

# Berwick Parish Council

Minutes of the Annual General Meeting of Berwick Parish Council held at the Berwick Village Hall on 26<sup>th</sup> May 2022 at 7.45pm.

1. Present

Cllrs K Winter (Chairman), V Burrough, S Carnie and B Smith.

District Councillor D Watts, Alison Stevens (Clerk) and two members of the public were also in attendance.

2. Election of Chairman

Councillor Burrough proposed and Councillor Carnie seconded Councillor Winter for the role of Chairman. Councillor Winter duly accepted the role of Chairman.

3. Election of Vice-Chairman

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

4. Apologies for absence

Apologies for absence were received from Councillor Mills and the reasons for his apologies were accepted by the Full Council.

The meeting was then suspended.

5. Public Question Time

There were no questions from any members of the public.

6. Reports from County and District Councillors

There were no reports from either the County or the District Councillor.

The meeting was then re-opened.

7. Minutes of the Parish Council Meeting held on 24<sup>th</sup> March 2022 (previously distributed) and Clerk's Report on any Matters Arising from those Minutes.

The Minutes of the Parish Council Meetings held on 24<sup>th</sup> March 2022 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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8. To appoint Councillors to serve as Representatives of the Parish Council on the following bodies;

East Sussex ALC Ltd (to attend the AGM)	tbc
Wealden District Association of Local Councils	Mrs A Stevens
Village Hall Committee	Cllr Burrough
Tree Warden	Mr A Carnie
Cuckmere Flood Forum	Councillor Winter
Cuckmere Community Bus	Councillor Smith
SDNP	tbc
Parish Cluster	Councillor Winter
Working Group Against Over Development	Mrs A Stevens and Cllr Carnie

9. Payment of Annual Subscriptions and Insurance

Councillors resolved unanimously that the following subscriptions and insurance are paid for 2022-2023;

Wealden District Association of Local Councils  
East Sussex Association of Local Councils  
Zurich Insurance  
Information Commissioner

10. Meeting Dates 2022-2023

Councillors agreed the meeting dates for 2022-2023 will be;

28<sup>th</sup> July 2022  
22<sup>nd</sup> September 2022  
24<sup>th</sup> November 2022  
26<sup>th</sup> January 2023  
23<sup>rd</sup> March 2023  
25<sup>th</sup> May 2023  
27<sup>th</sup> July 2023

Meetings will be held in Berwick Village Hall and will start at 7.00pm.

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

11. Bank Signatories

Councillors agreed the signatories for 2022-2023 will be Councillor Burrough, Councillor Winter, Councillor Smith and the Clerk.

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## 12. Code of Conduct

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

## 13. To adopt the Standing Orders and Financial Regulations

Councillors resolved to accept the latest Standing Orders (2022) and Financial Regulations (2022) as recommended by NALC which had been distributed before the meeting.

## 14. General Power of Competence

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

## 15. Planning Applications

There were no planning applications for Berwick Parish Council to comment on at this meeting.

## 16. Reports

- a) Berwick Playing Field – Councillor resolved to appoint Carole Vine as the new Bookings Secretary. Mrs Vine will take over from the 1<sup>st</sup> June. The Recreation Ground can be booked by emailing Mrs Vine at [berwickfieldhire@btinternet.com](mailto:berwickfieldhire@btinternet.com)
- b) Highways and Transport Matters –
  - i. Feasibility Study update – the Parish Council submitted its suggestions to the Project Manager who identified which were the most feasible and reported back. Councillors resolved to proceed with the following;
    - Speed bumps in Station Road and Common Lane.
    - Chicanes along Station Road
    - Improving the raised 30 mph roundels.

Speed cameras had been suggested but they are not organised by the County Council. An improved cycle route from the village to the reservoir was also discussed but it would have had to cross private land.
  - ii. Firle Speed Device update – At its last meeting Berwick Parish Council accepted an invitation from Firle Parish Council to jointly buy a Speed Monitoring Device and recommended Firle Parish Council buys one device for each group of ten Parish Councils interested. Councillor Mills will be the Co-ordinator.

## 17. Reports from Outside Bodies

- a) Village Hall Committee – Councillor Smith asked if the Village Hall will replace the inner curtain to help improve the acoustics. Councillor Burrough said she will ask.
- b) Cuckmere Community Bus – The service has a new bus which is not in service yet.

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- c) Tree Warden - The Tree Warden sent a written report in which he said that 'All local paths remain clear and safe to use so far as I can see. I am responding to a request to attempt to preserve some naturally occurring oak saplings in the field behind Meadow View cottages'.
- d) Cuckmere Flood Forum – Highways attended on the 17th May to repair the damaged chamber they say is causing the flooding at 13 Downsway.
- e) South Downs National Park Authority – There was nothing new to report on this occasion.
- f) Parish Cluster Meeting – There was nothing new to report on this occasion.
- g) Working Group Against Over Development Meeting - 39 out of the 42 Town and Parish Councils and Parish Meetings in the District were represented at the Working Group Against Over-Development Meeting which was held on the 8th April. The minutes of the meeting can be found at: <https://www.chiddingly.gov.uk/working-group-on-over-development/>. The Parish Council understands that 41 out of the 42 Councils have now signed up to the group.

## 18. Finance

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

		£
101246	ESALC - Subscriptions	89.18
101247	ESCC - Verge Cutting	308.40
101248	Firle - Rent	100.96
101249	HM Bookkeeping – Payroll Services	50.00
101250	Mass Media - Website	100.80
101251	Peter Frost - Auditor	94.25
101252	S Goacher - Payroll Services	259.65
101253	Team4 Solutions – Payroll	12.00
101254	Zurich - Insurance	1394.40
101255	A Stevens - Salary - March	542.04
101256	A Stevens - Salary - April	461.61
101257	ESCC - Pension	329.60

- ii: Councillors resolved to approve the Annual Governance Statement to 31st March 2022.
- iii: Berwick Parish Council resolved to confirm it does not have Exemption Status for the financial year to the 31st March 2022.
- 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 2022.
- v: It was resolved that the dates for the Exercise of Electors Rights will be the 13<sup>th</sup> June and the 22<sup>nd</sup> July 2022.

## 19. Queen's Platinum Jubilee

Councillors resolved to buy a tree to commemorate the Queen's Platinum Jubilee and will consider bring suggestions for which type of tree to the next meeting.

## 20. Assets of Community Value

At the last meeting, Councillor Mills agreed to ask both publicans how they would feel if their

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pubs are nominated as Assets of Community Value. He plans to report back to the next meeting.

## 21. Questions from Parish Councillors

Councillor Carnie asked if anyone has put themselves forward to be a Parish Councillor following the call she put out on social media. No one has.

Councillors Burrough and Winter warned of several break-ins recently and warned residents to be extra vigilant.

It was also noted that;

- The area which had been roped off outside Cranford Industrial Estate has been re-opened.
- The local Highway Steward has inspected the road in Berwick Village and identified two potholes outside The Cricketers Arms in need of repair which ESCC will see to and;
- The bus shelter which disappeared recently was on land purchased by National Highways and was always going to have to be moved to allow space for the new shared use path. Their site team tried to remove it carefully but it did not survive. National Highways has confirmed they will replace the shelter with a similar one.

There was no further business and the meeting closed at 8.30pm

Signed: \_\_\_\_\_  
Chairman

Date: \_\_\_\_\_