

Minutes of a meeting of **WARBLETON PARISH COUNCIL** held on Thursday 19th March 2020 at 7.00pm in the Dunn Village Hall, Rushlake Green

PRESENT: Councillors A Long (Vice Chairman), Roy Iremonger, David Powell, Chris Wells and Steve Williamson

Also present: Linda Butcher - Locum Clerk
Jackie Cottrell – soon to be Parish Clerk
4 members of the public

In the absence of the Chairman, because of self-isolating, the Vice Chairman chaired the meeting. In view of the coronavirus recommendations it had previously been **AGREED** that only urgent matters would be discussed at this meeting.

00066 APOLOGIES FOR ABSENCE

Cllrs Karen Cook – personal reasons Celia Davies – personal reasons
Richard Reading – work commitment Mike Smythe – personal reasons
Pauline Velten – personal reasons Bryan Whitton – personal reasons
Wealden District Councillor Bob Bowdler

DECLARATIONS OF INTEREST - None

MINUTES

To **resolve** that the minutes of the Additional Council meeting held on 5th March 2020 be taken as read, confirmed as a correct record and signed by the Chairman

00067 RESOLVED to adopt the minutes of the Additional Council meeting held on 5th March 2020.

PUBLIC PARTICIPATION

The Chairman invited members of the public to speak, indicating that he would ask them to use only 3 minutes per person so the total did not exceed the fifteen minutes allowed.

Mrs Adams-Acton, on behalf of the Warbleton and District Horticultural and Poultry Society, thanked the Council for the grant towards the rental of the marquee etc. for the Society's Summer Show. However, she advised that reluctantly the Show has been cancelled this year because of the Coronavirus but it was hoped to expand the Autumn Show. Mrs Adams-Acton asked if the Society could retain the grant towards the Autumn Show and next year's Summer Show. The Council felt as this was a grant it would not expect it to be returned. In answer to a question from the Locum Clerk Mrs Adams-Acton said she did not want the £200 deposit to be refunded at this point.

Anthony Mcgaw on behalf of a local support group spoke about the wish to be able to reach out to vulnerable people in the community during this coronavirus crisis. He advised the regular parish magazine had been cancelled this month but that there would be a meeting with the Vicar this weekend about the publication of a different type of parish magazine which would be delivered to everyone within the community giving information for vulnerable people on how to contact people who would offer support. He confirmed that Cllr Williamson had been able to provide figures showing how many residents lived within Warbleton and Bodle Street Green parishes and how many households this covered. He then asked if the Council had a fund that could go towards this larger revised publication.

The Locum Clerk advised that this was not a specified agenda item but as Clerk she had delegated powers to spend up to £100 on urgent matters and suggested this could come under this power and perhaps a grant of £50 would be appropriate. Members were in agreement with this suggestion and advised Mr Mcgaw to contact the Locum Clerk by email with further details.

Alastair Gould from Furness Brook Fishery advised that they proposed to hold V.E. Day Celebrations and handed out a leaflet with more information. He advised that he had spoken to the Clerk at Herstmonceux Parish Council and advised that the Clerk would be contacting the Warbleton Parish Clerk in due course. He also offered support for vulnerable people during this crisis and would liaise with Anthony Mcgaw outside the meeting.

FINANCE

To authorise the bills for payment and sign the cheques

Cheque No.	Payee	£	VAT	£ Total	Purpose
101362	W.D.C.	62.50	12.50	75.00	Dog Bin Emptying
101363	Linda A Butcher	1572.68	-	1572.68	£400 Health Check to date £1172.68 Locum Clerk duties to 03.03.20.
101364	SSALC Ltd	400.00	80.00	480.00	Recruitment Assistance

00068 RESOLVED to authorise the signing of the cheques as listed above.

APPOINTMENT OF PARISH CLERK/RESPONSIBLE FINANCE OFFICER

To note the report from the Interview Panel and to confirm the recommendation

The Chairman welcomed Jackie Cottrell to the meeting and invited her to introduce herself to Members of the Parish Council. She briefly explained her current jobs with both Horam, and Heathfield and Waldron Parish Councils and advised that she would continue with these commitments alongside her new responsibilities with Warbleton. She said she was really excited about becoming a Parish Clerk. The Chairman welcomed her to working with Warbleton Parish Council and other Councillors concurred.

- 00069** **RESOLVED** to appoint Jacky Cottrell as Warbleton Parish Council Clerk and Responsible Financial Officer.

CORONAVIRUS

To consider whether the Council should have a plan for conducting meetings

- 00070** **RESOLVED** to postpone the Parish Meeting which was scheduled for 9th April 2020.

- 00071** **RESOLVED** all future meetings during this crisis must be held in the large hall.

Cllr Iremonger advised that he would not be attending any future meetings as he is within the vulnerable group.

Although the Locum Clerk would mentor and support the new Parish Clerk as previously agreed, she would not be attending any meetings as she too is within the vulnerable group.

The Council **AGREED** to monitor the situation based on advice from Government and NALC.

URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING and/or INCLUSION ON A FUTURE AGENDA

The Chairman asked for a letter of thanks to be sent to Proctor Taylor for his voluntary service in maintaining the website and to enquire if the Council owes him any money for renewing the website licence.

The Chairman asked if the appointment of the Internal Auditor had been resolved (minute 00054)

WPC/19.03.2020 – 00033

The Chairman asked for a written report from the Locum Clerk to be submitted to the Council regarding the previous year's financial records and how the Council stood regarding the AGAR.

Cllr Chris Wells reported on a hedge that had been planted on Highway land outside Tilement Farm, Hammer Lane and the Clerk would report this matter.

The meeting closed at 7.36pm