

Berwick Parish Council

Minutes of the Full Council Meeting of Berwick Parish Council held at the Berwick Village Hall on 22nd March 2018 at 7:30pm

70. Present

Cllrs K Winter (Acting Chairman), Chris Bird, S Carnie and V Burrough.

Councillor N Bennett, Alison Stevens (Clerk) and one member of the public were also in attendance.

71. Apologies for absence

Councillor B Smith sent apologies for her absence which were duly accepted by the Parish Council.

District Councillor P Ede also sent apologies for his absence.

The meeting was then suspended.

72. Reports from County Councillor

County Councillor Bennett said ESCC has three consultations currently open. They are on;
1: Waste and Recycling Centres – the County Council is proposing to close the recycling centres at Wadhurst and/or Forest Row, change the opening hours of other centres and charge for non-business waste.

2: Grass Cutting – the number of urban cuts is to be reduced from six to two a year. This Parish will not be affected.

3: The proposed closure of two care homes in East Sussex, namely Milton Grange and Firwood House.

Full details on each consultation can be found on the ESCC website.

County Councillor Bennett also;

- said he attended a South East Water Resilience Meeting which he found very useful.
- confirmed seven libraries in the County are set to close and the mobile library service will cease. The County Council is open to groups to submit expressions of interest to run their community library.

County Councillor Bennett then left the meeting.

73. Report from the District Councillor

There was no report from the District Councillor on this occasion.

74. Representatives from South East Water

Ms Shippey and Mr Dance from South East Water told everyone about the new Draft South East Water Resources Management Plan. They described the achievements of their previous Plan (water demand fell), how they created the new Plan, what their proposals are

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and how the new Plan will affect Arlington Reservoir. South East Water plans to build a second reservoir at Arlington which will allow it to take water from the Ouse, and provide some different recreational facilities.

A public exhibition was held on Monday 19th March at Berwick Village Hall and 34 people attended.

Full details on the Plan can be found on the South East Water website. Comments can be sent to the Secretary of State for Environment, Food and Rural Affairs, emailed to DEFRA at water.resources@defra.gsi.gov.uk or sent via the South East Water website at southeastwater.co.uk/yourwateryoursay.

In answer to Councillor's questions, Mr Dance confirmed;

- this system is the most efficient one.
- there will need to be more pipework installed.

75. Public Question Time

Mr Clapson, speaking as the Consultant for the application, asked Councillors to support the planning application for Berwick Service Station (WD/2018/0087/F) because he said;

- The business provides a service to this and surrounding villages.
- It helps to maintain the Cuckmere Community Bus.
- The site is always clean and tidy.
- There is never a problem with pollution.
- The proposed development is within the building line.
- It is single storey and therefore does not obstruct any of the views of the neighbouring properties..
- It blends in with its surroundings.
- It will help the business.
- There will be no increase in vehicle movements because the cars are being transferred from within the same site.
- Two more jobs will be created.

The meeting was then re-opened.

76. Planning Applications

WD/2018/0087/F - Berwick Service Station, Station Road, Berwick, BN26 6TA - Extension of existing building for same use (service/repair of classic cars) – Berwick Parish Council has no objections to this applications because;

- The business provides a service to this and surrounding villages.
- It helps to maintain the Cuckmere Community Bus.
- The site is always clean and tidy.
- There is never a problem with pollution.
- The proposed development is within the building line.
- It is single storey and therefore does not obstruct any views from neighbouring properties.
- It blends in with its surroundings.
- It will help the business.

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- There will be no increase in vehicle movements.
- Two more jobs will be created.

WD/2018/0346/F - Bowood, Station Road, Berwick BN26 6SZ - Proposed two storey annex extension – Berwick Parish Council has no objections to this application on any planning grounds.

77. Minutes of the Parish Council Meetings held on 23rd November 2017 (previously distributed).

The Minutes of the Full Council Meetings held on 23rd November 2017 were read, confirmed as a true and accurate record and signed by the Chairman.

78. Clerk's Report on Matters' Arising from those Minutes

The Parish Council has received a complaint from a resident who said the villagers are extremely concerned about the recent total level crossing closure and how it disrupted the village. They would like the Parish Council to write to Network Rail to clarify/highlight the following issues;

- 1: Why was there no forewarning to the villagers, until the roadside signs were put in place?
- 2: Why was there was not a pedestrian crossing? This caused extreme confusion and anger amongst the villagers, especially those who cannot drive and needed to cross to go to work, or to catch the replacement bus service which ran from the south side only. The diversion was via Selmeston which is 4.5 miles away and therefore a very long walk. They asked if Network Rail is aware that Berwick Station is the only station on the line without a footbridge or that local businesses lost money over that weekend as a result.

Councillors agreed the Clerk will write to Network Rail and try and stop this happening again.

79. Reports from Parish Councillors

i: Berwick Playing Field – The trees which border the playing field still need cutting back because they are encroaching onto the football pitch. The Clerk will ask Lord and Lady Lloyd to chase their contractors.

ii: Highways and Transport Matters – Councillors asked the Clerk to report the following to Highways;

- A pothole which is at Lower Wick Street on the other side of the bridge and by the lay by in Wick Street.
- A particularly large pothole in Common Lane which is situated half a mile from the crossroads.
- Verges which have been churned up by large vehicles, and request better signage.

The grass verge outside Gatehampton, near Posturite, is particularly bad and it was suggested posts might be more appropriate there because they should stop vehicles cutting the corner.

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- The turf needs cutting back outside New House and Katkins in Station Road. The hedges need cutting back to the boundaries.

80. Reports from Outside Bodies

- i: Village Hall Committee – There was nothing new to report from the Village Hall on this occasion.
- ii: Cuckmere Community Bus – There was nothing new to report from Cuckmere Community Buses on this occasion.
- iii: Tree Warden – This was covered in the Playing Field Report.
- iv: Cuckmere Community Flood Forum – Councillor Winter asked the Clerk to find out when the next meeting is and let him know.

81. Finance

- i: Approval of payments and receipts – Councillors approved the following payments;

		£
101034	Jakk - Signs	606.48
101035	Mass Media - Website updates	42.00
101036	G Pocock - Grass cutting	944.68
101037	A Stevens Salary - December	314.59
101038	HMRC - PAYE	628.80
101039	ESCC - Pension Contributions	300.66
101040	A Stevens - Salary - January	314.59
101041	Kapersky - Internet Security	49.99
101042	Mass Media - Website updates	42.00
101043	A Stevens Salary - February	314.59
101044	ESCC - Pension Contributions	300.66
101045	A Stevens Salary - March	314.59
101046	HMRC - PAYE	629.20

- ii: Approval of Accounts to date - Councillors resolved to approve the accounts to the 28th February 2018.

82. Berwick Recreation Ground

Councillor discussed whether or not to contribute a sum towards the water bill at the Village Hall to help compensate for the water used by the Caravan Club. Councillors resolved to contribute £68.50.

83. General Data Protection Regulations

The current Data Protection Act is out of date and does not take into account Social Media.

The new regulations take effect from 25th May 2018 and return ownership of data back to the individual. After May individuals will have to give their consent when anyone wants to use their data, and for what they want to do with it.

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Professional organisations (including Town and Parish Councils) will have an obligation to look after information.

Organisations such as Town and Parish Councils will need to appoint an independent Data Protection Officer. Solicitors at NALC and the SLCC agree this cannot be the Clerk. The role of the Data Protection Officer (DPO) will be to act like a policeman and protect the individual.

One solution is to appoint a Cyber Protection Solutions Company to be the DPO. They have discovery templates they can share which will find out where the data is and they can work out what to do with it. We can take our lead from them.

Any information held by the Parish Council will need to be encrypted because;

- If the Parish Council gets hacked the information will be unreadable it won't have to report it.
- If information is lost on a memory stick for example, no-one will be able to access the information on it.
- If the Parish Council loses someone's data and it is not encrypted they are entitled to compensation.

Consent to hold data will need to change. Individuals will no longer be able to tick a box providing general consent, they must specifically consent to the purpose the data is being used for and that consent must be recorded.

Parish Councillors may need to have separate Parish Council email addresses and their own personal devices will have to be encrypted if they hold Parish Council information.

Councils will also need to approve more policies (ie; Retention Policy, Privacy Policy).

Berwick Parish Council has started to take the new regulations on board, the Clerk has attended training, the office computer is now encrypted and the contents are now stored on an encrypted memory stick.

Berwick Parish Council resolved to appoint Satswana, a Cyber Protection Solutions Company recommended by SSALC, as its independent Data Protection Officer.

84. Consultations –

- i: Library Consultation – Councillors had nothing to add to their comments on the original consultation.
- ii: Sensitive Roads – Councillors had no comments to make on this consultation.
- iii: Recycling Sites – Councillors are concerned that charging for non-domestic waste will lead to an increase in fly-tipping.

85. Questions from Parish Councillors

There were no further questions from Parish Councillors.

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There was no further business and this meeting closed at 8.50pm

Signed: _____
Chairman

Date: _____

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