

ROTHERFIELD PARISH COUNCIL

Working for the Community

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

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON THURSDAY 24TH SEPTEMBER 2015 AT 19:30 IN MARK CROSS VILLAGE HALL

COUNCILLORS PRESENT

Cllr. D. Thomas (Chairman)	Cllr. K. Curtis	Cllr. A. Martin
Cllr. R. Harris (Vice Chairman)	Cllr. T. Gilbert	Cllr. G. Watson-Smith
Cllr. G. Cahan	Cllr. D. Hiles from 19:40	Cllr. J. Whitehead
	Cllr. J. Kitchenham	Cllr. N. Wickenden

COUNCILLORS ABSENT

None

ALSO PRESENT

- The Parish Clerk, Trevor Thorpe and Cllr. R. Standley (ESCC). Cllr. Whetstone joined the meeting at 19:35, Cllr. Cllr. Dixon at 19:45 and two representatives of Rotherfield Scouts at 19:50.

1. TO RECEIVE THE FOLLOWING:-

a) Apologies for absence (LGA 1972 s 85).

Pcso Pearce Martin, Cllr. Colin Clibbens and Cllr. L. Watts had submitted apologies for absence.

b) Declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda, and updates to members' register of interests.

None. The Chairman reminded those present that they should declare an interest if at any point during the meeting they became aware of one in connection with an item being discussed.

c) District And County Councillor's reports.

Cllr. Standley reported the follow ESCC matters:-

- Jobseekers recorded in the County in August were at a figure 1/3 lower than the same period last year. Current figure is lowest on record and there are now fears of skills shortages.
- Spending review is due shortly, there rumours of cuts in the range of 25% - 40%. It is the belief that County Councils may fare better than districts in this round due to a desire to protect budgets to support vulnerable residents.
- Devolution of local government. It is a wish for more powers to be devolved from Whitehall to County level; also from County to District. Unlike some Counties, and despite differences in their political make up, the county, district and borough councils in East Sussex operate in a spirit of friendly co-operation.

Cllr. Standley also provided information on the following Wealden District Council matters:-

- Wealden Local Plan. According to press reports, the District may be the host to 20K new properties, although it should be noted that there are already 7.5K of these in the current plan. Figures not known for Rotherfield, 20 houses have been allocated to Mark Cross.
- Bulk of the new housing – 9K – will be in Hailsham, which could double in size.
- Due to the possible impact on the Ashdown Forest, it is believed that a smaller proportion of new houses will be allocated to the North of the district.
- Two further reports are imminent on this subject.

Parish Council Website: www.rotherfieldparishcouncil.co.uk
Clerk: Trevor Thorpe, 82, Fermor Way, Crowborough, East Sussex, TN6 3BJ
Telephone: 01892 664245

E-mail: rotherfieldpc@yahoo.co.uk Twitter [@RotherfieldPC](https://twitter.com/RotherfieldPC) and on Facebook

ROTHERFIELD PARISH COUNCIL

Working for the Community

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

- A survey has revealed that 44% of Wealden residents are not “on line”. There are also concerns regarding continued existence of “not spots” for mobile phone coverage in rural areas.

Cllr. Whetstone (ESCC)

Since July, he has received many more comments regarding increase in aircraft noise affecting his area. Parish Councillors confirmed that this had also been the case in the Parish.

Cllr. Phil Dixon (WDC) reported the following:-

- Waste recycling. Wealden are very successful with this, currently 46.7% of waste collected is re-used, either recycled or composted with less than 1% going to landfill. He is to circulate information of which plastic items can be recycled as there is some confusion as to what is allowed.
- Steel Cross housing development. Hearing is due in January regarding this proposal, which is on the Parish border.
- WDC had organised a food and drink festival at Bentley, which had been a success with over 5K attending despite poor weather.
- Consultation on issues and options for the Local Plan starts on 19th October for a period of 6 weeks.
- In response to a question regarding waste and recycling Cllr. Standley advised that the contract with Kier meant that they, and not WDC, bore the risk of falling prices for recycled resources. Prices had fallen which supported the view that this was the correct decision. With regard to recycling percentages, his view is that waste incinerated at the Newhaven plant should be included in the recycled figure as the heat energy released is used for power generation.

d) Police Community Support Officer's report.

PARKING

- Hi Viz patrols continue and this month with no parking tickets issued. A car in Station Road that was completely obstructing the pavement was moved on after giving words of advice to the driver.
- An abandoned Range Rover was reported in Eridge – a Police Aware sign had the desired effect and the vehicle was gone the next morning.

CRIME

- Broken down vehicle stolen in Mark Cross. The vehicle was only unattended overnight and on the A267. Nothing was seen or heard, please be vigilant for anything that appears unusual.
- There has been a theft from an honesty box from a farm in Rotherfield. Thanks to the owner of the farm who had already installed CCTV, and the sharp eyes of a passing witness, it was established that police already know this thief. Even though the amount stolen was less than £5, the case will still be pursued as part of a pattern of his thieving behaviour.
- Trailer stolen from a driveway in Eridge on 9 September.
- Handbag stolen from a parked car in Stonehurst Lane. The owner of the car was working at a livery yard and the thief pulled up in a car, smashed the passenger window and snatched the handbag in broad daylight. No one saw anything. Please do NOT leave valuables visible in your parked car.

Parish Council Website: www.rotherfieldparishcouncil.co.uk
Clerk: Trevor Thorpe, 82, Fermor Way, Crowborough, East Sussex, TN6 3BJ
Telephone: 01892 664245

E-mail: rotherfieldpc@yahoo.co.uk Twitter [@RotherfieldPC](https://twitter.com/RotherfieldPC) and on Facebook

ROTHERFIELD PARISH COUNCIL

Working for the Community

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

PAWS event

- 11.30 Saturday September 26th - Julie will be on the Millennium Field hoping to sign up dog walkers to the Paws on Watch scheme organised by the Safer Wealden Partnership. Dog walkers are registered to receive messages from Sussex Police about crimes in their area and to keep an eye open as they walk their dogs. They act as an extra pair of eyes and ears in our local community and the initiative will promote responsible dog ownership.

PCSO SURGERY

- Most recent surgery was on 21 September – no attendees.
- Next surgery is 26 October at 15:00 at the Courtyard Café.

e) Minutes of the Parish Council meetings held on the 1st September 2015 for approval as a true record, and matters arising from these minutes.

The minutes of the 1st September Council meeting has been circulated to the Councillors. It was RESOLVED that additional wording be added to section 2a) i, that the erroneous omission of Cllr. Kitchenham from the “Councillors Present” section be corrected and that they be signed by the Chairman as being a true record of this meeting. CLERK to amend copy of minutes on website to reflect the alterations.

f) Update regarding matters arising & action items from previous meetings.

Numbers reference the Agenda of this meeting.

2b) Nomination of Catt’s Inn as an Asset of Community Value. Regrettably, initial application has been lost in the post, replacement to be submitted by Clerk.

2c) Drop In session at the King’s Arms has been organised for the evening of 8th October. Posters available for distribution by Councillors. Chairman reported that, as agreed at previous meeting, King’s Arms would be paid £30 for allowing use of bar area.

2f) Facebook. Page now “live” with 28 “likes” so far. Item appears elsewhere on this agenda to discuss promoting our page.

2g) Cllr. Martin has information to report regarding this at the end of the meeting.

2. TO CONSIDER INFORMATION AND MAKE DECISIONS ON ACTIONS AND EXPENDITURE AS REQUIRED REGARDING THE FOLLOWING ITEMS.

a) Review of H & S, risk assessment and Public Liability Insurance requirements for contractors working on Council property. Agree action to write and implement policy regarding contractors employed by the Council.

Clerk has contacted various local Councils seeking their views on how closely we should monitor contractors who undertake work for us. General view is that if they are contractors and not direct employees of the Council there is no need to monitor H & S and Risk Assessment matters, only to ensure that Public Liability Cover is held. RESOLVED that contractors working for the Council must provide confirmation of £10m of Public Liability insurance, CLERK to investigate and advise current contractors of this requirement, and obtain copies of their cover, this be completed by end of November.

b) Progress and financial report - Scout and Community Hut project.

The Chairman had written financial and other reports, these had been circulated to the Councillors prior to the meeting. Chairman reported that he was pleased with progress on site but he drew attention to the high contingency amount remaining in the project accounts and requested that Mark Wakelin comment on the level of contingency and how it would be managed in the remainder of the project. Standing Orders were suspended to allow Mark Wakelin, who is managing the project and is a Scout Leader in Rotherfield, to report the following to the meeting.

Comment [RPC1]: As agreed by resolution 2e) 1 at the 29th October 2015 Council meeting the name of the building is the Scout and Community Youth Hall

Comment [RPC2]: As agreed by Resolution 2e)2 at the 29th October Council meeting. “Chairman reported he was pleased with progress on site but he drew attention to the high contingency amount £9600 remaining in the project accounts. He stated Cllr Clibbens had asked him to draw attention to the facts that the original project contingency was 10% £10500, some of this had already been expended (Chairman drew Council’s attention to £2615 wall racking and £700 skirting in his project accounts leaving a balance of £7235) yet the contingency did not take this into account. Cllr Clibbens did not want Inca to think they could just spend up to £9600. Chairman requested Mark Wakelin acting for the Council as Contract Administrator to comment on the level of contingency and how it would be managed in the remainder of the project.”

Parish Council Website: www.rotherfieldparishcouncil.co.uk
Clerk: Trevor Thorpe, 82, Fermor Way, Crowborough, East Sussex, TN6 3BJ
Telephone: 01892 664245

E-mail: rotherfieldpc@yahoo.co.uk Twitter [@RotherfieldPC](https://twitter.com/RotherfieldPC) and on Facebook

ROTHERFIELD PARISH COUNCIL

Working for the Community

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

- Internal work is now progressing, plasterboard has been fitted and the “first fix” electrical work undertaken.
- External wall insulation is being applied.
- All are working to ensure that project remains within costings; “underground” works have all been completed, this was the area offering greatest potential for “unpleasant surprises” but none had been discovered to impact on costs.
- He has spoken with Les Pike who is monitoring progress for the Council and he is pleased with progress.
- Recommends that project contingency remains at £9.5K.
- Heating system. Original intention was for the Council to purchase this direct from the Netherlands based supplier. Clerk’s research had revealed that, as the Council are not VAT registered, the sum of around £1K for this would not have been recoverable; the HMRC process for reclaims from EU suppliers is only available to those who are. Mark has spoken with the contractors who are willing to undertake the purchase and include the cost in their invoice; UK originated VAT is reclaimable by the Council.
- Completion is on track for mid-October.

Chairman expressed frustration that the Scout Group had yet to provide details required for the “tenants” section of the new lease and it was RESOLVED that the Group should not be able to occupy the building to undertake decorating and internal work until this information is provided and the lease signed. Clerk advised that a resolution of full Council would be required for signature of the lease. If the information is received to allow the completion of the lease, the 6th October Planning and Building meeting can be designated as a full council meeting to enable resolution and signature. This is providing that provided Clerk be notified prior to issue of the meeting agenda on October 1st.

c) Decision regarding date and arrangements for “lighting up” of Christmas Illuminations.

RESOLVED, “light up” to be on Sunday 29th November with illuminations lasting until 10th January. Chairman is to obtain confirmation from the owner of Rotherfield Stores who kindly provide the electricity for the lights, CLERK to publicise the event and that a grant of £500 had been provided by the Wealden “Streets Ahead” project to enable the purchase of additional lights.

d) Agree frequency and dates of meetings and Committee meetings for 2016.

It was RESOLVED that meeting frequency for Full Council should continue monthly on the last Thursday, Planning and Building Committee meetings on a three weekly cycle, and Highways, Lighting and Transport, and Recreation and Burial meetings bi monthly. CLERK to arrange, also investigate use of Scout Hut for the December 22nd 2015 meeting for which the Parish Council Room is unavailable due to work in the Village Hall.

e) “Rotherfield in Bloom”. Consider provision of floral displays in Rotherfield and elsewhere in the Parish.

RESOLVED that Cllr. Whitehead would investigate options and costs for this, Clerk is to seek information from Mayfield Parish who operate such a scheme in conjunction with local businesses. CHAIRMAN to speak with Mark Cross Garden Centre regarding suitable planting for around base of Lime Trees in Rotherfield Square with a budget of £50. CLERK to arrange pollarding of these trees.

f) Quote for removal of tree stump in Rec. car park and reinstatement of surface.

£780 plus Vat quoted by Coppard. RESOLVED that CLERK seek a comparative quote from Noakes Driveways for this work and carry forward to future meeting for a decision.

Parish Council Website: www.rotherfieldparishcouncil.co.uk
Clerk: Trevor Thorpe, 82, Fermor Way, Crowborough, East Sussex, TN6 3BJ
Telephone: 01892 664245

E-mail: rotherfieldpc@yahoo.co.uk Twitter [@RotherfieldPC](https://twitter.com/RotherfieldPC) and on Facebook

ROTHERFIELD PARISH COUNCIL

Working for the Community

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

g) Half-year budget review and reallocation of budgets in surplus. Review of Financial Regulations and provision for delegating spending powers for minor projects and repairs.

RESOLVED the following:-

- £2K to remain in Recreation and Burial budget for possible contribution toward Sports Club for improving drainage of the lower pitch when ground conditions/season permits. Club to be made aware and requested that they investigate and inform Council of recommended solution.
- £4.5K in Recreation and Burial budget for post and rail fence to southern and western boundaries of Play Area. It was considered that this fence would serve no useful purpose, as there was now no intention of creating a surfaced path extension to the Bowls Club. This budget to be redistributed as follows:-
 - i. £2K to General Power of Competence account 4150.
 - ii. £500 to Renovation Court Meadow account 4351 toward tree work required there.
 - iii. £2K to reserve designated for provision of future play or exercise equipment in the Recreation Ground.

Clerk reported that expenditure on small projects, such as raising community profile of Council via Social Media, could best be dealt with when setting up Sub Committees/Working Groups. They should be allocated budgets (if required) and terms of reference to allow expenditure. CLERK to investigate provision of Terms of Reference specimen for future use by these groups. Clerk also reported that Section 4 of the Financial Regulations provides for expenditure within allocated budgets, and criteria for agreement of such expenditure. Within these criteria it was RESOLVED that CLERK arrange for purchase of 8 x lockable A3 poster cases for installation in the Council's bus shelters from supplier "Red17".

h) Council's comments to ESCC on proposal to extend 30mph limit on the B2100 at Jarvis Brook, and into Trebler's Road and Tubwell Lane.

RESOLVED that the Council supported these proposals regarding inclusion of Treblers Road and Tubwell Lane in the 30mph limit in this area. With regard to adding a 40mph limit to the B2100 between end of the current 30mph limit and just before Palesgate Lane the Council's wish is for this to be extended onto Rotherfield Hill, and ideally as far as the start of the 30mph limit by the Village name board. CLERK to respond accordingly to ESCC.

i) Consent for Sports Club to erect temporary advertising hoardings in the Recreation Ground.

It is the intention that these should face toward the playing area and remain in place through the football season. RESOLVED that the Parish Council do not agree to this request and insist that any advertising is removed and stored tidily after each match as retention by the pitch is inappropriate in a rural area. CLERK to advise the Club.

j) Social Media. Adoption of draft policy governing use by the Council and consider action to increase awareness of Parish Council "Facebook" page, including use of "paid for" methods.

RESOLVED to adopt the policy, CLERK to publish and circulate. Clerk reported steady growth in the number of followers, which currently stand at 28. It is possible to organise "paid for" campaigns on Facebook to encourage target members to "Like/Follow" our page. RESOLVED that £100 be allocated from the "Newsletter and Community" budget for use by Clerk in conjunction with Cllr. Watts, this subject to prior review in one month of the growth in the number of followers to our pages to see if a campaign is justified.

k) Request for grant support from the Rotherfield Friendship Club.

Cllr. Martin declared a personal interest in this item as his mother is a member of this club.

Parish Council Website: www.rotherfieldparishcouncil.co.uk
Clerk: Trevor Thorpe, 82, Fermor Way, Crowborough, East Sussex, TN6 3BJ
Telephone: 01892 664245

E-mail: rotherfieldpc@yahoo.co.uk Twitter [@RotherfieldPC](https://twitter.com/RotherfieldPC) and on Facebook

ROTHERFIELD PARISH COUNCIL

Working for the Community

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

The Club have advised that their main overheads are Rotherfield Village Hall hire of £420 pa and insurance of £272. RESOLVED to invite a Club official to attend a Council Meeting to give further information regarding their work, this so that the Council may investigate other ways that they can assist. Sum of £250 provisionally agreed.

1) Report from meeting held with Sussex Police regarding changes to Policing in Wealden District.

Cllr. Curtis attended on behalf of the Parish Council and reported as follows:-

- The Chief Constable for Sussex has released the policing plan for the next 5 years.
- The key points are a reduction of 700 to 1000 members of staff.
- A Budget reduction of £50 million, this being the second major reduction.
- The closure of Uckfield and Crowborough police stations.
- We will be dependent on Crawley, Hailsham and Polegate police stations.
- The role of the PCSO will change if not reduced again in numbers the situation is unclear.
- Introduction of community Wardens. It is intended to run a pilot scheme in Wealden, based on a major town with local Parishes being involved. At this stage, it will be partly funded by the Police Commissioner and the rest from the Councils, including transport etc. The role of the Warden has not been defined. Two Parish Council have declined the support of this scheme because they cannot afford it at a time when Council Taxes might well increase.
- Rural Policing is going to change we are being encouraged to be involved with other local Councils.
- Councils will attend a meeting on the 6th October in Hailsham when details will be released on the role of the Community Wardens.
- In the short turn, Julie will be launching PAWS on Watch getting dog owners to sign up to a scheme which is very much like Neighbourhood Watch, eyes and ears in the Village on any suspicious activities as well as keep a watch on the vulnerable people.

Concerns were expressed at the implications of these changes but currently there is insufficient firm information to enable a response to be made to the proposal. Cllr. Curtis is to attend a further meeting on the 6th October at which more detail will be given and he will report at the October meeting. CLERK to add an agenda item for this so that Council's response can be agreed.

3. TO RECEIVE MINUTES OF COMMITTEE MEETINGS & MATTERS ARISING.

15th September - Planning and Building Committee Meeting

Minutes of this meeting have been circulated to the Councillors and it was RESOLVED that these be adopted by the Full Council.

4. TO RECEIVE REPORTS

• Other committees and sub-committees.

None.

• Meetings attended on behalf of the Parish Council.

In addition to those already noted Cllr. Curtis had attended a meeting of the Millennium Green Trust and the Sports Club. The first meeting has raised the issue of the damaged "kissing gate" on the "twitten"; a member of the Trust had repaired this. At the Sports Club meeting, Cllr. Curtis had raised the issue of plastic bottles left by spectators in the Rec. after football matches. He and Cllr. Cahan had both observed this.

Parish Council Website: www.rotherfieldparishcouncil.co.uk
Clerk: Trevor Thorpe, 82, Fermor Way, Crowborough, East Sussex, TN6 3BJ
Telephone: 01892 664245

E-mail: rotherfieldpc@yahoo.co.uk Twitter [@RotherfieldPC](https://twitter.com/RotherfieldPC) and on Facebook

ROTHERFIELD PARISH COUNCIL

Working for the Community

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

- **Clerk's report and issues.**
Reported that hopes to continue "catch up" during October. Minutes from the Strengthening Local Relationships meeting with ESCC Highways, and the Annual Parish Meeting require writing up and there are some "housekeeping" tasks outstanding and research to be done into the implications of Pension Auto Enrolment.
- **Items for next Parish Magazine column.**
Items so far concern Parish footpaths/leaflets, and encouraging use by Parishioners of the "Operation Crackdown" and "Fix My Street" websites. Cllr. Curtis has offered to contribute an article regarding the recent meeting regarding policing and from a forthcoming one regarding local plan and house building implications.

5. TO RECEIVE FINANCE INFORMATION

- **Bank Reconciliation as at end of August 2015, and review of expenditure against Budget to date.**
Reports had been circulated to Councillors prior to the meeting and It was RESOLVED that these be approved. Clerk reported that, as at the date of the meeting, bank credit balances were current account £39367, and deposit account £12576. The current account balance includes the credits as detailed below but not the cheques listed for signature at this meeting. Clerk also reported that advice note received from WDC regarding payment of the second instalment of the 2015/16 Precept; this will be in the account shortly.
- **Approval of Payments.**
It was RESOLVED that the following payments be made:-

List of Payments authorised at this meeting

Chq. Date	Payee Name	Chq. No.	Amount	Transaction Detail
24/09/2015	Trevor Thorpe	802002	£1,516.00	September salary
24/09/2015	H M R C	802003	£496.99	September Tax & NI
24/09/2015	Trevor Thorpe (one cheque)	802004	£53.96	Mileage, phone, use of room
	Trevor Thorpe	802004	£60.00	Non Vat recoverable spending
	Trevor Thorpe	802004	£62.40	Combination padlock cemetery*
	Trevor Thorpe	802004	£31.14	Winzip software
24/09/2015	Coppard Plant Hire Ltd	802005	£2,392.80	Drain work and sign hire*
24/09/2015	Konica Minolta Ltd	802006	£41.08	Copier lease 01/09 - 30/11*
24/09/2015	Direct365Online Ltd	802007	£319.40	Annual charge cemetery bin*
24/09/2015	Tangent Space Ltd	802008	£2,251.00	Consultancy and PM costs
24/09/2015	James and Liz Sweeney	802009	£500.00	Rent for allotment due 29/9
24/09/2015	Friends of Rotherfield Surgery	802010	£75.00	Grant to cover PL insurance
24/09/2015	Rotherfield Village Hall	802011	£11.60	August hall hire
24/09/2015	Festive Illuminations	802012	£347.50	Additional Christmas lights
24/09/2015	WDALC	802013	£30.00	Subscription 2015/16
24/09/2015	William J Clark	802014	£48.00	Topping Cemetery lower field*
24/09/2015	KPS Contractors Ltd	802015	£998.40	Gravedigging costs P24 & P24*
24/09/2015	Tollwood Garden Service	802016	£1,790.00	Sep. grass & hedge cutting

Parish Council Website: www.rotherfieldparishcouncil.co.uk
Clerk: Trevor Thorpe, 82, Fermor Way, Crowborough, East Sussex, TN6 3BJ
Telephone: 01892 664245

E-mail: rotherfieldpc@yahoo.co.uk Twitter [@RotherfieldPC](https://twitter.com/RotherfieldPC) and on Facebook

ROTHERFIELD PARISH COUNCIL

Working for the Community

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

24/09/2015	Phil Ireland	802017	£276.00	September sweeping and litter
24/09/2015	Rotherfield Sports Club	802018	£325.00	September pitch cutting
Total payments			<u>£11,626.27</u>	

Amounts shown for payments marked* include VAT, which is recoverable by the Council.

List of receipts to date of meeting

Receipt Date	Payment Received from	Amount	Receipt Description
14/09/2015	Dignity Funerals Ltd	£125.00	Memorial fee P22
14/09/2015	H M Revenue & Customs	£7,700.40	VAT reclaimed 1 - 31 July 2015
03/09/2015	Rotherfield Allotment Assn.	£500.00	Balance of rent due for 2015
08/09/2015	Tester and Jones Ltd	£320.00	P24 EROB and Burial
08/09/2015	Tester and Jones Ltd	£85.00	J1 Ashes interment
08/09/2015	Tester and Jones Ltd	£85.00	Ashes interment
23/09/2015	Tester and Jones Ltd	£832.00	Gravedigging costs P23 & P24
23/09/2015	Tester and Jones Ltd	£320.00	EROB & Burial fee P23
23/09/2015	Tester and Jones Ltd	£45.00	Memorial plaque permit P14
01/09/2015	The Rotherfield Trust	<u>£28,500.00</u>	Grant - Scout Hut invoice 3
Total Receipts		<u>£38,512.40</u>	

6. TO RECEIVE DETAILS OF INCOMING CORRESPONDENCE.

Periodicals

- Clerks and Councils Direct – September 2015.
- Saint-Chéron en Bref – September 2015.
- Spa Valley Starter – Autumn 2015.
- The Clerk Magazine – September 2015.
- LCR – Autumn 2015.

7. TO RECEIVE INSPECTION BOOK & REPORTS

Clerk reported that he had been advised of an incident on 10th September whereby a four-year-old child had fallen off the moving roundabout and caught their leg underneath, leading to bruises and a friction burn. She had attended the minor injuries unit at Crowborough. Councillors who undertake the weekly check of the Play Area confirmed that the roundabout ground clearance is included in the checklist. Insurers have been advised of incident. The Annual Inspection by Wicksteed is due to take place within the next 10 weeks.

The Clerk noted the following items on the inspection sheets for action:-

- Recreation Ground. Loose post approximately 10m up from barrier, and roadside hedge overgrown.
- Old Burial Ground – Hedges need cutting.
- Cemetery – Left hand gatepost appears bent and two recently used graves have sunk during the wet weather and require topping up. Clerk reported that the latter item has already been reported to our Gravedigging contractors for urgent action as the current appearance may cause distress to relatives.

Parish Council Website: www.rotherfieldparishcouncil.co.uk
Clerk: Trevor Thorpe, 82, Fermor Way, Crowborough, East Sussex, TN6 3BJ
Telephone: 01892 664245

E-mail: rotherfieldpc@yahoo.co.uk Twitter [@RotherfieldPC](https://twitter.com/RotherfieldPC) and on Facebook

ROTHERFIELD PARISH COUNCIL

Working for the Community

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

CLERK to note and advise relevant Contractors so that action may be taken. No other incidents have been reported by Parishioners.

8. TO RECEIVE DATES FOR FORTHCOMING MEETINGS.

- Planning and Building Committee meetings – Tuesday 6th and 29th of October.
- October Council Meeting – Thursday 29th October.

All these meetings in the Parish Council Room, Rotherfield Village Hall, starting at 19:30

9. REPORT DETAILS OF ITEMS AND ISSUES NOTIFIED TO CLERK IN ADVANCE OF THE MEETING FOR INVESTIGATION, FURTHER ACTION OR FOR FUTURE AGENDA.

- Cllr. Martin gave information regarding costings for CCTV to monitor Kings Arms corner. A quote had been obtained from a company for which he formerly worked to install a High Definition CCTV camera at or around second floor window height to monitor vehicles; images would be recorded on DVD. Cost would be £960, with an additional camera at similar height but facing down Station Road costed at £262, both plus VAT. It is assumed that installation could take advantage of scaffolding to be installed for repairs to areas of the Kings Arms previously damaged by vehicle strikes. The initial intention to place a camera on the flat area above the front of Highgate Florists has been discounted, as this would not have sufficient height to enable images to be captured effectively. Cllr. Martin is to pass details of a second provider of this equipment to Clerk so that another quote may be obtained for comparison. ACTION Cllr. Martin to provide details to CLERK, and item to be added to November agenda so that a decision may be made.
- CLERK to add item to November Recreation and Burial Committee meeting to consider suggestion that the Council investigate provision of a War Memorial in the Parish.
- CLERK to request contractors to cut grass in the Old Burial Ground, and clear around the War Graves, in advance of Remembrance Sunday wreath laying.

The formal business of the meeting was declared closed at 22:25

10. PUBLIC FORUM.

None.

Confirmed as a true record at the 29th October 2015 meeting of the Council with item 2b) of these minutes amended as per Resolution.

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