

# ROTHERFIELD PARISH COUNCIL

Working for the Community  
in Rotherfield, Town Row, Mark Cross, Eridge Green, Boarshead and surrounding areas

## MINUTES OF A MEETING OF THE RECREATION AND BURIAL GROUNDS COMMITTEE HELD ON 15<sup>th</sup> FEBRUARY 2011 AT 19:30 IN ROTHERFIELD VILLAGE HALL

### COUNCILLORS ATTENDING

Cllr. C. Prince (Chairman)                      Cllr. R. Harris  
Cllr. D. Clark                                      Cllr. L. Pike  
Cllr. Mrs. P. Halse-Adamson

1. **TO RECEIVE APOLOGIES FOR ABSENCE (LGA 1972 s 85).**  
Apologies received and accepted for Cllr. Miss N. Bolton.
2. **TO CONSIDER ACCEPTANCE OF NEW MEMBERS TO THE COMMITTEE.**  
It was RESOLVED that Cllr. Mrs. A. Watson be accepted as a member of this Committee and she joined the meeting at this point.
3. **TO RECEIVE DECLARATIONS OF INTEREST.**  
None.
4. **TO APPROVE MINUTES OF MEETING HELD ON 7<sup>th</sup> DECEMBER 2010 AS A TRUE RECORD.**  
It was AGREED that these be adopted and they were signed by the Chairman.
5. **TO CONSIDER MATTERS ARISING FROM THESE MINUTES.**  
There were no matters arising from these minutes.
6. **TO CONSIDER THE FOLLOWING ITEMS.**

### RECREATION GROUND

- i. **Issues and action required identified by risk assessments.**  
Play area. Latest risk assessment is dated 27/1/11 with the only item noted being some paint flaking on the climbing frame steps.  
Recreation Ground. Latest risk assessment is for October 2010 when no issues were noted as requiring action. Some trees in the play area are to be marked so quote may be given for reduction and the additional "no dogs" sign may now be installed to rear of car park. It was RESOLVED that Tony Moaby be asked to provide a quote for significant reduction of the section of hedge and bushes by Eridge Lane approximately from the 30mph sign to the Bowls Club steps, CLERK to add to February Council Meeting agenda for consideration.
- ii. **Drainage issues in the Village Hall car park.**  
Coppards have done work to rectify this and an invoice has been received for £1005 for this work. Recent heavy rain has not created flooding issues.
- iii. **Information and any further action regarding Pre School new build.**  
It is understood that ESCC have at last completed the lease and the first half-year rent cheque should be received shortly. CLERK to contact project managers to establish timescale for final groundwork, regrading of drive and excavation of inspection cover by entrance.
- iv. **Request from Sports Club for permission to reduce/remove trees on the lower pitch batter side, install/extend fencing by the pitches and a possible contribution from the Parish Council toward the latter work.**  
The Club request agreement for the following work:-
  - Permission to replace fence to upper ground and extend to the barrier by the Pre-school. To be 1m high green coloured plastic covered netting on wooden posts. This was originally funded by the PC, financial help toward new fencing would be appreciated.

Parish Council Website: [www.rotherfieldparishcouncil.co.uk](http://www.rotherfieldparishcouncil.co.uk)  
Email: [rotherfieldpc@yahoo.co.uk](mailto:rotherfieldpc@yahoo.co.uk)

Clerk: Trevor Thorpe, 82 Fermor Way, Crowborough, East Sussex, TN6 3BJ Tel: 01892 664245.

# ROTHERFIELD PARISH COUNCIL

Working for the Community

in Rotherfield, Town Row, Mark Cross, Eridge Green, Boarshead and surrounding areas

RESOLVED to allow this work, Club to be advised that work on section by the Pre-School be deferred until the final ground work has taken place in the Spring and also to let Council have a note of final cost so that a contribution may be considered.

- Install similar style/height fencing to the above along the top long touchline and possibly as far as the Bowls Club end goal. This in response to FA rules now that Senior team is playing at Intermediate Level. Temporary metal stakes and rope are currently used which are FA compliant. RESOLVED not to grant permission as Council do not wish any further permanent fencing installed on the Recreation Ground.
- Removal/reduction of trees to 3'-4' on lower pitch batter side with roots maintained to stabilise the bank; this will to allow a better viewpoint for games on lower pitch. RESOLVED that the trees in this area be inspected by the Council to decide which they are willing to allow being reduced/removed, Club to be informed once this has been done.

Club have expressed concerns at the slope between repositioned top barriers to the top pitch, they consider this too steep for vehicle/ambulance access. Suggest repositioning to level area by Scout Hut trees and provision of green load bearing mesh to protect surface. It was RESOLVED, CLERK to seek a quote from Coppards for this work and provision of mesh, relocation of gate is not possible as it will take up two of the new parking spaces.

**v. Information regarding the Council's insurance cover on the Recreation Ground.**

Clerk has enquired of insurers regarding the effectiveness of disclaimer notice at the Rec, this as a result of the Sports Club requesting additional signs. They advise that notices such as these have no effect if a liability attaches. Insurers have provided some useful risk assessment forms regarding car park and CLERK is to adapt these for the Hall and Mark Cross ones. They suggest that it is wise to note "no claims" on these forms as absence of claims may be a defence to a claim (Bolton v Stone 1951 House of Lords).

**vi. Condition of trees by boundary of the lower football pitch.**

These confirmed as being the Council's by the Parish solicitor. Cllr. Harris declared a personal interest at this point as he farms the adjacent land. Tony Moaby to be asked to inspect these to identify if any work is required on them.

**vii. Cutting back of the Eridge Lane side of the boundary hedge and trees in the play area.**

See below.

**viii. Grass & Hedge cutting issues.**

- Sport's club indicate that their cost for grass cutting for the forthcoming season is £325 per month for seven months from April to October inclusive, this primarily due to increased fuel costs and that "red diesel" has an adverse effect on the mower hence normal diesel used at higher cost. RESOLVED that Council wish to keep payments at present level of £300 for the seven months.
- Outstanding cut areas have been dealt with by contractors with exception of lower section by wires at bottom end of Eridge Lane boundary. Consider this section is unsafe to cut due to proximity of the power cables. EDF advise that this area is scheduled to be cut in the Autumn as part of their maintenance cycle, Clerk has requested from them information regarding the cables and of safe working methods in the vicinity. Cheque for January invoice remains unsigned, it was RESOLVED that cheque may now be issued and it was signed at the meeting.
- Quote received from another contractor that closely compares to existing price although 2011/12 figures from current contractor have yet to be requested. It was RESOLVED that, subject to satisfactory price being given by current contractors, we continue with them for this cut season and that they agree to show dates of cut on their invoice which should be with the Clerk no later than the 20<sup>th</sup> of the month. It was RESOLVED to thoroughly review

Parish Council Website: [www.rotherfieldparishcouncil.co.uk](http://www.rotherfieldparishcouncil.co.uk)

Email: [rotherfieldpc@yahoo.co.uk](mailto:rotherfieldpc@yahoo.co.uk)

Clerk: Trevor Thorpe, 82 Fermor Way, Crowborough, East Sussex, TN6 3BJ Tel: 01892 664245.

# ROTHERFIELD PARISH COUNCIL

Working for the Community

in Rotherfield, Town Row, Mark Cross, Eridge Green, Boarshead and surrounding areas

details and terms of cut list at the end of the season and seek tenders in good time for 2012/13 cut season, CLERK to note for agenda of September meeting of this Committee.

**ix. Information regarding the Queen Elizabeth II Fields Challenge.**

It was RESOLVED not to apply for accrediting under this scheme. Details have been passed to the Millennium Green trustees.

## St Denys' Burial Ground

**i. Issues and action required identified by risk assessments.**

Latest assessment from December 2010 showed no safety issues requiring action, "No dogs..." sign is yet to be installed. CLERK to contact contractors regarding filled graves to establish whether they will be seeding in the spring, ask them to remove stones and brick pieces from those filled and remove the stones at the bottom of the site.

**ii. Information regarding Wealden District Council's proposal to allocate maintenance cost for closed churchyards to individual Parishes and options available regarding this.**

Wealden have considered the levy of a "Special Expense" on the eight Parishes from whom they have taken on the maintenance responsibility of their closed burial grounds. For the care of the St Denys' Churchyard £6.73 p.a. per household was planned, based on 1280 properties in the Parish this would collect £8614. Final decision regarding this to be made at WDC Full Council meeting on the 16<sup>th</sup>; their Cabinet recommendation is that this charge should not be levied. They intend to consult the Parishes affected re: future maintenance, whilst it is not possible to return legal responsibility to them there may be a way of returning the maintenance with agreement, this would include grass-cutting, walls, fences and trees. A resident of Moon's Yard has noted that some large stones have been falling from the bank bordering the Churchyard into the parking area, Wealden contact details have been passed on regarding this.

**iii. Any further works required to the Burial Ground.**

"No Dogs..." sign needs installing.

## Rotherfield Parish Cemetery

**i. Issues and action required identified by risk assessments.**

Most recent is from October 2010, no safety issues noted requiring attention.

**ii. Arrangements for introducing dedicated ashes interment plots to the Cemetery and memorial plaques to the Remembrance Wall.**

The Local Authorities' Cemeteries Order 1977 requires a plan. Areas that require this are by the Remembrance Wall, the hedge from the Wall to the bench, and the wall itself so that the location of plaques may be indicated and suitable burial records created. RESOLVED CLERK to contact local architect seeking quote for this and also Funeral Directors re: style and size of "bronze" plaques for Remembrance Wall.

**iii. Information relating to issues associated with commissioning of bottom area of Cemetery for burials.**

CLERK to note that arrangements be made for lower fence to be moved down the extension field next year to allow grass and thistles to be cut in advance of use of area for interments. Consideration may also be given then to consecrating this section.

**iv. Any further works required to the Cemetery.**

- It was RESOLVED to defer repairs to the fence from the Remembrance Wall to the lower fence until the latter is relocated next year.
- It was RESOLVED not to install a path from the Remembrance Wall across the new ashes interment area.

Parish Council Website: [www.rotherfieldparishcouncil.co.uk](http://www.rotherfieldparishcouncil.co.uk)

Email: [rotherfieldpc@yahoo.co.uk](mailto:rotherfieldpc@yahoo.co.uk)

Clerk: Trevor Thorpe, 82 Fermor Way, Crowborough, East Sussex, TN6 3BJ Tel: 01892 664245.

# ROTHERFIELD PARISH COUNCIL

Working for the Community

in Rotherfield, Town Row, Mark Cross, Eridge Green, Boarshead and surrounding areas

## 7. TO RECEIVE URGENT ISSUES FOR NOTING OR INCLUSION ON FUTURE AGENDA.

- Clerk enquired whether any preliminary work had taken place at the time of the Parish Plan in 2007 regarding a Rotherfield – Jarvis Brook cycleway, it was confirmed that no work took place.
- Clerk is to attend the East Sussex Rural Forum regarding the Localism Bill at Boship Farm on 10<sup>th</sup> March 0945 -13:00.
- There is a meeting at Pine Grove Monday 21<sup>st</sup> February 14:00 re: a possible affordable housing scheme for the village, Council Chairman is to attend and details are to be passed to the Planning Committee Chairman.
- Clerk is compiling a report regarding ice and snow clearing measures, as a result of this he has determined that HMRC will allow use of “red diesel” in tractors undertaking snow ploughing on public highways and also whilst travelling to and from this work.
- ESCC advise that surfacing work is to take place in June from Palesgate Lane B2100 toward the village.

## 8. TO RECEIVE DATE OF FORTHCOMING MEETING.

The next meeting of this Committee is scheduled for 24<sup>th</sup> May 2011 at 19:30 in the Village Hall.

The Chairman declared the formal business of the meeting closed at 20:35

## 9. PUBLIC FORUM. None.

.....Chairman.....Date

Parish Council Website: [www.rotherfieldparishcouncil.co.uk](http://www.rotherfieldparishcouncil.co.uk)

Email: [rotherfieldpc@yahoo.co.uk](mailto:rotherfieldpc@yahoo.co.uk)

Clerk: Trevor Thorpe, 82 Fermor Way, Crowborough, East Sussex, TN6 3BJ Tel: 01892 664245.