



Iden Parish Council

Clerk: Mrs Mary Philo

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Parish Council members are summoned to the Meeting to be held on 6th February 2018 at 7.30pm in Iden Village Hall

Signed Dated 31st January 2018
Mary Philo, Clerk

Members of the Public and Press are welcome and encouraged to attend

AGENDA

- 1. Apologies** LGA1972 sch12, 12
- 2. Disclosure of Interests**
To receive any disclosure by Members of personal and disclosable pecuniary interests in matters on the agenda, the nature of any interest and whether the Member regards the personal interest as prejudicial under the terms of the Code of Conduct. Members are reminded of the need to repeat their declaration immediately prior to the commencement of the item in question.
Code of Conduct
- 3. Minutes**
To approve minutes of the Parish Council Meeting held on 2nd January 2018 (previously distributed and available from idenvillage.wordpress.com) and to sign as a true record. LGA 1972 sch12,19.1

The meeting to adjourn for up to 25 minutes for

Report from the County Councillor
Report from District Councillors
Public Question Time

This 10-minute period is available for the public to express a view or ask a question on relevant matters on the following agenda. Because of time constraints, only one question will be permitted per member of the public. Please advise the clerk if you have any other questions at the end of the meeting.

The meeting to reconvene. Members of the public are welcome to stay and observe the rest of the meeting when they must remain silent.

- 4. Planning** (application details can be found on Rother District Council website)
Town and Country Acts 1990 sch1/2010

- 4.1 **Enforcements:** None advised to the Clerk.
- 4.2 **Planning Decisions:** None advised.
- 4.3 **Applications received:** None received.

5. **Finances**

Iden Financial Regulations

5.1. Bank balances.

5.2. **Receipts**

£ 1500.00 Iden Fete Committee: Donation to play area equipment fund
 £ 0.25 Bank interest
 £ 2662.50 Sussex Association of Local Councils: Transparency Grant

5.3. **Payment of Cheques (including but not limited to)**

£ 440.75 Clerk's Salary for 8 hours a week
 £ 41.70 M Philo refund Administration cost: car £11.70, room £30.00
 £ 115.20 Sussex Association of Local Councils: General Data Protection Regulations training (vat £19.20)
 £ 200.00 J A Waterfield: New Burial Ground annual hedge trim (no vat)
 £ 285.00 L Leadbeter: 2017 pest control annual contract fee
 Charge Card- nil

6. **To agree the following amendments to Iden Financial Regulations - Contracts**

11.1 b) Where it is intended to enter into a contract exceeding **£6,000** in value for the supply of goods or materials or for the execution of works or specialist services other than such goods, materials, works or specialist services as are excepted as set out in paragraph (a) the Clerk shall invite tenders from at least three firms to be taken from the appropriate approved list.

f) If less than three tenders are received for contracts above **£6,000** or if all the tenders are identical the council may make such arrangements as it sees fit for procuring the goods and materials or executing the works.

h) When it is to enter into a contract of less than £6,000 in value for the supply of goods or materials or for the execution of works or specialist services other than such goods, materials, works or specialist services as are excepted as set out in paragraph (a) the Clerk or RFO shall obtain 3 quotations (priced descriptions of the proposed supply); where the value is below £3,000 and above **£500** the Clerk or RFO shall strive to obtain three estimates. Otherwise regulation 10 above shall apply.

7. **To agree to contract Nigel Gibbs and Sons for a two year contract to cut the grass at the New Burial Ground, All Saints Church, play area and Iden Playing Fields.** (2018 prices - Churchyard and New Burial Ground - £110 a cut, Iden Playing fields - £120 a cut, Play area - £50 a cut; £210

bramble and nettle sprays: approx. 15 cuts a year) Open Spaces Act 1906

8. **To agree to contract Mr Leadbetter for a further 12 months of 4/5 visits per annum - Cost £285**

Best Practice

9. **To agree to sand blast and repaint the Iden Village Name Signs** (est. £135 and £110) permission from Highways has already been received. 1980 Highways Act

10. Due to closure of rural offices for major banks, **To agree to vary the current bank mandate of read only delegate, to allow the Clerk to become a signatory so as to make payments online which are to be verified online by another councillor.** Iden Financial Regulations to be amended to reflect this.

11. **To agree the updated Children and Adults at Risk Policy** (available on idenvillage.wordpress.com)

Best Practice

12. General Data Protection Regulations
13. Iden Playing Fields
Cricket club meeting, Fete letter, road direction sign.
14. Playing Fields /Pavilion:
Pavilion association meeting
15. **Risk Assessment** – Report on Parish Assets - Play Area- Clerk. Councillors are to review their agreed responsible area of parish assets.
16. **Information for Councillors** (for noting or inclusion on future agenda)
Dog bins
Annual village assembly date
HMRC refund
17. **Date of Next Meeting**
The next meeting will be Tuesday 6th March 2018 at 7.30pm in Iden Village Hall.