

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 ROTHERFIELD PARISH COUNCIL HELD ON THURSDAY 27TH SEPTEMBER 2012 AT 19:30 IN MARK CROSS VILLAGE HALL.

COUNCILLORS PRESENT

Cllr. L. Pike (Chairman)	Cllr. M. Hall	Cllr. D. Thomas
Cllr. N. Bolton (Vice Chairman)	Cllr. R. Harris	Cllr. A. Watson
Cllr. Mrs P. Halse Adamson	Cllr. J. Kitchenham	Cllr. N. Wickenden
Cllr. C. Clibbens		

ALSO PRESENT.

- The Parish Clerk, Trevor Thorpe.
- Cllr. R. Tidy (ESCC), Cllr. F. Whetstone (ESCC), Cllr. H. Merriman (WDC), Cllr. W. Rutherford (WDC) and PcsO Boyle.
- Two members of the public and the two candidates for co-option to the Council.

1. TO RECEIVE APOLOGIES FOR ABSENCE (LGA 1972 s 85).

Apologies for absence were tendered and accepted on behalf of Cllr. R. Jaques and Cllr. C. Prince.

2. TO RECEIVE DECLARATIONS OF INTEREST.

No declarations received. The Chairman reminded Councillors that, if at any point in the meeting they became aware that they had an interest in an item under discussion, they should declare it.

3. TO RECEIVE DISTRICT AND COUNTY COUNCILLORS REPORTS.

Cllr. R. Tidy (ESCC) reported the following:-

- Central Government have sanctioned the compulsory purchase of properties by ESCC for construction of the Hastings – Bexhill link road.
- The “topping out” ceremony has taken place for “The Keep” at Falmer. When completed within the next year it will permit the relocation of County Archives from the present location at Lewes. This £19m facility is shared with Brighton and Hove City Council and Sussex University and has capacity for further deposits for 25 years. There are many archive documents held by County relating to Rotherfield Parish.

In response to a question, Cllr. Tidy advised that the future of the current County Archive, a listed building, was not yet decided.

Cllr. F. Whetstone (ESCC) reported the following:-

- Central Government has advised that ESCC need to save a further 15% out of revenue budget, between £20m and £30m. This process has started but the areas from which savings are to come are yet to be identified.
- It is hoped that some savings may be made through further joint ventures and partnerships within the “South East Seven” group of local authorities.
- Southern Trains are to increase parking available at Lingfield Station.

Cllr. H. Merriman (WDC) reported the following:-

A printed report was circulated by Cllr. Merriman, key points of this were as follows:-

- Wealden are to build 48 new council houses, 28 at Forest Row and 20 at Crowborough.
- Two cases of housing benefit fraud have recently been heard at Eastbourne Magistrates Court with both perpetrators involved being found guilty.
- Recycling rates in Wealden have gone up from 37% to 44% of waste collected. Cllr. Merriman has asked the Council leader what impact this will have in actual cost terms.
- 7km zone issues. The Planning Inspector’s views are awaited in the aftermath of the recent consultation session. Wealden are working together with other planning authorities impacted by this to fund a survey of the actual nitrogen impact on the Ashdown Forest.
- Has recently visited St Peter’s Mead to hear concerns from residents regarding grass cutting and fence issues.

ROTHERFIELD PARISH COUNCIL

Working for the Community

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

- In response to a question, he does not know when the building work is to commence on the Town Row development. Clerk reported that there is a lot of activity with plans and other documents being added to the WDC website for the development in connection with the various conditions, there is another site visit due to discuss arrangements for the extended 30mph limit.

4. TO RECEIVE POLICE COMMUNITY SUPPORT OFFICERS.REPORT

Pcso Boyle reported the following:-

22nd September – Rake and hoe stolen from allotments on Hadlow Down Road.

22nd September – Car broken into on allotments, lock broken and handbag stolen.

24th September – Car broken into at Eridge Station.

- Thanks to Colin for his efforts with Speedwatch.
- RTC on A267 at Mark Cross on August 31st, two vehicles involved but no injuries.

Parking by Store

11th September – 10:00 and 13:00 no cars parked.

17th September – 11:30 no cars parked.

19th September – 11:00 no cars.

5. TO RECEIVE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 30TH AUGUST 2012 AND MATTERS ARISING.

. It was RESOLVED that there were no matters arising and that the minutes be adopted. The Chairman signed the minutes.

6. TO CONSIDER THE FOLLOWING ITEMS.

a) Co-option of new member to the Council

Candidate's application forms were circulated to Councillors prior to the meeting. The Councillor's interviewed the two candidates individually and after a paper ballot Arabia Sharpe was chosen to fill the current vacancy. The meeting was adjourned briefly to allow the Clerk to complete the statutory paperwork required.

b) Arrangements for Poppy Wreath to lay on behalf of the Parish at the Service of Remembrance.

RESOLVED that the Council Chairman and Cllr. Harris lay two wreaths at this service and that £50 be donated to the Royal British Legion using the Council's s137 LGA 1972 powers for donations for the furtherance of charitable work in the United Kingdom. CLERK to arrange.

c) Issues arising from Rotherfest and possible further action.

E-mail received from a Parishioner expressing concern at noise nuisance, the Councillor's stated that few other comments had been received. It is understood that attempts were made to camp on the Millennium Green but that eventually the organisers of the event prevented this. There had been a lot of litter left in the area. It was also reported that attempts had been made by adults to purchase alcohol for minors at the Stores but that they had been refused service. The Council do not wish to discourage such events but wish to ensure that they result in minimal inconvenience to the Villagers, RESOLVED CLERK write to the King's Arms to request that they ensure that organisers of similar future events make arrangements to clear litter from the village afterwards and make it clear to those attending that no camping is allowed.

d) Information regarding extended pathway in the Recreation Ground and resurfacing of drive by the Preschool.

Details of original quote and invoice circulated to Councillors. Clerk apologised for his miscalculation of the original cost at 115m @ £67 = £7705 rather than the true figure of 115m x 1.3m @£67 giving a true cost of £10017. It was recommended that in future the Chair of the relevant Committee double checks quote figures prior to acceptance. This will ensure that there are no miscalculations, CLERK to investigate addition of a section to the financial regulations to cover this.

e) Updating of Clerks Contract of Employment in line with the NALC/SLCC Terms and Conditions agreement to comply with Quality Council requirements.

Amended Contract circulated to Councillors. It was RESOLVED that the Council adopt the new Contract and associated terms and it was signed by the Clerk and on behalf of the Council.

ROTHERFIELD PARISH COUNCIL

Working for the Community

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

f) Information regarding Quality Council submission and adoption of Statement of Intent for Training.

The Quality Council Scheme is being reviewed with a view to re launching in 2013. Councils in the final stages of drawing up their portfolio must submit it by 1st October. It was RESOLVED to adopt the training statement of intent. Clerk has compiled the Council's portfolio and will deliver it to SALC tomorrow.

g) Request from Clerk for holiday.

The dates of 29th and 30th of October were AGREED by the meeting.

h) Update and further action regarding meeting with Parishioners living adjacent to Town Row Green regarding possible registration of the land.

Response received from two residents. Clerk is researching the rights held over this common land so that details are to hand for the meeting. Is also researching whether there is any benefit in getting the Green officially registered as a "Village Green" – initial indications are that this would be of little value due to the protection that the "common land" status already offers the site. It was RESOLVED that the Chairman, Cllr. Thomas and Cllr. Wickenden would attend the meeting with the Clerk.

i) Information regarding naming of the new housing development at Town Row.

Chairman has approached the Padfield family regarding this and they do not feel ready to consider this suggestion at present. CLERK to contact the National Land & Property Gazetteer Office requesting more time in which to make a decision on this matter.

j) Final report from External Auditors in respect of the Annual Return to 31st March 2012.

Circulated in advance of the meeting, Clerk is attending to the comment raised regarding the Asset Register and insurance values.

k) Candidates for attendance at Wealden Annual Parish Conference on October 24th.

Details circulated prior to meeting. RESOLVED that the Chairman, Cllr. Watson and Cllr. Thomas are to attend CLERK to arrange.

l) Arrangement for contractor to cut back verge and hedges on the B2100 between Palesgate Lane and the laybys on the approach to Rotherfield.

RESOLVED to employ local Contractor to deal with this, both hedges and verges to be cut back from Palesgate Lane to the laybys entering village. Cllr. Harris is to liaise with contractor and establish cost of the work and request from him a copy of Public Liability cover for a minimum of £10m insurance cover.

m) Purchase of leaflet holders for Parish Footpath Map boards

Replacement required for boards at Mark Cross, Rotherfield Millennium Green and Crowborough campsite. RESOLVED CLERK to order these. Clerk advised that supplies of the Village Guidebook are almost exhausted; he is to research cost of a reprint for consideration by the Council when setting budget for next year.

n) Information and invitation to "Hustings" events arranged by SALC to raise profile of candidates for the forthcoming Police Commissioner elections.

Details circulated to the Councillors prior to the meeting. The nearest is to be held at Heathfield Community Centre at 19:30 on the 1st October with another event at Battle Memorial Hall at 19:45 on the 5th. Cllrs. Thomas and Bolton indicated that they wish to attend the Battle event, CLERK to arrange.

o) Meeting dates for 2013.

Draft dates circulated prior to meeting and were AGREED by the Councillors, CLERK to publish.

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

- 11th September 2012 – Planning and Building Committee.
- 18th September 2012 – Highways Lighting and Transport Committee.

It was RESOLVED that these minutes be adopted and that there were no matters arising.

8. TO RECEIVE REPORTS

- **Other committees and sub-committees.**
- No further updates regarding progress with Tennis Courts, Cllr. Hall is to chase progress with this.

ROTHERFIELD PARISH COUNCIL

Working for the Community

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

• Meetings attended on behalf of the Parish Council.

Cllr. Clibbens recently attended the annual Stakeholder event at Oxted regarding the East Grinstead and Uckfield rail routes. All local and district authorities were represented. The following information was obtained:-

- 35 extra parking spaces are scheduled for Eridge Station but it is not known when these will be in place.
 - Shortage of suitable rolling stock is holding back the provision of longer trains on the Uckfield Line, Dft area aware of this issue and hope to eventually source some displaced from electrified lines elsewhere.
 - Closing of the Lewes – Uckfield gap is still on the agenda, possibly as part of the wider “Brighton Main Line 2” project.
- Cllrs. Kitchenham and Halse Adamson had attended a recent meeting of the Village Hall committee at which matter relating to replacement boiler, lighting and PA system were discussed.
 - Cllrs. Hall and Watson had attended a recent joint Parish Council/Rotherfield St Martin (RSM) event in the Institute. The event was also attended by representatives of other Wealden councils and well received. RSM are to stage a brief presentation at the forthcoming Wealden Parish Conference.
 - The Chairman recently attended a SAGA conference with RSM at Thame, this event was attended by 42 representatives from the Thames Valley and Midlands.
 - Cllr. Watson has discussed with Mayfield Parish Council details of their volunteer snow-clearing scheme whereby local residents and shopkeepers co-operate in snow clearing activity in the village.
 - **Clerk’s report and issues.**
 - Highways Steward has issued enforcement notice to North Street property with overgrowing hedge, also removed some of the signs at Mark Cross and will investigate water seepage in Argos Hill Lane and at Town Row triangle when the rain stops.
 - Highways have issued updated guidelines regarding temporary advertising on roadsides. An item will appear on next HLT agenda to discuss this.
 - Michael Higgs from ESCC now has the plans, costing and information regarding Mark Cross VAS options, slip road options and footpath widening plans. He would like to arrange a site meeting with representatives of the PC, Village and Cllr. Whetstone to discuss.
 - ESCC Rights of Way team have undertaken a site visit in respect of Fp27 Dewlands Hill. The need for new waymark posts has been identified and this has been added to their works list. Although access was not impeded at the time of their visit, the concerns raised have been noted. Any information regarding specific incidents of obstruction will be welcomed.

9. TO RECEIVE FINANCE INFORMATION

- Bank Reconciliation at end of August 2012.
The RFO presented the figures, which were agreed and signed by the Chairman.
- Review of Expenditure against Budget to end of August 2012.
- Approval of Payments. Clerk advised that part of the invoice from A.C. Moaby related to £28 for new posts and re-erecting sign in the Recreation Ground and straightening the Parish footpath map board in Jarvis Brook car park. Both payments were agreed under Clerk’s delegate powers for minor repair work. Claims have been submitted for just over £4k in Vat. After explanation it was RESOLVED that the following payments be made:-

CHEQUE NO	CHEQUE PAYEE	DETAILS	AMOUNT
801460	Trevor Thorpe	Clerk's salary for September	£1,060.35
801461	H.M.R.C.	Tax and N.I. for September	£274.57
801462	Trevor Thorpe	Clerk's expenses for September	£56.61
801463	Rotherfield Village Hall	Hall hire fees for August	£20.00
801464	Jim Gander	Street sweeping for September	£108.52

❧ ROTHERFIELD PARISH COUNCIL ❧

Working for the Community

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

801465	J & L Sweeney	September rental for Allotments	£500.00
801466	Rotherfield Sports Club	Grass cutting for September	£315.00
801467	Freedom Leisure	Charge for October "Active Play" session	£86.97
801468	Coppards	Extension to path in Recreation Ground and resurfacing of drive by Pre-School	£15,530.40
801469	Barcombe Landscapes Ltd	Grass cutting for May, June and July	£3,346.20
801470	Teambase	Stationery	£30.57
801471	The Archive Company	Document Shredding	£21.58
801472	Konica Minolta	Photocopier lease charge 1/9 to 30/11	£41.08
801473	Mazars	External Audit Fees	£504.00
801474	Impressions Engravings and Etchings	Plaque for Mark Cross bus shelter	£86.40
801475	NALC	Submission fee for Quality Council Application	£120.00
801476	A.C. Moaby	Hedge cutting in Recreation Ground and minor repairs	£643.00
801477	A.C. Moaby	Clearance work on top batter in Recreation Ground	£400.00
Total			£23,145.25

CREDITS

PAYMENT FROM	DETAILS	AMOUNT
Santander	Bank interest - August	£60.94
Tester and Jones	Memorial fee	£70.00
Rotherfield Millennium Green	Contribution toward emptying of dog bin	£31.20
Mr and Mrs Chandler	Purchase of Right of Burial	£200.00
Dignity Memorials	Memorial inscription fee	£65.00
Wealden District Council	September instalment of Precept	£27,377.50
Total		£27,804.64

10. TO RECEIVE DETAILS OF INCOMING GENERAL CORRESPONDENCE

Letters and Circulars

- **Jim Gander** – letter notifying intention to retire from post of street sweeper at the end of the year. CLERK to add item to October agenda regarding a successor.
- **SALC** – Annual Report and Accounts

Magazines and Newsletters

- **Saint Chéron-en Bref** – No 288.
- **CPRE Fieldwork Magazine** – Autumn 2012.
- **Sussex Area Ramblers** – September 2012.

ROOTHERFIELD PARISH COUNCIL

Working for the Community

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

11. TO RECEIVE INSPECTION BOOK & REPORTS

These were presented to the Chairman for signature.

It was noted that no comments, concerns or claims had been raised by members of the public regarding the Parish Cemetery, St Denys' Old Burial Ground, Recreation Ground or Play Area.

12. TO RECEIVE DATES FOR FORTHCOMING MEETINGS.

- 2nd October - Planning and Building Committee.
- 23rd October - Planning and Building Committee.
- 25th October – Monthly Council meeting

The above meetings will be held in the Parish Council Room, Rotherfield Village Hall, starting at 19:30.

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

- Coppards are to start work shortly on resurfacing the New Road – King's Arms "twitten". Cllr. Wickenden will undertake some hedge cutting back prior to this.
- Clerk is to enquire as to the cost of the Pre School providing photo id cards for Councillors who require them.
- Cllr. Clibbens expressed concerns at bad language emanating from a recent football match on the Recreation Ground, this whilst a children's party was taking place nearby, CLERK to write to Sports Club requesting that referee's be encouraged to take action against this.
- Flooding noted opposite the new crash barrier at the foot of Catt's Hill, it is considered that this is due to incorrect road levels, CLERK to raise matter with Highway's Steward.
- Cllr. Wickenden was thanked for clearing drains in Spout Hill.

- The Chairman declared the formal business of the meeting closed at 21:40.

14. PUBLIC FORUM.

- No matters raised.

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