

Chiddingly Parish Council

www.chiddingly.gov.uk

Chairman

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9th September 2020

Members of Chiddingly Parish Council are summoned to a 'virtual' **Parish Council Meeting** to be held via 'Zoom' on **15th September 2020** commencing at 1930 hours.

The public have a right and are welcome to attend the online meeting, it will be held via Zoom conferencing, please follow the link below to join:

Meeting Link: <https://zoom.us/j/99530224248?pwd=UXAySWNLSHpNWldiVVVNczR0Wm9Hdz09>

Meeting ID: 995 3022 4248
Password: 753844

If any members of the public have a comment or query regarding the agenda if possible, please email the clerk prior to the meeting.

The agenda for this meeting is a reduced agenda due to the current situation and includes mandatory items together with items considered important to the parish. This meeting will be recorded for the use of the Clerk to produce the minutes of the meeting, the recording will be destroyed once the minutes are declared and signed as a true record.

Signed: **Julie O'Donnell** Clerk to Chiddingly Parish Council.

AGENDA

1. Apologies and reasons for absence.
2. The Chairman will invite Councillors to declare any interest they may have in the following agenda items.
3. Minutes of 21st July 2020 Parish Council Meeting to be agreed and signed as a true record.
4. Minutes of lockdown decisions made via email consultation to be ratified for March, April and May prior to virtual meetings being arranged.

The meeting is then suspended for 10 minutes, if required, for the Public to express a view or ask a question about any item on the following agenda.

This meeting is being held under the provisions made on the 4 April 2020, when the government brought The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 into force to allow local authorities to conduct meetings remotely.

5. Clerk and Councillor reports arising from the minutes 21st July 2020 not covered elsewhere in the agenda:
6. Councillor Reports:
 - 6.1. Cllr Draper (WDC).
 - 6.2. Cllr Nick Bennett (ESCC)
7. Correspondence:

7.1. NJC Clerk salary and holiday allowance increase

Agreement has been reached between the National Employers and the NJC Trade Union Side on rates of pay applicable from 1 April 2020. UNISON and GMB both voted to accept whilst Unite voted to reject. However, in line with the Constitution of the NJC, Unite accepts the collective majority decision of the other unions that the pay award will now be implemented. An increase of 2.75% will be applied across the SCP pay scales.

The NJC has also agreed that from 1 April 2020, minimum annual leave will increase from 21 to 22 days for employees with less than five years' service. The National Agreement Part 2 Para 7.2 will therefore, with effect from 1 April 2020, be amended to read as follows:

7.2 Annual Leave The minimum paid annual leave entitlement is twenty-two days with a further three days after five years of continuous service. The entitlement as expressed applies to five day working patterns. For alternative working patterns, an equivalent leave entitlement should be calculated.

The pay roll officer has confirmed that the back pay will be paid in Octobers salary.

7.2 Update to The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020. Documentation attached [here](#) and also a letter from Simon Clarke MP Minister for Regional Growth and Local Government [here](#) but to summarise –

- The 2020 Regulations permit the holding of remote meetings, with conditions.
- Local councils and parish meetings can decide the methods they will use to facilitate the holding of remote meetings.
- There is no requirement to hold an annual meeting.

7.3 Tree survey information from East Sussex Highways

East Sussex Highways is currently conducting a long-term tree survey on the rural highway network, i.e. all roads not within 30mph speed limits.

All trees within falling distance of the highway are being inspected. Any trees considered to be a potential hazard to any of the below within the next three years, are being reported:

- Highway users
- The Highway Authority
- Third party assets

Reported trees may be dead, dying, diseased or otherwise potentially hazardous for structural reasons. The issues the survey is identifying range from relatively minor to serious. Trees which require work are being marked with spray paint to aid identification. This work can vary from felling, to removal of dead wood, ivy, and overhanging branches. The surveyor will attach a period for any recommended works. This can range from, as soon as possible, to up to 3 years from the date of the survey. Works to highway trees are organised by East Sussex Highways, for private trees ESCC Highways will write to landowners and request they organise the work.

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ESCC Highways always seek to retain trees wherever possible for landscape, amenity and biodiversity reasons, but have to be mindful of the safety of highway users, and risks to highway and third-party assets.

8. To receive written applications for the office of Parish Councillor and to Co-opt a candidate to fill the existing vacancy.

Candidates will be given five minutes maximum to introduce themselves to members, give information on their background and experience and explain why they wish to become a member of CPC. This process will be carried out by adjourning the meeting to allow the candidate to speak. Where the Council wishes to discuss the merits of candidates and their personal attributes the Council will resolve to exclude the members of the press and public.

9. Clerks appraisal and salary review – to acknowledge that following a probationary 6 month period and successful appraisal with Cllr Richards and Cllr Mikelis the clerk has been confirmed in post. Her salary has been increased from SCP24 to SCP26 as stated in her contract of employment. The next appraisal and salary review will take place in August 2021.

10. Jubilee Fields play park check – Cllr Newham to report any issues.

11. Financial Matters

11.1. To approve the Bank reconciliations for August 2020.

11.2. To approve and authorise accounts payable for September 2020 (as detailed on the payment list).

11.3. To acknowledge the RBS reports circulated by the Clerk – Summary Receipts and Payments and Cash and Investment Reconciliation.

11.4. Grant application procedure. The grant application documents have been sent to previous recipients and added to the website too. The deadline for receiving completed applications is 30th September 2020. The clerk has only received three applications so far and has sent out reminders to last year's applicants.

12. To discuss the purchase of dog bin for the village car park – consider clerk report attached

13. Website update – Mike Goss from Citta consultants to feedback following his preliminary evaluation of the current website and advise following new accessibility legislation.

14. To discuss the results of the Parish survey – Cllr Best to present the findings

15. Planning reform – to consider a response to the Ministry of Housing, Communities and Local Government consultations on the reform of the planning system. [Changes to the current planning system](#)

16. Any items for inclusion on next months agenda

16.1. Stream Mill bridge update

- *The next virtual parish council meeting will take place on Tuesday 20th October 2020 at 7.30p.m.via Zoom conferencing.*
- *The next planning committee meeting will take place on Tuesday 22nd September 2020 at 7.30pm via Zoom conferencing*

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