



East Tisted Parish Council

Minutes of the Annual General Meeting of East Tisted Parish Council held at the Village Hall on Thursday 25th August 2022 at 6.30pm

Summoned to attend: Phil Cutts (Councillor)
Helen Evison (Councillor, Clerk & RFO)
Sandra Nichols (Councillor & Chair)
Colin Rule (Councillor & Neighbourhood Watch Coordinator)

By Invitation: 3 Villagers

Apologies: Peter Finch (Councillor)
Mick Crumplin (Village Hall Management Committee)
Charles Louisson (District Councillor)
Rob Jones (Hampshire Constabulary)
Russell Oppenheimer (County Councillor)

The meeting opened at 6.30pm

1. Apologies and welcome

The Chairman welcomed all and thanked PC and CR for setting up the hearing loop. Apologies were received from Peter Finch, Charles Louisson, Mick Crumplin, Rob Jones and Russell Oppenheimer.

2. Declaration of interests

None.

3. Public forum

Further to discussions at the Parish Meeting, Dave Crowther, Villager, advised that there was now a working defibrillator available in the shop and that he had applied to SCAS (South Central Ambulance Service) to set up a Community Responder Team for East Tisted. PC had been in touch with SCAS and Ben Cole had offered three dates to come to the village for a meeting. It was agreed to meet 1200-1400 on 12th September, that DC would lead on development of a Community Responder Scheme and would prepare a note about the potential Team and meeting date to be circulated by CR. **ACTION: DC & CR**

CR advised that there was nothing to report regarding Neighbourhood Watch but he was happy to circulate items of potential interest to villagers. It was agreed that he would give an update on the roadworks on the A32 at item 7, Highways.

SN said that she was trying to increase the information about East Tisted in the Parish Magazine. Arthur Scott, Villager, advised that the Communications Officer at Rotherfield might be able to help.

HE reported that she had spoken with Mick Crumplin and he had advised that, although the Village Hall Management Committee (VHMC) had not met recently, lettings were down, heating costs were up and the Hall was running at a loss. Councillors expressed their appreciation for the work of the VHMC and it was agreed to set up a meeting to see how things were going.

ACTION: SN

The Chairman thanked all and closed the meeting for public participation



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4. Minutes of the previous meeting and matters arising

The minutes of the meeting held on 26th May 2022 were accepted as an accurate record and signed by the Chair.

5. Potential Casual Vacancy

SN advised that PF had tendered his resignation, although he was willing to continue to help with the speed monitoring. Councillors thanked Peter for his contribution and it was agreed that a letter would be sent. **ACTION: SN**

It was agreed to follow EHDC procedures in respect of filling a casual vacancy. **ACTION: HE**

6. Facilities

6.a. Lease of the Recreation Ground

PC and SN had met with Arthur Scott and Emilie Hobday in June in order to discuss renewal of the lease. It had been agreed that it was necessary to liaise with the Cricket Club as they were the main user and were the only user of the buildings.

Councillors noted two possible arrangements:

- (i) that the Parish Council would continue to lease the Recreation Ground and grant a sub-lease to the Cricket Club in relation to the buildings, (Emilie had provided a draft sub-lease),
- (ii) that the new lease be between Rotherfield and the Cricket Club rather than the Parish Council.

It was acknowledged that some villagers, particularly dog walkers, made use of the Recreation Ground and that this amenity should not be lost.

It was agreed to organise a meeting between the Parish Council, Rotherfield and the Cricket Club to discuss how best to proceed. **ACTION: SN**

6.b. Licence for use of the land behind the Village Hall

SN advised that the parking issue had been resolved; users would be allowed to leave vehicles for up to 24 hours after an event. It was understood that Brain Davey had answered the queries raised by Emilie Hobday and that the draft licence was agreed for signature.

It was agreed that SN and CR, as Chair and Vice-Chair of the Parish Council would act as signatories on behalf of the PC.

6.c. Village Green & Pond

Arthur Scott reiterated that he wished to find a plan for the green and pond that villagers were happy with, potentially by running a village-wide consultation.

It was noted that PF had been in touch with HCC Highways in order to establish whether it was necessary to leave a verge at the edge of the road but had been referred from one person to another and had not managed to get a reply. In order to allow progress to be made Arthur Scott said that he would request and fund the necessary search.

Q: How might a consultation work?

A: Perhaps by using something like 'Survey Monkey' to gather comments on some options, It was agreed that there was no need for responses to be anonymous but honest views were needed and some kind of control would be required to prevent individuals submitting multiple responses.

7. Highways

7.a HCC Consultation 20mph speed limit

Councillors considered the questions and agreed responses to be submitted by the Clerk.

ACTION: HE

7.b. A32 Roadworks

CR reported that HCC had encountered various issues so the works were delayed and part was to be rescheduled to next spring. Consequently the road through Farringdon would re-open mid-September.



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It had been very difficult to obtain any updates; Highways had failed to respond to numerous enquiries. CR thanked Russell Oppenheimer for chasing. The Project Manager had finally sent an update on 24th August. CR (and councillors from other parishes) had requested that those affected be consulted before recommencement of the works next spring.

SN suggested that Highways identify some 'lessons learned', potentially:

- wording the tender in order to allow one way traffic through Farrington, rather than closing the road entirely
- placing signs at the appropriate junctions to minimise traffic switching to unsuitable roads
- allowing time to arrange and implement reduced speed limits and/or one way systems on the roads onto which traffic was to be diverted.

It was agreed to draft a formal response to HCC.

ACTION: SN

7.c. Potential Footpath from the bungalows on the A32 to the recreation ground

Although it was agreed that this would be nice to have, it was noted that there was already a permissive footpath to the recreation ground running behind the bungalows and that Highways had already declined to reinstate the footpath through the unofficial lay by. However, Councillors thought that it could be that regulations required a footpath in residential areas with a 40mph speed limit. It was agreed to investigate this.

ACTION:

SN

8. Planning

It was noted that Councillors had reviewed the application regarding the diversion of Footpath 8 and raised no objection.

9. Correspondence

9.a. EHDC Review of Poling Arrangements

Councillors considered the questions and agreed responses to be submitted by the Clerk.

ACTION: HE

9.b. Opt out of the Smaller Authorities Audit Appointment of External Auditors

Councillors considered the option to opt out but agreed to remain with in the Smaller Authorities scheme.

10. Potential Recruitment of a Clerk and RFO

It was noted that as HE had given notice that she wished to discontinue clerking for the Council on a voluntary basis by May 2023 it would be necessary to recruit a (paid) Clerk and RFO. It was agreed that the future Clerk's role would also include maintenance of the website, currently undertaken by PC. Dependent upon the rate of pay and number of hours required, employing a Clerk was expected to cost at least £1,200 but, more probably, around £2,000 p.a. This had not been budgeted so, if a Clerk were to be recruited this financial year, this would have to be financed from the funds currently earmarked for speed control measures. It was noted that the costs of employing a Clerk would need to be taken in to consideration when setting the 2023/24 budget and precept at the December Parish Council meeting.

ACTION: HE

Councillors stressed that it was essential for the Clerk to have suitable professional skills and suggested that another local PC clerk would be ideal and, hopefully, one might be interested in extra hours.

It was agreed to begin preparation of a suitable job description and contract, to further consider the number of hours, the pay rate and advertising channels.

ACTION: SN & HE

11. Responsible Financial Officer (RFO)

a. Councillors received and approved for signature by the Chairman the latest Statement of Financial Transactions and the bank reconciliations since the last meeting.

b. Councillors agreed the following subscriptions, grants and payments:



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- B Davey, mowing, March – June 2022 £375
- P Cutts, parts for installation of the hearing loop, £62.99
- RPCC, Recreation/cricket ground grass cutting 2022, £650

c. Members received and approved for the Chairman to sign the Budget Monitoring Report for 2022/23 to date.

d. HE advised that the Internal Auditor had suggested Unity Trust Bank as a potential replacement for TSB as Unity were established in the Town and Parish Council sector. HE suggested that any new account be opened before the existing account was closed but that these changes be held over until a new clerk was in place. In the meantime further information about Unity Trust bank would be sought. This approach was agreed. **ACTION: HE**

12. Date of the next meeting

Tuesday 13th December 2022 at 6.30pm in the Village Hall.

There being no other business the Chairman closed the meeting at 8.20pm.

Helen Evison

Clerk and Responsible Financial Officer
31st August 2022

Agreed as a true and correct record.