

Mountfield Parish Council

Minutes of the Mountfield Parish Council Meeting held on 21st July 2020

Present

Councillors S. Rickman-Smith (Chairman),
C. Hollamby (Vice-Chairman), S. Taylor, N. Whines
Mrs. I. Marchant (Parish Clerk/RFO)
Members of the public

1. **DISCLOSURE OF INTERESTS**
None declared.
2. **DISPENSATIONS**
None requested.
3. **APOLOGIES FOR ABSENCE**
Apologies were received from Councillors Hardy, Ray and Snuggs.
4. **ACCURACY OF THE MINUTES OF THE PREVIOUS MEETINGS**
RESOLVED – that the draft minutes of the meetings held on 10.03.20 and 23.06.20 be confirmed as being accurate records of the proceedings. Councillor Taylor proposed and Councillor Whines seconded, the voting was unanimous. The minutes were signed by the Chairman.
5. **OPEN FORUM**
 - 5.1 County Council report (ESCC) – Councillor Field sent apologies.
 - 5.2 District Council report (RDC) – Councillor Kirby-Green sent apologies.
 - 5.3 Public Question Time – the matter of wildlife verges in Mountfield requested by a resident was discussed. The verge in question runs from New Cut to the Mountfield boundary with Brightling and MPC agree with this. The resident will contact ESCC with details and for permissions.
6. **REVISED CODE OF CONDUCT**
RESOLVED – to adopt the NALC Model revised Code of Conduct 2020. Councillor Hollamby proposed and Councillor Whines seconded, the voting was unanimous. The Clerk will publish the revised code on the Mountfield website.
7. **APPOINTMENT OF A NEW DATA PROTECTION OFFICER (DPO)**
Although the legal requirement for parish councils to have a DPO is no longer required, MPC consider that such an appointment will take pressure off the Clerk in the event of a breach of GDPR/explanations to the ICO and expert advice is always welcome.
RESOLVED – to appoint Satswana as MPC's DPO for the yearly fee of £125.00. The Chairman proposed and Councillor Taylor seconded, the voting was unanimous.
8. **WILDLIFE/WILDFLOWER VERGES IN MOUNTFIELD**
See item 5.3. above.
9. **TELEPHONE BOX (NEW CUT)**
 - The Chairman will arrange for cleaning and painting.
 - The box will be used for parish information (history, maps etc.) and a book swap.
 - The Clerk will ask for volunteers to manage and monitor the book swap.

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10. MEMORIAL PLAQUE FOR CHARLES CARTER

10.1 It is believed that the bridge where the plaque is to be placed is the property of British Gypsum. The Clerk will email contact details to the resident.

11. VALUATION OF KGF PAVILION (INSURANCE)

11.1 **AGREED** – for the Clerk to contact BHIB insurance for an approved organisation to carry out a valuation of the KGF pavilion for insurance purposes.

12. DIGITAL LOCK FOR FOOTBALL CLUB CAR PARK

12.1 **AGREED** – for security reasons MPC will purchase and fit a digital lock to the football club car park in the SW compound. The code will be set by the Parish Clerk and only MPC members and the football club Chairman will have the code, which will be changed frequently. The Clerk is to contact SW about a split chain.

13. PLANNING

13.1 No planning applications for consideration.

13.2 **AGREED** – on the rare occasions, i.e. meetings cannot be held, when responses are made using delegated authority – all members must respond to the Clerk’s email request within 10 days.

14. ENFORCEMENT

14.1 No Mountfield items on recent RDC enforcement lists.

14.2 No other enforcement matters for discussion.

15. HIGHWAYS/ROW

15.1 Footpaths –

- The Twitten is overgrown again, the Clerk will contact the resident.
- The Clerk is to contact Battle Ramblers to see when they are going to resume their walks and check the conditions of the paths.
- Councillor Taylor is to send the Clerk photos of the stile in the “horse field.”

15.2 Councillor Hollamby briefed MPC on the Black Cat speeding device that was discussed at the last RALC meeting. The Members were interested in this and will discuss again when the RALC minutes are published.

16. FINANCE

16.1 Bank balances at 30.06.20

Table 1 Bank balances at 30.06.20

MPC deposit account	£18,174.61
MPC current account	£1,084.46
KGF current account	£4,685.61

16.2 **RESOLVED** – to approve the following payments. Councillor Whines proposed and Councillor Taylor seconded, the voting was unanimous.

Table 2 Payments for approval

*ICO registration 2020-21	40.00
*J. Moore – MPC internal audit 2019-20 AGAR	50.00
*Donation – Alzheimers Society (in lieu of part int. audit fee)	50.00
*Amazon – pack 50 face masks	22.99
*BHIB – MPC insurance 2020-21	389.33
Clerk – salary, home office, expenses (Jun/Jul 2020)	1,011.77
TOTAL	£1,564.09
*Payments already made	

16.3 **RESOLVED** – to approve the first quarter accounts at 30.06.20 as presented by the Clerk. Councillor Whines proposed and Councillor Hollamby seconded, the voting was unanimous.

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16.4 **RESOLVED** – to plan for future payments to be made via internet banking. The Chairman proposed and Councillor Whines seconded, the voting was unanimous.

17. **DATES FOR NEXT MEETINGS**

11.08.20 – Planning meeting (provisional, will only be held if required).

08.09.20 – Full council meeting.

Both to start at 7.30pm in Mountfield Village Hall.

DRAFT