

HARESCOMBE PARISH COUNCIL

MINUTES OF THE MEETING HELD AT THE VILLAGE HALL

ON 11th JULY 2023 AT 8PM.

Present: Cllrs, Tom Leeper, Bob Perkins, Kath Pritchard, Caroline Ractliffe (Chair), Paul Richards (Vice Chair) and Sheila Murray (Clerk).

There were no members of the public present.

1/07.23 Public question time

None

2/07.23 To receive apologies for absence

Apologies were received and accepted from Cllr Williams. Cllr Mossman was absent due to ill health.

3/07.23 To approve the minutes of the previous meeting.

The minutes of the meeting held on 30th May, 2023 were accepted and approved as a true record. Signed by Cllr Ractliffe on behalf of the Council.

4/07/23 Matters arising from the Minutes not covered on the Agenda.

None

5/07.23 Member's declaration of interest to items on the agenda.

Cllr Pritchard declared an interest on Parochial Church Matters. The Clerk recommended that consideration be given for Cllr Pritchard to apply for a dispensation on matters relating to the Parochial Church.

6/07.23 To Co-Opt a New Councillor

Mr Bob Perkins was invited to position of councillor which he accepted. Proposed by Cllr Ractliffe and Seconded by Cllr Richards. Vote unanimous.

Declaration of Acceptance was signed.

7/07.23 To approve salary arrangements in line with GAPTC recommendations.

Cllr Ractliffe advised Council that during the process of advertising for a replacement Clerk it was brought to her attention that the hours for carrying out clerical duties for the Council was a minimum of 17.5 hours per month. In order to progress and be compliant with the GAPTC recommendations she proposed that the number of hours be changed to 17.5 hours from 10 hours per month. Seconded Cllr Richards. Vote: unanimous.

8/07.23 To update on appointment of replacement Clerk.

Cllr Ractliffe confirmed that the application has now closed and two people came forward for the position. One person demonstrated the relevant experience and an interview was carried out by Cllrs Ractliffe and Richards. Cllr Ractliffe sought a reference and proposed that Mr. Simon Hale be appointed as Clerk/Responsible Finance Officer. Seconded Cllr Richards. Vote unanimous. Mr Hale has verbally accepted the offer and formal arrangements will be confirmed. Mr Hale will join the team on 31st July 2023
Cllr Ractliffe thanked Mrs Murray for her term of office of three years.

9/07.23 Report on roads, ditches and footpaths in the village.

Cllr Ractliffe confirmed the new contact at Highways is Paul Helbrow.

9.1 Mr. Helbrow has confirmed that the blocked ditch report at the Grass triangle has been inspected and the culvert is not blocked or broken.

9.2 He was unable to give further update on the Gigaclear drain cover damage.

9.3 He advised that we should see improvements of any reported potholes.

9.4 There was no update on the Church Lane resurfacing project.

9.5 BT Pole issue is outstanding although it was suggested that a risk assessment be carried out and submitted to Open Reach and Highways. To be considered at the next meeting.

9.6 Maintaining greenspace in the village was discussed and consideration be given to approaching an independent contractor. Cllr Leeper advised that the guidance given by

NALC and the Dept. of Levelling Up Communities both advise caution in relation to Parish Council funding for grass cutting for the Church grounds because of the applicable 1894 legislation and the risk that such an act might be unlawful. He understood it was because of this legislation that the Council withdrew previous funding for Church grounds.

To be discussed further at the next meeting.

10/07.23 Village Projects

10.1 Cllr Pritchard will discuss the QEII Memorial suggestions at the next PCC meeting.

10.2 Cllr Ractliffe confirmed that there were only 7 residents at the Defibrillator training. The cost was £144.

11/07.23 County Councillor's Report

Cllr Williams submitted her report previously.

12/07.23 District Councillor's Report

There was no report from Cllr Mossman

13/07.23 Planning

No new planning applications.

Planning decisions

S23/0229/HHOLD – Off Street Parking for 2 vehicles. Awaiting approval.

A report was recently submitted from Highways who have set conditions for visibility splays.

Work is to be carried out prior to the parking facility is installed.

14/07.23 Finance

Councillors approved the Monthly Financial Report and bank reconciliation.

Invoices were signed and the BACS payment schedule approved.

Date	Payee	Details		Total	Powers
11/07/2023	Mrs Sheila Murray	Clerks Salary June	Bacs	£ 135.76	LGA 1972 s.112(2)
11/07/2023	HMRC	Paye June	Bacs	£ 34.00	LGA 1972 s.112(2)
11/07/2023	PATA services	Payroll services	Bacs	£ 25.80	LGA 1972 s.111
11/07/2023	Passion First Aid	Defib training	Bacs	£ 144.00	LGA 1972 s.111

Total **£ 339.56**

15/07.23 Administration

15.1 Cllr Ractliffe requested support for areas of council business.

Cllr Leeper will oversee planning issues.

Cllr Ractliffe and Cllr Perkins will oversee Roads, ditches and footpaths.

Cllr Richards will assist with the Internal audits.

15.2 Cllr Ractliffe will arrange for a copy of a local map for all the Councillors and Clerk.

16/07.23 Correspondence

Information was provided by GAPTC regarding a meeting about 20mph in villages. Cllr

Perkins will attend the online event on 24th July 6-7pm.

17/07.23 Councillors' submissions

17.1 Cllr Ractliffe discussed the situation about the amount of gravel and mud that is coming down the hills and then having to be pumped out at Brook Farm. She will take the matter up with Highways.

17.2 The Clerk was asked to arrange a Road Clean before the 12th August.

18/07.23 Date of the next Parish Council meeting It is suggested that the next meeting will be held on Monday 25th September but this will be confirmed with the new Clerk.

There being no further business the meeting closed at 9.15pm.

Handwritten signature and date: 25/09/23