

Minutes of the **WITHYHAM PARISH COUNCIL MEETING** held at
THE OLD STATION, GROOMBRIDGE on **9th October 2023** at 7pm

PRESENT Cllrs Nick Anderson, Alan Gaukroger, Andrew Fane, Robert Gordon-James, Diana Kelly (Chair), Jill Pardey, Deviani Parekh-Jones, Penny Lawne, Beth Rhodes, Linsey Winter

In attendance: Deborah Siddle - Clerk (minutes)
Member of the public (to speak for item 8.1)
Barry Agutter, Highways Coordinator (items 1-8 and 12)
District Cllr Jessika Hulbert, WDC (items 1-8 and 12)
County Cllr Georgia Taylor, ESCC (items 1-8 and 12)

Members of the public are encouraged to attend meetings and there is a 10-minute opportunity for members of the public to address the Council.

There was one member of the public present who presented Councillors with a paper regarding residents' concerns about speeding on Marden's Hill.

In this paper he explained that the majority of the road is on a 40% incline with blind corners, constrained road widths due to overhanging hedges and trees and blind exits from residents' driveways. He would describe the road as a country lane and believes it to be unsuited to the present 40 mph maximum speed applied.

They had tried to get a speed reduction 15 years ago, but this was not possible due to Government policy changes at the time. The residents' paper stated that the situation with ever increasing traffic volumes continues to deteriorate and that Mardens Hill is used in rush hours as a cut through for Tunbridge Wells and explained the negative impacts.

He referred to a site visit on 16th August 2023 attended by representatives of ESCC and WPC together with several local residents. Subsequent to the visit the existing speed and hazard road markings on the Hill and beyond were repainted by ESCC. In addition, residents wished to seek a speed reduction from 40mph to 20mph. The resident stated that recent Government statements indicated that 20mph would not be possible, in which case they would request 30mph.

Cllr Gaukroger, who had attended the site visit, agreed with the resident that it is likely to be an accident waiting to happen, but unfortunately ESCC will not act until there is accident data at a site.

The resident left the meeting.

1. CO-OPTION OF MEMBER TO GROOMBRIDGE WARD

Beth Rhodes had met with the Clerk and Chair of Council, attended the previous meeting to observe and provided an application to become a Councillor, which had been circulated prior to the meeting.

002572 RESOLVED unanimously to co-opt Beth Rhodes to Groombridge Ward.

Cllr Rhodes was welcomed to the meeting. The Clerks were asked to notify Cllr Rhodes of any Committee vacancies.

2. ENQUIRE WHETHER ANYONE PRESENT INTENDS TO FILM, PHOTOGRAPH AND/OR RECORD THE MEETING – none.

3. APOLOGIES - Cllr Judi Tuke – family commitment

4. DECLARATIONS OF INTEREST – none.

5. MINUTES

5.1. Resolve that the minutes of the Council Meeting held on Monday 4th September 2023 be taken as read, confirmed as a correct record and signed by the Chairman

002573 RESOLVED that the minutes of the meeting held on 4th September 2023 were approved with the above amendment.

5.2. Matters outstanding from minutes (not listed as separate agenda items)

Matters resolved from previous minutes

Minute no.	Who	Item
Pg. 2717	Clerk	Requested a Traffic Management Plan for the next May Fair
Pg. 2718	Cllr Anderson	Discussion no longer needed with Premier Stores regarding managing the bin as there has not been further issues
Pg. 2744	Clerk and agreed councillors	Reviewed the existing Parish Plan to identify anything still to be done and help inform 2024/25 budgets
Pg. 2770	Air Traffic Councillors	Planning Committee confirmed that WPC would not register an interest in the Gatwick PINS
Pg. 2801	Cllrs Gordon-James & Parekh-Jones	Trailer moved to the parish office to facilitate its sale
Pg. 2803	Councillors	Requested that the vehicle gate is kept closed at the meeting with Groombridge Cricket Club
Pg. 2803	Cllr Tuke	Provided wording seeking three more Speedwatch volunteers in the next parish magazine
Pg. 2804	Assistant Clerk	Provided Councillors with the link for reporting any highways issues
002557	Clerks	Submitted the draft response to the DEFRA Consultation on Hedgerows
002559	Clerk	Adopted the revised Child & Vulnerable Person Protection Policy
Pg. 2808	Cllrs Winter and Parekh-Jones	Contacted the Scout Leader to explore links with WPC
Pg. 2808	Councillors and staff	Diarised the Business Planning (Visioning) session on Saturday 25 th November at 9.30am

Actions outstanding from previous minutes

Minute no.	Who	Item
Pg. 2067	Clerk	Enquire whether the Crime Audit Officer can assess Withyham and Blackham
Pg. 2297	Cllr Fane	Investigate whether any of the Burrswood buildings, gardens or trees require listing
Pg. 2319	Clerk	Arrange for signs requested by Blackham litterpickers
Pg. 2574	Clerk	Close the 'HSBC Deposit account' once new account is set up
002386	Council	Match fund a piece of play equipment up to the value of £2,500 at Teasley Mead Recreation Ground
Pg. 2724	Clerk	Consider building drainage works into the 2024/25 budget
Pg. 2743	Clerk	Seek new Councillors from Withyham and Blackham
Pg. 2743	Clerk	Arrange a follow up meeting with the Playground Group in six months
Pg. 2766	Cllr Hulbert	Find out if WDC is responsible for fixing the street name sign on Corseley Road
Pg. 2766	Cllr Pardey	Flag up events in Withyham so more councillors might attend
Pg. 2767	Clerk	Draft a letter from to the Conservators requesting improvements to the St John's Forest car park surface and access
Pg. 2770	Cllr Pardey	Look out for a councillor candidate from Marden's Hill
Pg. 2804	Cllr Anderson/Assistant Clerk	Draft response to rural verge consultation with Climate and Ecology Advisory Group and Highways Coordinator input
Pg. 2804	Council	Agree response to rural verge consultation at future meeting

Actions from these Minutes

- Councillors noted that dog bins are not being emptied regularly

Minute no.	Who	Item
002572	Clerk	Co-opt Beth Rhodes to Groombridge Ward
Pg. 2823	Clerks	Notify Cllr Rhodes of Committee vacancies
Pg. 2824	Clerks	Notify WDC that dog bins are not being emptied regularly
Pg. 2827	Clerk	Contact the Marden's Hill lead resident as instructed
Pg. 2827	Clerk	Marden's Hill speed reduction to be placed on a future agenda when information is received from the resident
Pg. 2827	Community Engagement Coordinator	Make a post on Facebook regarding volunteers for Speedwatch
Pg. 2828	Assistant Clerk	Look at replacing the SID batteries

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Pg. 2828	Highways Coordinator	Chase WDC street sweepers for B2110 between Ladies Mile and The Ridge
Pg. 2828	Parish Maintenance Person	Look at the Groombridge Recreation Ground vehicle gate and padlock
Pg. 2828	Cllr Kelly/Clerk	Follow up with potential Blackham councillor
Pg. 2828	Clerk	Report two dead Ash trees near the Plumyfeather/Lye Green junction
Pg. 2829	Clerk	Investigate if retexturing took place near Royal Mires
Pg. 2829	Clerk	Explore feasibility of a fence at Groombridge Playground with resident who made an offer
Pg. 2829	Clerks	Provide updates on dogs on leads consultation via Facebook, magazines and posters
Pg. 2830	Clerk	Give consent to May Fair organisers provided a viable traffic management plan is provided
Pg. 2830	Cllr Gordon-James & Highways Coordinator	Give advice to May Fair organisers on traffic management plan
Pg. 2830	Cllr Anderson	Provide some wording for a Facebook post to encourage residents to use Wealdlink
Pg. 2831	Clerk	Confirm the insurance position of owning and lending a thermal imaging camera
002574	Clerk	Purchase a Hikmicro E1L or equivalent
002575	Clerk	Purchase lamp post poppies
Pg. 2831	Cllrs Parekh-Jones, Rhodes and Winter	Attend next Groombridge Market and find an appropriate display board from the APA ones
Pg. 2832	Clerks	Agree a councillor rota for WPC to have representation at 2024 community cafes
002576	Clerk	Adopt the Social Media Policy
002577	Clerk	Adopt Policy on Pre-Application Discussions with spelling correction
002578	Clerk	Adopt the Policy on Applications Outside of the Parish
002579	Clerk	Adopt the Policy on Applications Beside or on Parish Council Land
002581	Clerk	Accept the quote from Underwoodsman Ltd to lay the Station Road, Groombridge hedge
Pg. 2835	Clerk	Next agenda to include feedback from the new Climate and Ecology Advisory Committee and response to ESCC wild verge consultation

6. COMMITTEE MINUTES

Receive the following draft minutes of committees and to note recommendations contained therein and as far as requisite, the action taken by them.

6.1 Planning Committee – 4th September 2023 - noted

6.2 Building Assets Working Group – 21st September 2023 - noted

6.3 Planning Committee – 25th September 2023 - noted

6.4 Finance Committee - 25th September 2023 - noted

7. REPORTS FROM DISTRICT and COUNTY COUNCILLORS

County Cllr Taylor notified the meeting that, now that the Planning Inspectorate is preparing for the Examination regarding the Gatwick runway application, ESCC has registered to become an Interested Party.

Cllr Taylor was encouraging Town and Parish Councils to take part. WPC confirmed that the Planning Committee had agreed that this was not something the Parish Council should register for and that it does not believe it to be a consultation.

District Cllr Hulbert confirmed that there are ongoing meetings and scrutiny with South East Water and Southern Water. A strategy is being developed for residents to sign up for alerts and updates, the Parish Council would help publicise this when it is ready.

The Local Plan continues to be drafted.

WDC has announced a Community Spaces Grant Programme; the Assistant Clerk was working on an application for Teasley Mead play equipment.

All waste collection and street cleaning vehicles are now powered by hydrogenated vegetal oil.

WDC has received advice from a Planning barrister that they cannot refuse planning applications where there are concerns about water supply and sewerage infrastructure, but the Planning Officers can recommend a condition to prevent occupation until remedied where there are concerns.

Cllr Hulbert asked that if Planning Committee has any applications that they would like her to pay particular attention to, please flag them up so that they can be called into WDC Planning Committee North.

8. HIGHWAYS RELATED MATTERS

8.1 Marden's Hill road safety/speed reduction

A briefing paper had been circulated prior to the meeting, written by the Assistant Clerk outlining costs involved in Community Match and that, where similar requests have been previously made, Withyham Parish Council has taken the view that whilst it sympathises with the plight of the residents there is no budget to support speed surveys, feasibility studies or to take projects further to Community Match.

Cllr Gaukroger reiterated that he believes 40mph to be unrepresentative for the road and that steps to improve matters would be advisable, within financial limitations.

Those present confirmed that a 20mph limit would not be agreed by ESCC and that, even with Community Match, the costs of a 30mph change would be high. It was noted that there are other roads in the parish that are also rural roads but are National Speed Limit. It was also noted that the residents could help the situation by cutting hedges back, removing any barriers to clear sightlines at driveways and arranging

Access Protection Markings in front of their drives to give a clear indication to drivers of the properties.

County Cllr Taylor had also attended the site visit and she believed that the residents might raise the match funding for a Community Match speed reduction if WPC were to make the application. She suggested that a lower speed limit at that end of Marden's Hill might also encourage slower driving at the St John's School area of Marden's Hill.

Cllr Taylor was asked why speed reductions are being carried out by KCC but not ESCC. She confirmed that ESCC has not made the policy commitment to speed reductions that KCC has and it is already overspending on its statutory requirements such as Children's Services.

The meeting noted the costs of a Speed Survey (£420) and Feasibility Study (£500), both of which would be required before the project could be confirmed as feasible, and the indication from ESCC that a Community Match speed reduction would cost around £10,000 in addition.

Council AGREED that there are no monies in budget for WPC to fund a Community Match speed reduction and the Clerk should ask the lead resident for confirmation that residents would provide that match funding. In terms of the Speed Survey and Feasibility Study, WPC could not consider funding those without knowing how the Community Match would be funded.

The Clerk was asked to contact the lead resident to:

- Seek a formal offer from the residents to match the costs (the shortfall of any ESCC contribution) of a Community Match speed reduction
- Ask who the other residents are that have committed to this proposal so that WPC can see local support
- Provide information about how to apply for Access Protection Markings
- Recommend that residents ensure their boundary hedges are maintained

WPC AGREED that it was unable to make any financial commitment at this stage. Once the information was received from the lead resident Council would consider whether it could fund a Speed Survey and Feasibility Study, with consideration to its budgets and likely workloads for its staff.

8.2 Speedwatch/road safety update

Speedwatch sessions have continued. Cllr Tuke is keen to attract some more volunteers. A post would be made on social media.

8.3 Solar powered speed devices

Concerns had been raised at a previous meeting that the battery in the Speed Indicator Device (SID) was not being changed frequently. Councillors asked further information on solar power to ascertain if that would be a viable alternative.

A briefing paper had been circulated prior to the meeting, written by the Assistant Clerk. It advised that there is now a schedule for moving the SID and changing the battery, to be done by the new Parish Maintenance Person and that the SID battery is charged at the Parish Office using solar powered electricity, making this environmentally friendly. Also that a solar powered device would be needed on each pole rather than being moveable which would be costly.

Council AGREED that WPC should continue using the battery operated SID for existing sites but, should a site on the A264 be approved, include costings on a solar powered unit for that site and/or a smaller SID.

The Clerks were asked to look at replacing the SID batteries, which may not be holding their charge sufficiently anymore.

8.4 Highways Coordinator's activity logs for noting

The number of hours that the volunteer Highways Coordinator gives to supporting Council had been circulated to Council. Councillors agreed that the Parish is very lucky to have his help, and he was thanked for all his hard work.

The Highways Coordinator highlighted a major achievement which he had been raising for 5 years. East Sussex Highways were removing the earth that had encroached on the B2110 between Ladies Mile and The Ridge. He would chase WDC street sweepers.

Item 12 was considered at this point after which Cllrs Taylor and Hulbert, and the Highways Coordinator, left the meeting.

9. WARD REPORTS

(a) Groombridge Ward (Groombridge)

Following some misunderstandings WPC councillors had met with representatives of Groombridge Cricket Club. This had felt like a positive opportunity. It had been agreed that communication would be better in future, GCC would try to keep the vehicle gate on the Recreation Ground closed on match days, and the Parish Maintenance Person would look at the vehicle gate padlock and whether that had dropped.

Cllr Winter confirmed that she is in contact with County Cllr Taylor about pavement parking and people driving on the pavement on Corseley Road.

(b) Groombridge Ward (Withyham/Blackham)

Cllrs Kelly and Parekh-Jones had attended Blackham Market to maintain contact with residents and promote the remaining Groombridge Ward councillor vacancy. Someone showed an interest in the vacancy and this would be followed up by Cllr Kelly and the Clerk.

(c) Marden's Hill Ward

Concern was raised about two dead Ash trees near the Plumyfeather/Lye Green junction. The Clerk would report to ES Highways.

Cllr Pardey had been expecting retexturing works to take place near Royal Mires. The Clerk was asked to investigate.

10. RESULTS OF CONSULTATION ON A DOGS ON LEADS POLICY AT GROOMBRIDGE RECREATION GROUND

A paper had been circulated prior to the meeting outlining the results of a consultation held during September to seek people's views on whether dogs should be on leads on Groombridge Recreation Ground. The consultation was advertised via WPC social media and on posters which were displayed across the Recreation Ground.

In total WPC received 149 responses. Data showed that 56% of respondents supported dogs being on leads but Councillors were concerned that this result was inconclusive and did not demonstrate a mandate for change.

Councillors also considered the comments which showed this to be a divisive issue with some very strong feelings expressed. In particular they noted that the comments demonstrated that some dog owners and their dogs, for example older people and those with disabilities, or those without gardens, would be significantly negatively impacted by such a policy.

Councillors considered whether a part-time policy, with some timings allowable for dogs off leads but could not identify times that would be suitable year-round.

Councillors queried whether the incident that generated this consultation had been sufficiently dangerous to justify a policy that would have such an adverse impact on many Recreation Ground users. Council therefore decided that at present it would not introduce a 'dogs on leads' policy but the Clerk was asked to ensure that, should there be any future dog related incidents, these were brought back to Council to allow monitoring of the situation.

Councillors also noted the comments made by residents requesting a fence around the Playground. Council noted that some users prefer the playground without a fence and also confirmed that it would be unable to commit further funds to a fence. However, based on the responses and, as Councillors were aware that an offer had been made on Facebook for free fencing, they asked the Clerk to explore the offer with the resident. It would be necessary to ascertain whether it would be feasible to retro-fit a fence around the play equipment and whether a fence and gates that meet required play safety standards could be provided.

The Clerk was asked to write updates to go in the magazine, on social media and on posters to be displayed at the Recreation Ground and to confirm wording with Cllr Lawne.

11. GROOMBRIDGE MAY FAIR

11.1 Consider request to use Groombridge Recreation Ground for May Fair 2024

Council AGREED that Groombridge Recreation Ground could be used for the May Fair 2024 provided a viable traffic management plan is provided to, and agreed by, Council.

11.2 Consider May Fair response to WPC request for a traffic management plan

Following concerns about traffic and parking at the May Fair 2023, the May Fair Committee had been asked to provide a traffic management plan and their response had been shared prior to the meeting. Councillors felt that this was a good starting point but that more was required.

Cllr Gordon-James offered to talk with the May Fair Committee Chair about the issues and potential solutions. The Highways Coordinator would also be asked to be involved in that discussion. Council required a viable traffic management plan as a condition of the May Fair's use of Groombridge Recreation Ground.

12. WEALDLINK – report from Wealdlink on impacts of Flexibus

This item was discussed before item 9 in order that Cllr Taylor could be present.

At previous meetings Councillors had raised concerns that Flexibus might impact Wealdlink, which WPC funds with other parishes. There was also concern that Flexibus had been introduced without consultation or consideration of utilising existing service providers to deliver it.

County Cllr Taylor confirmed that she had been encouraging the Officer responsible to engage more with existing services. The Officer had also said that the opportunity had been tendered locally and one of the existing local community services had been successful on some routes. She also confirmed that Flexibus is not allowed to run where there is already a scheduled service.

Cllr Kelly had circulated a paper prior to the meeting containing information from Wealdlink detailing how their service differs to Flexibus and assurances they have received that there should be no impingement.

Councillors remained concerned that there might be impacts to existing community bus services and that, when Flexibus funding ends in 2025, if some had not survived because of Flexibus that would be a loss to residents. County Cllr Taylor agreed that she would be happy to support WPC with any concerns and suggested that if future usage data demonstrates that issues exist then the community bus services might wish to write to the Minister responsible. Cllr Anderson offered to provide some wording for a Facebook post to encourage residents to use Wealdlink.

13. CLIMATE & ECOLOGY - Consider recommendation to purchase a heat gun

A paper from the Climate and Ecology Advisory Committee had been circulated prior to the meeting outlining their request for WPC to purchase a thermal imaging device as a potential resource to enable residents to investigate heat loss within their own homes.

The process for using it had not yet been confirmed but members of the Committee would be trained in using the camera and be responsible for liaising with parishioners who want to borrow the device; and support people using it, where required.

The Clerk was asked to confirm the insurance position of owning and lending the item. Councillors agreed that this fits with our Parish Plan and addresses our carbon calculator for the parish which show heat loss in the home as being an area for improvement. They thanked the Climate and Ecology Advisory Committee for this initiative.

002574 **RESOLVED** to purchase a thermal imaging camera (a Hikmicro E1L or equivalent) up to £350+VAT, using EMR 338 Environmental Improvements (transferred to budget line 4061 parish Action Plan and Projects).

14. CONSIDER REQUEST FOR STREET POPPIES

A resident had requested that WPC purchases poppies for lamp posts. They would be willing to assist with the putting up and taking down of the poppies. The Clerk reported that they had confirmed the cost at £5 each plus £4.95 delivery.

Council supported this suggestion but asked that the Parish Maintenance Person helped to display some of the poppies in parts of the parish other than Groombridge. They noted that poppies should be usable in subsequent years and that 15 should be purchased for all the parish.

002575 **RESOLVED** to purchase 15 poppies at a total of £79.95.

15. WPC REPRESENTATION AT GROOMBRIDGE MONTHLY MARKET

WPC had been approached by the organiser of the Groombridge monthly market to ask whether it would like a table. Councillors agreed that this might be a slightly different demographic to other opportunities like our Annual Parish Assembly and that WPC should attend as a one off to try it.

It was AGREED that Cllrs Parekh-Jones, Rhodes and Winter would attend, and review the display boards used for the last APA to find one that would be appropriate. Cllr Anderson would respond to the organiser.

16. OCTOBER COMMUNITY CAFE

Unfortunately, due to unforeseen circumstances the organiser of the October Community Café had had to cancel the booking. Other groups and societies had been asked if they would like to take the slot but none had agreed. Council were sad for this to be cancelled but confirmed that WPC would also be unable to run it on this occasion as it was too short notice.

The Community Engagement Coordinator was asked to try again to see if the slot could be filled and, if not, to cancel it.

Councillors AGREED that WPC should resume having a stand at next year's Community Cafes and a rota should be agreed.

17. NEXT NEWSLETTER TIMETABLE

The draft editorial and delivery timetable for the next WPC newsletter had been circulated prior to the meeting and this was noted.

18. POLICIES

18.1 Social Media Policy

002576 RESOLVED to adopt the Social Media Policy.

18.2 Policy on Pre-Application Discussions (recommended by Planning Committee)

Page 3 of 5, spelling of Predetermination requires amendment.

002577 RESOLVED to adopt the Policy on Pre-Application Discussions with above change.

18.3 Policy on Applications Outside of The Parish (recommended by Planning Committee)

002578 RESOLVED to adopt the Policy on Applications Outside of The Parish.

18.4 Policy on Applications Beside or on Parish Council Land (recommended by Planning Committee)

002579 RESOLVED to adopt the Policy on Applications Beside or on Parish Council Land.

19. FINANCE:

19.1 Note the report showing payments made to date against budgets
Noted.

19.2 Authorise the payment of October invoices/note regular payments

Current Bank A/c (HSBC)
Payments made between 12/09/2023 and 09/10/2023

		Nominal Ledger Analysis						
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount Transaction Details
12/09/2023	N Brett	BACS123	216.99		36.16	4501	101	180.83 Fridge for office (AO)
12/09/2023	N Brett	BACS124	43.97		7.33	4407	401	36.64 Tools for PMP (lidl)
14/09/2023	Octopus Energy	DDOCTO0923	91.91			4502	101	91.91 parish Office elec Sep
14/09/2023	HSBC	HSBCSEP23	10.00			4600	101	10.00 charges to Sep23
21/09/2023	D Siddle	BACS125	14.10			4015	101	6.00 key
						4407	401	8.10 Mileage (PMP induction)
21/09/2023	N Brett	BACS126	55.43		9.24	4407	401	46.19 Equipment PMP (Screwfix)
21/09/2023	S Chapman	BACS127	21.80			4064	101	21.80 Community cafe items
21/09/2023	Opus Energy	OPUS0923	37.26			4502	101	37.26 Gas parish office Sep
09/10/2023	N Brett	BACS128	43.94		7.32	4013	101	36.62 PMP phone (ARGOS)
09/10/2023	D Siddle	BACS129	49.99		8.33	4407	401	41.66 PMP footwear

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09/10/2023	SALARY	BACS130	222.45		4000	101	222.45 Additional Sep salary
09/10/2023	EJP Fire Protection Ltd	BACS131	214.80	35.80	4503	101	179.00 Fire alarms & extinguishers
09/10/2023	PWLB	BACS132	2,831.28		4219	201	2,831.28 loan repayment playground PAID
09/10/2023	Viking Direct	BACS133	94.49	15.75	4407	401	50.95 screwdrivers etc
					4015	101	27.79 stationery
09/10/2023	Everflow	BACS134	35.79		5101	500	35.79 PO/Ph Hse water charges
09/10/2023	CSS Ltd	BACS135	176.40	29.40	4503	101	147.00 Security alarm service
09/10/2023	WDALC	BACS136	31.00		4008	101	31.00 Subs 23/24
09/10/2023	British Gas Lite	BACS137	163.77		5101	500	163.77 PO/Ph Hse elec Aug-Sep
09/10/2023	N Wealden Community Transport	BACS138	151.00		4401	401	151.00 Wealdlink Oct-Dec
09/10/2023	Weld Done N Davies	BACS139	84.00		4410	401	84.00 Refurb & refit noticeboard TM
09/10/2023	Demonskinz	BACS140	62.40	10.40	4015	101	52.00 Grit bin stickers
09/10/2023	SME IT Solutions	BACS141	480.50	80.08	4013	101	94.48 Phone/BBand
					4021	101	305.94 IT support
09/10/2023	Biffa Waste Services Ltd	BACS142	65.63	10.94	4506	101	54.69 office bins Sep
09/10/2023	B Aggutter	BACS143	67.05		4421	401	67.05 Highway Coord mileage
09/10/2023	D Siddle	BACS144	9.80		4015	101	3.50 office items
					4407	401	6.30 Mileage & office items
09/10/2023	A Chenchyk	BACS145	9.45		4407	401	9.45 Mileage (PMP)
09/10/2023	Various	BACS146	4,412.71		4000	101	4,412.71 Salaries Oct23
09/10/2023	Various	BACS147	454.10		4011	101	454.10 Members Allowances
09/10/2023	HMRC	BACS148	2,473.90		4001	101	2,473.90 Tax & NI qtr2
09/10/2023	Prepaid card	Cb1PPC Oct	463.18		203		463.18 Cb1 to PPCard Oct23
09/10/2023	NEST Pensions	DDNEST1023	444.22		4001	101	444.22 Council Oct23
09/10/2023	HSBC	HSBC1023	8.00		4600	101	8.00 Bank charges to Sep
09/10/2023	The Premier Trust N A Houghton	SONH1023	666.66		4012	101	666.66 Office rent Oct23
09/10/2023	The Premier Trust T J Newman	SOTN1023	666.67		4012	101	666.67 Office rent Oct
Total Payments:			14,874.64	0.00	250.75		14,623.89

Prepaid card

Payments made between 12/09/2023 and 09/10/2023

Nominal Ledger Analysis									
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
09/10/2023	Zoom Video Comms Ltd	PP32	15.59		2.60	4016	101	12.99	Subs Oct
09/10/2023	Milk & More	PP33	7.70			4510	101	7.70	office milk
09/10/2023	Ihasco	PP34	30.00			4007	101	30.00	PMP training
09/10/2023	Screwfix	PP35	391.40		65.23	4407	401	326.17	PMP equipment etc
09/10/2023	Vistaprint	PP36	18.49		3.08	4407	401	15.41	Business cards PMP
Total Payments:			463.18	0.00	70.91			392.27	

002580 RESOLVED to pay the October invoices listed above, to pay by BACS/sign the cheques accordingly

Receipts – noted:

SVR0923	Banked: 01/09/2023	400.00							
SVR0923	TWERPS	400.00			1010	100	400.00	SVR rent Sep	
	Banked: 05/09/2023	20,000.00							
CB4 to CB1	Nationwide Deposit Bank A/C	20,000.00			204		20,000.00	Nationwide to C Acc	
Ph Hse Sep	Banked: 06/09/2023	477.62							
Ph Hse Sep	O Chenchyk	477.62			1063	100	477.62	Rebate utilities to Sep	
	CiCrent Banked: 15/09/2023	1.00							
	CiCrent WPCIC	1.00			1062	100	1.00	Annual rent	
	CiCwater Banked: 15/09/2023	51.72							
	CiCwater WPCIC	51.72			1063	100	51.72	water charges PO to Sep	
PreceptOct	Banked: 09/10/2023	85,417.00							
PreceptOct	Wealden District Council	85,417.00			1076	100	85,417.00	Precept Oct23	
Total Receipts:			106,347.34	0.00	0.00		106,347.34		

19.3 Consider quotes

During the 2023/24 budget setting process it was agreed to set aside £1,500 to have the hedge behind the chainlink fence on Station Road, Groombridge laid in order to train it into a living fence and remove the chainlink.

The hedge is now large enough to have it laid and 2 quotes have been obtained from people within a 15 mile radius, one for £1,920 and the other for up to £2,006. The lower quote was AGREED on the basis that the contractor is based in the parish.

002581 **RESOLVED** to accept the quote from Underwoodsmen Ltd of £1,920 to lay the Station Road, Groombridge hedge utilising the £1,500 in budget line 4231 and taking the remainder from general reserves.

The Clerk had been advised that it is likely that the hedge would be sufficiently established to allow the chainlink to be removed within 1-2 years of the hedge laying being undertaken.

20. CLERK'S REPORT – to include update on Parish Maintenance Person role

The Clerk reported that Alex Chenchik had started in the Parish Maintenance Person role and was settling in well to the role.

The Clerk reported that following email consultation with the Chair, and under delegated authority, the Clerk had authorised Martin & Co to instruct Tonbridge Defenders to undertake repairs to fix a leak in the roof at Phoenix House at a cost of £3,030. EMR 341 Phoenix House/Post Office Maintenance £3,000 to be utilized, transferred to budget line 5101 PO building annual non-PWLB for payment.

21. REPORTS FROM COUNCILLORS REGARDING MEETINGS AND TRAINING ATTENDED

Cllr Gordon-James had attended the North Wealden Planning Cluster meeting and had fed back to the WPC Planning Committee meeting. Following September Council, Cllr Winter had attended a meeting with Groombridge Scouts. They are exploring some ways that we could work together.

Cllr Pardey notified the meeting that the Withyham Parish Charity, for which she is a representative, had made a grant of £500 to the new Squirrels group of Groombridge Scouts.

Cllr Gaukroger had attended the Ashdown Forest Parish Liaison meeting and raised concerns about the state of the car park and the poor sight lines that discouraged people from using the car park. The Conservators confirmed that St John's car park was set to be worked on this year to improve its surface. At the recent meeting between WPC, the Horder Centre and St John's School, the headteacher had expressed a hope that if the car park was resurfaced then more parents would park there rather than the road which would make it safer to employ a crossing patrol person.

Also reported at that meeting was that the paid parking scheme was meeting its projected level of funding and no significant issues had been reported.

22. MATTERS OF URGENT IMPORTANCE FOR NOTING OR INCLUSION ON FUTURE AGENDA

- Feedback from the new Climate and Ecology Advisory Committee
- Response to ESCC wild verge consultation

23. DATE OF NEXT MEETING - Monday 13th November 2023 at Groombridge Old Station at 7pm unless otherwise notified by the agenda

The meeting ended at 9.50pm.