

Hooe Parish Council

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Date: 25th April 2022

1 Thorne Farm Cottages

Ninfield Road

Bexhill on Sea

East Sussex

TN39 5JP

Minutes of the Extra Ordinary Meeting of 25th April 2022

Attendees: Cllr David Constable (DC), Cllr Ross Clifton (RC), Cllr Peter Hayward (PH), Cllr A. Loyd (AL),
Cllr Paul Yeeles (PY), Cllr Stephen Crawhurst (SC)

Other attendees: None

11 members of the public present. Meeting opened at 7pm

Business To Be Transacted – For Public Information

1. **The chairman's welcome to members of the public**

The chairman welcomed everyone to the meeting.

2. **To receive apologies and reasons for absence** in accordance with the Local Government Act 1972 S85 (3)

Apologies received from Cllr Bowdler – East Sussex County Council and Cllr D.Carey

3. **Disclosure of Interests**

Interests in accordance with the Localism Act 2011 and the Parish Council code of conduct.

To receive councillors' declarations of interest regarding matters on the agenda and consider any written requests or dispensation as a result. Any changes to register of interests should be notified to the clerk.

No interests declared.

Matters for Consideration and Resolution

4. **Exclusion of the Public**

To exclude the public for agenda item 11 the following resolution must be passed.

A motion was read by the DC that under the public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the business for agenda item 11 as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

Proposed by PY and seconded by RC. All agreed.

Resolved the public be excluded from the council meeting for agenda item 11 to consider a confidential legal matter.

5. **Minutes of the Previous Meetings** to be agreed and signed as a true record.

Proposed by RC and seconded by PY. All agreed. Resolved that the minutes of the extra ordinary meeting held on the 5th April 2022 to be signed as a true record.

Matters for Consideration and Resolution

6. To ratify the decision to close the village hall and sports pavilion due to the insurance underwriters withdrawing insurance cover to the buildings due to failing to comply with statutory health and safety obligations.

DC reported that it is anticipated for the buildings to be closed for two to three months while work is undertaken.

Proposed by SC and seconded by PY. All agreed.

Resolved that the village hall and sports pavilion be closed until the health and safety works completed

- 7 To consider the earmarking of funds for the sum of £15,000 to undertake the health and safety work to the village hall and agree any other action required.
- Proposed by SC and seconded by AL. All agreed.**
Resolved to earmark £15,000 funds to the village hall health and safety work.
8. Subject to the agreement of agenda item 7, to agree the General Reserves and Earmarking Summary at 31/3/2022 following agreement at the full council meeting on the 11th April 2022.
- Proposed by SC and seconded by PY. All agreed.**
Resolved to accept the General Reserves and Earmark Summary Financial Statement at 31/3/2022 as written.
9. To consider altering the annual parish meeting date from Monday 9th May 2022 to Monday 23rd May 2022.
- Proposed by PH and seconded by RC. All agreed.**
Resolved to hold the Annual Parish Meeting on the 23rd May 2022 at St. Oswald's Church.
10. To consider a donation to St. Oswald's Church for the temporary use of the facility for council meetings.
DC reported all meetings to be held at St. Oswald's church until further notice.
- Proposed by SC and seconded by AL. All agreed.**
Resolved to make a donation to St Oswald's Church. Amount to be agreed at final council meeting date at St. Oswald's Church.
11. **Confidential legal matter not to be reported in the public domain.**

Meeting closed at 7.25pm

Supporting Documents

Agenda Item 6

Closure of Hooe Village Hall and Sport's Pavilion

At the council meeting held on the 11th April 2022 the chairman requested the clerk to contact the insurance company to discuss the issue of whether the village hall was insured as essential health and safety work had not been carried out as set out in a health and safety report dated the 21st May 2021.

The insurance underwriter considered the health and safety report and confirmed the building was not currently insured for public use as the parish council had not met its statutory health and safety obligations. The insurer also stated this position would apply to any other building held by the parish council.

Following discussions, the chairman and the clerk agreed that both the village hall and the sports pavilion would be closed until essential health and safety works had been carried out.

The clerk is in the process of organising quotes from suitably qualified contractors and will report back to the parish council to seek approval for the works to be undertaken.

In accordance with The Data Protection Act 2018 all attendees of the meeting are hereby notified that the meeting will be recorded as an aide memoire for the clerk when compiling the minutes. The recordings are held securely and are deleted after the resolution that the minutes are a true and correct record.

Members of the public should be aware that being present at a meeting of the Council or one of its committees or sub-committees will be deemed as the person having given consent to being recorded (photograph, film or audio recording) at the meeting, by any person present. A person or persons recording the parish meeting are reminded that the "Public Session" period may not be part of the formal meeting and that they should take legal advice for themselves as to their rights to make any recording during that period.

Agenda Item 7

General Reserves and Earmarking Summary at 31/3/2022	
Amount	Reason
£166,637.29	Bank Reconciliation Balance on 28/2/2022
£905.20	Income Due - not necessarily received by 31/3/2022
£3,243.21	Cheques written not logged
Total £164,299.28	
£1,406.54	CIL received April 2021
£1,555.10	Youth Money
£9,910.00	Shortfall for Budget 2022/2023 (excludes income)
Total £151,427.64	
General Reserve	£20,955.00 Reserves 50% one year equivalent funds
Total	£130,472.64
Earmark	£1,500.00 Unpaid Water Bills
Earmark	£5,000.00 Water Supply to Sports Pavilion
Earmark	£10,000.00 Remove and replace asbestos shed - Recreation Grounds
Earmark	£30,000.00 Work to Sport's Pavilion
Earmark	£5,000.00 Work to Allotments
Earmark	£700.00 Extra Dog Bin for Recreation Grounds
Earmark	£3,000.00 Tree Maintenance Works
Earmark	£3,000.00 Replace Wooden Gates to Steel Gates Recreation Grounds
Earmark	£500.00 Signage for the Recreation Grounds
Earmark	£1,500.00 Hedge Planting / Fencing Around the Recreation Grounds
Earmark	£15,000.00 Village Hall Health & Safety Work
Earmark	£40,510.00 Village Hall Project
Earmark Total	£115,710.00
	£14,762.64 VH Fund Raising / Donations
Total	£0.00
Village Hall Project	
£40,510.00 Earmarked Funds - Precept / Grants	
£14,762.64 Village Hall Fund Raising / Donations	
£55,272.64 Total Funds Allocated to Village Hall Project	