

Berwick Parish Council

Minutes of the Annual General Meeting of Berwick Parish Council held at the Berwick Village Hall on 17th May 2019 at 7.30pm

1. Present

Cllrs B Smith, K Winter, V Burrough, D Robinson and S Carnie.

Alison Stevens (Clerk) was also in attendance. No members of the public were in attendance.

2. Signing in of New Council

Councillors completed the Acceptance of Office, Register of Interests and Consent to Send Forms.

3. Election of Chairman

Councillor Carnie proposed and Councillor Burrough seconded Councillor Winter for the role of Chairman. Councillor Winter accepted the role of Chairman of Berwick Parish Council.

4. Election of Vice-Chairman

Councillor Burrough proposed and Councillor Smith seconded Councillor Carnie for the role of Vice-Chairman. Councillor Carnie duly accepted the role of Vice-Chairman.

5. Apologies for absence

County Councillor Bennett sent apologies for his absence.

The meeting was then suspended.

6. Public Question Time

There were no questions from the public on this occasion.

7. Reports from County and District Councillors

There was no report from the County Councillor or District Councillor for this meeting.

The meeting was then re-opened.

8. Minutes of the Parish Council Meeting held on 28th March 2019 (previously distributed) and Clerk's Report on any Matters Arising from those Minutes.

The Minutes of the Parish Council Meeting held on 28th March 2019 were read, confirmed as a true and accurate record and signed by the Chairman.

All matters' arising were included elsewhere on the agenda.

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9. To appoint Councillors to serve as Representatives of the Parish Council on the following bodies;

East Sussex ALC Ltd (to attend the AGM)	Vacant
Wealden District Association of Local Councils	Cllr Carnie
Village Hall Committee	Cllr Burrough
Tree Warden	Mr D Carnie
Cuckmere Flood Forum	Any Councillor
Cuckmere Community Bus	Councillor Smith
SDNP	Councillor Robinson

10. Payment of Annual Subscriptions and Insurance

Councillors resolved unanimously that the following subscriptions and insurance are paid for 2019-2020;

Wealden District Association of Local Councils
Society of Local Council Clerks
Sussex Association of Local Councils
Zurich Insurance
Information Commissioner

11. Meeting Dates 2019-2020

Councillors agreed the meeting dates for 2019-2020 will be;

<u>2019</u>	
July	25th
September	26th
November	28th
<u>2020</u>	
January	23rd
March	26th
May	28th
July	23rd

Additional meetings may be called to discuss planning applications when consultation deadlines fall outside of these dates.

12. Bank Signatories

Councillors agreed the signatories for 2019-2020 will be Councillors Burrough, Winter and Smith.

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13. Code of Conduct

Councillors resolved to accept the Code of Conduct introduced by Wealden District Council under the Localism Act 2012.

14. To adopt the Standing Orders and Financial Regulations

Councillors resolved to accept the latest Standing Orders (2018) and Financial Regulations (2014) as recommended by NALC which had been distributed before the meeting.

15. General Power of Competence

Berwick Parish Council resolved that it meets the prescribed conditions for the General Power of Competence.

16. Planning Applications

Councillors considered the following Appeal and agreed they had no objections to the application;

APP/Y9507/Y/18/3208885 SDNPA Reference: SDNP/18/01532/LIS – The Old Rectory, The Village, Berwick, BN26 6SR - Form large opening in separating wall between existing kitchen and adjoining space (formerly back staircase but no longer existing).

17. Reports

- i: Berwick Playing Field – Councillors considered a request from Pevensey and Westham Football Club but agreed they are unable to accommodate the Club's terms because Berwick Parish Council is only a small Parish Council. Councillor Smith asked to see the contract issued to the club who formerly used the ground.
- ii: Highways and Transport Matters – Councillor Smith asked if there was a response from Highways to the Council's request for no coaches signs in Berwick village.

The response from Highways Senior Traffic and Safety Officer was;

'To completely ban coaches from using 'The Village' would require a Traffic Regulation Order. I have checked the Police Crash Record for the area and there have been no personal injury crashes relating to coaches in the most recent three year period. In light of this, and our limited public funds, this is not something we would consider and must target our resources at those sites with an identified crash record.

As it is the Church that is booking the coach parties, I would suggest that they liaise with the coach company directly and request that the coach stops at a more convenient location for future trips.

I am sorry I have been unable to help further on this occasion'

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18. Finance

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

		£
101128	ESCC Subscription	96.47
101129	Peter Frost - Internal Audit	78.65
101130	Firle Estates - Recreation Ground	50.00
101131	Mass Media - Website	25.20
101132	GP Pocock - Grounds Maintenance	944.68
101077	Zurich Insurance	1321.72
101078	A Stevens - Salary	327.45
101079	A Stevens - Salary	327.45
101080	ESCC - Pension	324.40
101081	S Goacher - Payroll	158.52
101082	SSALC - Local Council Review	17.00

ii: Councillors resolved to approve the Annual Governance Statement 2018-2019.

iii: Berwick Parish Council resolved to confirm its Exemption Status for the year 2018-2019..

iv: Councillors resolved to approve the accounts, the risk management document, the asset schedule and the internal audit arrangements for the financial year to 31st March 2019.

19. Questions from Parish Councillors

There were no further questions from Parish Councillors.

There being no further business, this meeting closed at 8.05pm

Signed:

Chairman

Date:
