

ROOTHERFIELD PARISH COUNCIL

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

MINUTES OF THE MEETING OF THE RECREATION AND BURIAL COMMITTEE OF THE COUNCIL HELD AT 19:30 ON TUESDAY 7TH APRIL 2015 IN THE PARISH COUNCIL ROOM, ROTHERFIELD VILLAGE HALL.

PRESENT

Cllr. L. Pike (Chairman)	Cllr. Gilbert	Cllr. J. Kitchenham
Cllr. R. Harris (Vice Chairman)	Cllr. P. Halse-Adamson	Cllr. D. Thomas
Cllr. P. Dixon		Cllr. N. Wickenden

ABSENT

None

ALSO ATTENDING.

None

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

As the Clerk is on leave the meeting minutes were taken by Cllr Thomas. Apologies for absence were tendered by Cllr. D. Hiles and Cllr. Harris.

2. TO RECEIVE 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 they became aware of one at any point during the meeting.

3. TO APPROVE MINUTES OF MEETING HELD ON 10TH FEBRUARY 2015 AS A TRUE RECORD.

It was RESOLVED that the minutes of this meeting, copies of which have previously been circulated to the all the Council members, be confirmed as a true record. The Chairman signed the minutes.

4. UPDATE REGARDING MATTERS ARISING AND ACTION ITEMS FROM PREVIOUS MEETING.

Numbers relate to previous agenda:-

6a) Removal of waste behind the Bowls Club. It was reported that the Club are liaising with Will Clark for removal of the waste, date to be determined.

6h) Signs for bus shelters, Rec. ownership, Defibrillator and additional "No Dogs..." for St Denys' have been received and passed to Tony Moaby for installation.

All other items have been completed or are on this agenda for further action.

TO CONSIDER INFORMATION & MAKE DECISIONS REGARDING THE FOLLOWING MATTERS

5. GENERAL RECREATION, ALLOTMENT AND BURIAL ISSUES

a) Response received to comments regarding a new outside War Memorial for the Parish and decision on further action.

Letter received from St Denys' PCC who consider a further memorial is unnecessary; Clerk has received no further comments on the matter. It was clarified that the proposal was intended to mark those who have given their lives in military service in all conflicts from the Great War onwards and, if erected, would not be engraved with individual's names. A suitable alternative location to the Church Yard and the order of cost is not known but it was considered that external funding is available for war memorials. It was agreed at the previous meeting of this Committee that a Sub Committee be formed to investigate this further, Cllrs Gilbert and Wickenden are to

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look into this. RESOLVED that this matter be deferred to the new Parish Council and that the subject be mentioned at the Annual Parish meeting.

b) Issues and concerns raised regarding trees bordering St Denys' Churchyard and decision on further action.

Council Chairman has been contacted by WDC and informed that an inspection of trees in St Denys' Churchyard took place during the afternoon today; WDC have arranged for tree work to be done week starting 20th April. This will involve pollarding of the Lime trees and removal of the leaning Cyprus which is unhealthy. Work to be funded by WDC at cost of between £8-9K, they will inform their Conservation colleagues and the Church of the work.

c) Decision on quotes for provision of picnic benches (to be funded from Wealden Community Dividend Grant) and cover for Cemetery Bin.

Written quote requested for adult benches for Play Area, Court Meadow Green and adjacent to Mark Cross parking area opposite Church; also a child size bench for the Play Area and cover for Cemetery Bin. Response yet to be received, these benches, plus an additional bin for Court Meadow Green, are to be funded from the Wealden Community Dividend Grant of £601 currently held in earmarked reserve. RESOLVED to proceed with purchase provided within grant figure and if bin cover cost remains at £75.

6. RECREATION GROUND AND CAR PARK.

a) Update on progress with conclusion of claim re: 2013 Diesel spill in car park and decision on further action.

Disappointment was expressed at the lack of progress in a resolution of this matter which dates from August 2013. Parish Council has done everything possible to hasten the progress of the claim against the third party and as of March has sent/received over 130 emails, 6 letters and undertaken an unquantified number of phone calls with the Solicitors acting under the legal cover insurance provided under the Council's insurance. RESOLVED letter to be sent to solicitor expressing our strong disapproval of their failure to notice that the original loss adjuster involved with the case had gone into liquidation at the end of 2014 thus further delaying settlement of this claim.

b) Consider acceptance of quote for provision of a surfaced footpath from the pitch side to the Bowls Club entrance and installation of a "post and rail" fence adjacent.

Quotation for Bowls Club path £3,250, and Post and Rail Fencing around Playground £700 both subject to VAT. RESOLVED to defer decision on progressing with this until clarification of Scout Project Costs and any associated proposed Council Funding.

c) Path from North Street to Village Hall. Decision regarding reduction of adjacent tree, reduction/removal of bush and quote for provision of a light column by the pathway to the Hall.

RESOLVED to reduce tree canopy and remove elder, and coppice Juniper to ground level. Clerk to obtain quote from Tony Moaby for this work and proceed if less than £200.

d) Review and agree levels of Public Liability cover required for organisations using or operating from the Recreation Ground.

Currently £5m, Council have requested that it be £10m - Sports Club consider that lower figure is appropriate as the Cricket and Football sections have their own cover. RESOLVED Clerk to write to Sports Club explaining that since they were using machinery to maintain grassed surface of recreation ground as a Contractor of the Parish Council we require them to have £10M Public

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Liability Insurance. The football and cricket teams using the recreation ground do not need this level of insurance as they do not use machinery.

e) Decision on provision of sign and wording to discourage “long stay” parking at the front of the Hall.

RESOLVED that Hall be requested to purchase 3 yellow “No Waiting” cones to be kept in the Village Hall and placed in the parking spaces to the right of the front door to the end of the front wall when there is loading/unloading required e.g. for lunch club. The Village Hall to be informed that these cones must not indicate that this parking area is dedicated solely for their use and they must be removed when not required.

f) Decision on action regarding overflowing refuse bins behind Hall – one belonging to the Hall and the other to the Council.

CLERK to investigate situation regarding locking of the bin – it already has this facility but suspect that “key” is easily bypassed. Padlock to be purchased if this is suitable for use on the bin and litter picker is able to lock/unlock on collection days.

g) Concerns raised that proximity to the Beacon of newly installed commemorative bench may result in heat damage.

RESOLVED Beacon pole base is to be inspected for stability by Cllrs. Pike and Harris with a view from Tony Moaby if thought necessary, if in poor repair remove and reposition further along the batter. If Beacon is to be used before this inspection or pole found to be in sound condition and not require repositioning, then the bench should have a fire proof covering placed over it to protect from embers or sparks falling from the Beacon.

7. ROTHERFIELD PARISH CEMETERY

a) Decision regarding arrangements, siting and signage for temporary storage areas for waste arising from excavations in the Cemetery.

Details of this have been agreed following as site visit with Tony Moaby, quote is awaited from him.

b) Decision on arrangements for payment for water used in Cemetery.

RESOLVED CLERK to contact provider of water supply to the Cemetery giving thanks for this service and enquiring if he is willing to continue this on a “no charge” basis.

c) Concerns raised by plot owner re: waterlogged ground conditions. Decision regarding work to improve conditions on this plot and modification to policy on plot maintenance.

RESOLVED to amend Funeral Fees and Cemetery Management guidelines to advise that the Council will take over the maintenance of grave plots when they show ground collapse or excess water logging.

d) Decision regarding benefits of membership of British Register of Accredited Memorial Masons.

RESOLVED to defer decision until new Council and Committee is in place and further information received from BRAMM regarding inspection criteria and training.

8. ST DENYS' BURIAL GROUND

a) Decision on work to infill sunken graves in the Burial Ground

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Committee Chairman has identified some 35 graves that represent trip hazards due to ground sinking. RESOLVED that these graves are marked with flags and quotations obtained from Tollwood and Tony Moaby for infilling. Tony Moaby suggested a 1 ton bag equivalent of top soil be placed (on some sheeting to prevent weed growth through.) in the burial ground to assist with this.

9. TO CONSIDER URGENT ITEMS ON BEHALF OF OTHER COMMITTEES

Highways Lighting and Transport Committee

- **Decision on options and quote for replacement of lantern unit on Col. 42 New Road.**

RESOLVED to accept ESCC quote of £390 plus VAT for a new LED style unit with part night facility.

10. TO RECEIVE DATE OF NEXT MEETING OF THIS COMMITTEE.

- Next scheduled meeting is 11th August, RESOLVED CLERK to arrange meeting for 16th June and circulated details to Councillors.

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

- Clerk to write to Tony Moaby thanking him for his good work in installing the new notice board at Mark Cross Church which has received favourable comments from parishioners there.

The Chairman declared the formal business of the meeting closed at 20:45.

12. PUBLIC FORUM.

None.

Confirmed as a true record at the 16th June 2015 meeting of the Committee

_____Chairman _____Date