice Chairman Cllr De Paolis took the chair

GB22-23-74	1 Public Questions and Statements – 15 minutes. There were no members of the public present																											
GB22-23-75	2 Acceptance of Apologies for absence – The Clerk advised that apologies have been received from: Ms. M Caulfield.																											
GB22-23-76	3 Declarations of Interest Cllr’s J Pratley with respect to item 15...Cllr’s L Gribble. And D Vice Holt with respect to item 21																											
GB22-23-77	4 Chairman’s Welcome The Chairman welcomed everyone to the meeting.																											
GB22-23-78	5 Minutes of the last meeting The minutes of the Ordinary Meeting held on 23rd November 2022 were approved and signed with one amendment																											
GB22-23-79	6 District/County Councillor/MP Reports - Maria Caulfield MP has provided written updates which the Clerk has forwarded to Councillors.																											
GB22-23-80	7 Councillor Vacancy There were no applications this month – remove from agenda in view of forthcoming elections																											
GB22-23-81	8 Finance																											
	8.1 Q3 Bank and Account Reconciliation – The Council RESOLVED to accept the Q3 bank reconciliation for Q3 (01/10/22-31/12/22) - verified by Councillors Pratley and De Paolis																											
	8.2 To approve payments for January 2023.																											
	Payments and Receipts –payments for January 2023 were approved as follows:																											
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	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">Payee</th> <th style="width: 50%;">Product/Service</th> <th style="width: 20%;">Amount</th> </tr> </thead> <tbody> <tr> <td>EDF Energy</td> <td>Energy bill for October 2022 (paid by DD on 16/11/22)</td> <td style="text-align: right;">£170.34</td> </tr> <tr> <td>EDF Energy</td> <td>Energy bill for November 2022 (paid by DD on 16/12/22)</td> <td style="text-align: right;">£153.16</td> </tr> <tr> <td>Steve Carter</td> <td>Postage for letters to HMRC and Lloyds bank re change of registered office (Lloyds) and move to direct debit payments HMRC</td> <td style="text-align: right;">£4.70</td> </tr> <tr> <td>Viper IT</td> <td>New business grade laptop Intel Core i5, 8Gb RAM +256GB SSD, 15.5" display, Windows 11 plus Set Up and files/settings migration from old laptop</td> <td style="text-align: right;">£687.60</td> </tr> <tr> <td>Glynde Estates</td> <td>Misc Rent 25/12/22 - 24/12/23</td> <td style="text-align: right;">£10.10</td> </tr> <tr> <td>EDF Energy</td> <td>Energy bill for December 2022 (paid by DD on 18/01/23)</td> <td style="text-align: right;">£162.69</td> </tr> <tr> <td>Lewes District Council</td> <td>Period 01/01/2023 to 31/01/2023 Monthly Play Area Inspections Recharge</td> <td style="text-align: right;">£18.60</td> </tr> <tr> <td>Lewes District Council</td> <td>Period 01/02/2023 to 28/02/2023 Monthly Play Area Inspections Recharge</td> <td style="text-align: right;">£18.60</td> </tr> </tbody> </table>	Payee	Product/Service	Amount	EDF Energy	Energy bill for October 2022 (paid by DD on 16/11/22)	£170.34	EDF Energy	Energy bill for November 2022 (paid by DD on 16/12/22)	£153.16	Steve Carter	Postage for letters to HMRC and Lloyds bank re change of registered office (Lloyds) and move to direct debit payments HMRC	£4.70	Viper IT	New business grade laptop Intel Core i5, 8Gb RAM +256GB SSD, 15.5" display, Windows 11 plus Set Up and files/settings migration from old laptop	£687.60	Glynde Estates	Misc Rent 25/12/22 - 24/12/23	£10.10	EDF Energy	Energy bill for December 2022 (paid by DD on 18/01/23)	£162.69	Lewes District Council	Period 01/01/2023 to 31/01/2023 Monthly Play Area Inspections Recharge	£18.60	Lewes District Council	Period 01/02/2023 to 28/02/2023 Monthly Play Area Inspections Recharge	£18.60
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Information Commissioners Office	Annual Data Protection Fee - paid by direct debit	£35.00
S Carter	Clerk January Salary	£280.13
S Carter	Clerk February Salary	£280.13
S Carter	Mobile Phone top up for Parish Mobile	£5.00
HMRC	Tax on Clerk Jan Salary	£70.00
HMRC	Tax on Clerk Feb Salary	£70.00
Total:		£1,966.05

RECEIPTS (July 2022)

Payee	Product/Service	Amount
HMRC	NOTE 1: Credit Entry For Tax Paid For/By Steve Carter - £374.80 of tax due to date has been drawn down from monies held by HMRC and will not be taken from bank account = so crediting back into cash book	£374.80
Lloyds Bank	Deposit Account Interest for Dec 2022	£0.93
Total:		£375.73

8.3 Setting of 2023/24 budget/Precept – Update on precept setting arrangements for 2023-24

– The precept return was sent back to Lewes District Council and receipt acknowledged on the 14th of December 2022 – The precept request was made for £13,568 as agreed in the meeting held 23rd November 2022

8.4 HMRC Direct Debit Facility – The Clerk advised that this is not going at all well. The return was sent by recorded delivery 28th November – with no delivery issue recorded. However, the department dealing with this is non customer facing and it is not possible to establish if they are processing or not. Agents answering the Employer Help Line are not prepared to discuss this matter as it is a back-office function, we have been told to use the standard payment method until advised otherwise.

Cllr Denis resumed as Chair from this point.

8.5 Bank Account change of Office details and approved signatories for ebanking – The Clerk is now fully set up as the registered office for GBPC. It was **RESOLVED** to apply for Cllr De Paolis and Vice Holt to be added to the bank account

8.6 CIL Money / VAT return — It was **RESOLVED** that the CIL money received October 21 (£195) and April 22 (559.02) will be allocated to Electrical Connection in Recreation Ground which is used for things such as the Flower Show and Christmas tree. Clerk to ask SDNP what triggered these payments.

The Clerk has applied for, and received in to the Treasurers Account today (25/01/23) the VAT rebate covering the period 6/4/20-31//12/22 a total of £2,701.37. It was **RESOLVED** that this would be allocated to replacement laptop (£573.00) and the remaining £2,128.37 to be allocated to the general reserve.

9 Traffic Calming / Speedwatch –

As tasked at the last meeting, the Clerk enquired if mobile Speed Indication Devices are available for loan/rental from Sussex Police and was advised that this is not the case.

Speedwatch –Cllr Sadler requesting words from the previous Coordinator to enable us to promote this within the village – Clerk to chase....Add to next agenda.

Considering addition of the village gateways – maybe top of Teddy Street – at edge of 30mph and again at the top of Lacys hill – Clerk to check with estates if this could be looked in to with them as on Glynde Estates owned Roadside verges....

10 A27 East of Lewes Improvements scheme – Impact on School Children/missing island/refuge

School bus being withdrawn as seen as a safe route to school because of the new crossing and a road safety audit carried out Oct 22 around mid-day. The whole route has been evidenced by parents as unsafe.

GB22-23-82

GB22-23-83

	<p>People are forced to cross early to avoid being at risk of traffic moving towards them at speed as cars leave the 60mph section of the A27, the last half mile has no street lights, no footway and is liable to flooding. A great deal of the route is national speed limit.</p> <p>Firle School also has a lot of out of area children all being brought in by car – site visit should be done between 8:40 and 9:10 to capture the real situation.</p> <p>Firle PC and Cllr Denis are asking for a site meeting with National Highways regarding the lack of refuge and likelihood of people overtaking in a very dangerous location – GBPC to request also - Cllr Denis has contact details</p> <p>Safety team at ESCC to be asked to review the whole route - Copy to Karl Taylor for East Sussex Cllr Vice-Holt and Cllr Pratley to create video of walk to school</p>
GB22-23-84	<p>11 Street Lighting – The Clerk has been liaising with ESCC for a quotation for them to supply electricity and maintain streetlamps. The clerk will re-present the paper as an item for decision at the next meeting.</p>
GB22-23-85	<p>12 Glynde and Beddingham Parish Council SLR with ESCC</p> <p>12.1 – the Clerk has issued minutes to ESCC.</p> <p>12.2 Clerk has chased up interim meeting on teams.</p> <p>12.3 Cllr Denis to pass round the road steward contact</p> <p>12.4 Thanks to ESCC for putting grit down Top of Mill Lane during icy spell</p>
GB22-23-86	<p>13 House Insulation and response from Glynde Estates – to review report from Cllr Vice-Holt</p> <p>There is a government scheme to Insulate/help insulate houses – the council would like to support Glynde Estates in this process to help take advantage of grants and the eco plus scheme</p>
GB22-23-87	<p>14 Clerk Matters</p> <p>14.1 To agree Meeting Dates through to Year End – These dates had already been set, next meeting 15th March. However - The annual meeting of the Council in May must be held on or within 14 days of the election on the 4th May 2023. It was RESOLVED to arrange the Annual Meeting, which shall also be the annual Parish Meeting, for Tuesday 16th May...</p> <p>14.2 Update re Laptop for Clerk – the Clerk has the new Laptop and its performance is significantly better than the previous one which was struggling to operate.</p> <p>14.3 Council Documentation – Members considered the following documents which were circulated prior to the meeting and RESOLVED to accept the documents as follows</p> <p>14.3.1 Risk Register – Remove all Actions in red Risk Response Plan as they are completed.</p> <p>14.3.2 Asset Schedule – add new laptop – no other change</p> <p>14.3.3 Standing Orders –. No change required</p> <p>14.3.4 Financial Regulations – no change required</p> <p>14.4 Information Commissioner Registration – It was found that the council were not registered which is a statutory requirement. This has now been resolved and payment approved retrospectively at this meeting. Clerk to add to the annual renewals register</p> <p>14.5 Election Process – Polling Day will be 4th May 2022. Nominations to be received in person at Elections Office Southover House Lewes – deadline is 4pm 4th April 2023. Clerk to confirm the window when Electoral Services will receive votes.</p> <p>14.6 Clerk Annual Leave – booked 17th – 24th March 2022</p>
GB22-23-88	<p>15 Glynde Pool –Update–</p> <p>15.1 Most pressing thing – insurance finishes end February for plant etc – it was RESOLVED that this activity is delegated to the pool committee to arrange in the name of the parish council.</p> <p>15.2 Met with Glynde Estates – pool CIC - pool are “ready to go” – and are checking with Glynde Estates</p> <p>15.3 Agreement between the Parish Council and the CIC is required to be clearly documented</p> <p>15.4 Planning is likely to be required for the fence and pool</p> <p>15.5 Lease – Following the recent meeting with the Pool Committee. It was RESOLVED that the Clerk should request a new Lease for Swimming Pool for the pool only, and not the pool and half of the cricket ground, from Glynde Estates.</p> <p>15.6 It was noted that Public liability insurance runs to June.</p> <p>15.7 It was noted that the Fencing is secure enough as it is – new fence not to be installed until works complete</p>
GB22-23-89	<p>16 Friends of Glynde Station – no update</p>

GB22-23-90	17 Play Inspection – 17.1 November report received – no discussion items arising. 17.2 Lewes District representative for Glynde Play Inspections is Nicky Soltermann – Clerk has requested contact details to enable liaison re inspections but as yet has had no reply.
GB22-23-91	18 Repair of Recreation Ground Goal Post – to Agree Repair – Supplier has sent parts to enable a repair. Cllr Sadler will repair when time is available. 19 Cllr Pratley to request Glynde Estates move goal site as land is getting worn
GB22-23-92	20 Recreation Ground Electricity Supply Point – Cllr Pratley is liaising with Glynde Estates.
GB22-23-93	21 Review Christmas Arrangements – Thanks to Cllr Pratley for the Tree and all work undertaken it was unanimously agreed this year was really good. Clerk to send Cllr Pratley link for South Heighton Christmas Tree Supplier
GB22-23-94	22 Planning Application Notification SDNP/22/05772/TCA – Tree Cutting/Felling 22.1 Cllrs unhappy with removal of the limb of the cherry tree 34v. Clerk to comment, “is cutting the limb down absolutely necessary could a support be added to preserve”
GB22-23-95	23 Steamworks Pub/Bistro – awaiting landlord to make repairs to roof prior to commencing works
GB22-23-96	24 Councillor Reports and Items for Future Agendas <ul style="list-style-type: none"> • Future Plans for playground to be added to agenda. • Coronation Celebration
GB22-23-97	25 Date of next meeting – It was RESOLVED that the next meeting of Glynde and Beddingham Parish Council will be 15/03/23 at the Glynde Reading Rooms

*The term Chair/Vice Chair refers to the Chairman/Vice Chairman of the Parish Council as defined in the Local Government Act 1972 s. 15(1) and 15(6).

The meeting closed at 21:03

Signed:

Date:

Print Name: Johnny Denis - Chairman