



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

**MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL,  
INCORPORATING THE MAY MONTHLY MEETING,  
HELD ON THURSDAY 31<sup>ST</sup> MAY 2018 AT 19:30  
IN THE PARISH COUNCIL ROOM, ROTHERFIELD VILLAGE HALL**

**COUNCILLORS PRESENT**

Cllr. R. Harris (Chair)

Cllr. L. Henrick (Vice Chair)

Cllr. G. Farmer

Cllr. T. Gilbert

Cllr. A. Hardy

Cllr. D. Hiles

Cllr. J. Kitchenham

Cllr. A. Martin

Cllr. J. Richardson

Cllr. G. Watson-Smith

Cllr. N. Wickenden

**COUNCILLORS ABSENT**

Cllr. N. Glynn

**ALSO PRESENT**

Trevor Thorpe, Parish Clerk, Cllr. P. Dixon (WDC) and one member of the public.

**1. TO ELECT CHAIR AND VICE CHAIR, AND SIGNING OF THEIR DECLARATIONS OF OFFICE.**

Cllr. Harris was re-elected to the post of Chair and Cllr. Henrick to the post of Vice-Chair. Each signed their Declarations of Acceptance of Office and this was witnessed by the Clerk.

**2. TO RECEIVE THE FOLLOWING: -**

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

Cllr. J. Cahan has submitted an apology for absence and it was **RESOLVED** that the reason be accepted. Cllr. R. Standley (ESCC) has also submitted an apology.

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

Cllr. Gilbert declared an interest in item 5 v) as he undertakes work for the Surgery.

**c. District and County Councillor reports.**

The key points of Cllr. Dixon's report were as follows :-

- He was pleased that the recent submission by Frant Parish Council to take over the area of Rotherfield Parish containing part of Eridge Village had not been approved at the recent meeting of the Wealden District Council scrutiny committee.
- Wealden Local Plan. Is confident that this will be ready in time for the July Full Council meeting and he does not foresee that it will not be approved.
- Issues with domestic waste collections by Kier continue. He cannot foresee that matters will improve until the new Contractor takes over.
- Kier have promised to improve, additional crews have been deployed and roadside recycling bins are now being emptied by their Commercial Collection team.
- Fines have been levied against the Contractor as they have not met agreed targets.
- Three companies are interested in bidding for the new Waste Collection contract.

Clerk: Trevor Thorpe, 82 Fermor Way, Crowborough, East Sussex TN6 3BJ

Tel: 01892 664245. Email: [Clerk@rotherfieldparishcouncil.co.uk](mailto:Clerk@rotherfieldparishcouncil.co.uk)

Parish Council Website: [www.rotherfieldparishcouncil.co.uk](http://www.rotherfieldparishcouncil.co.uk) Twitter [@rotherfieldpc](https://twitter.com/rotherfieldpc) and on Facebook

- Cllr. Dixon has escalated the planning enforcement issue raised by Cllr. Martin at the April meeting with Wealden's Planning Enforcement Manager and a site meeting is to be arranged.

The Meeting thanked Cllr. Dixon for his efforts on behalf of the Council and community in supporting and highlighting the objections regarding the Frant/Rotherfield boundary issue put forward by Frant Parish Council to the Community Governance Review.

**d. Minutes of the Parish Council meetings held on 27<sup>th</sup> March 2018 and 28<sup>th</sup> April 2018 for approval and adoption as a true record.**

Clerk apologised that the April minutes had not been brought to the meeting.

It was **RESOLVED** that the minutes of the 27<sup>th</sup> March 2018 Council meeting be adopted as a true record and they were signed by the Chair.

**e. Update regarding matters arising & action items from previous meetings. March Council meeting.**

**3a) i Update regarding approach to St Denys' Church regarding tidying of area to rear of site for new War Memorial.**

Cllr. Hardy declared a personal interest at this point as he is a Lay Minister at the Church.

Chair reported that he had spoken with representatives of the Church who were happy to support the work with volunteer assistance and refreshments. The project will take place in the Autumn.

**3. TO RECEIVE AND APPROVE BANK RECONCILIATION AS AT END OF MAY 2018, REVIEW EXPENDITURE AGAINST BUDGET TO DATE AND APPROVE PAYMENTS/ACTIONS**

**i. Budget report and actions arising.**

Clerk apologised for omitting to provide a digital version of this to view on the screen.

Chair highlighted main items of expenditure undertaken so far, this financial year and confirmed that overall headings are within budget.

**ii. Approval of payments.**

It was **RESOLVED** that following payments be authorised:

<b>Payments 1st - 31st May</b>			
<b>Payee Name</b>	<b>Reference</b>	<b>Amount</b>	<b>Transaction Detail</b>
Rotherfield St Martin	DIRECT CR	£500.00	Support grant 1st instalment
Wealden Citizen Advice Bureau	DIRECT CR	£300.00	Support Grant
Trevor Thorpe	DIRECT CR	£187.41	Expenses & reimbursements
C.D. & J. Jeffries	DIRECT CR	£432.00	Bench for Old Burial Ground
Trevor Thorpe	DIRECT CR	£1,505.26	May Salary
HM R C	DIRECT CR	£450.55	May Tax & NI
BHIB Insurance Brokers	DIRECT CR	£1,279.01	Renewal of Council's insurance
Signs of Style	DIRECT CR	£171.00	APM Posters
T.C. Woodgate	DIRECT CR	£144.00	Mole catching in Cemetery
e-mango	DIRECT CR	£345.60	Website annual service charge
Rialtas Business Solutions Ltd	DIRECT CR	£142.80	Accounting support costs

Clerk: Trevor Thorpe, 82 Fermor Way, Crowborough, East Sussex TN6 3BJ

Tel: 01892 664245. Email: [Clerk@rotherfieldparishcouncil.co.uk](mailto:Clerk@rotherfieldparishcouncil.co.uk)

Parish Council Website: [www.rotherfieldparishcouncil.co.uk](http://www.rotherfieldparishcouncil.co.uk) Twitter [@rotherfieldpc](https://twitter.com/rotherfieldpc) and on Facebook

Rotherfield Village Hall	DIRECT CR	£25.20	Hall hire for April
Teambase	DIRECT CR	£27.60	Stationery
M J White Contractors	DIRECT CR	£1,740.00	Village Hall path surfacing
Gwen Pritchitt	DIRECT CR	£219.00	Internal audit EOY visit
Rotherfield Football Club	S/O	£325.00	Pitch cutting
KS&S Air Ambulance	DIRECT CR	£250.00	Support Grant
Friends of Mark X School	DIRECT CR	£30.00	Stall at Spring Fayre
TW & District Samaritans	DIRECT CR	£200.00	Support grant
North Wealden Community Transport	DIRECT CR	£1,100.00	Support Grant
Rotherfield Friendship Club	300001	£200.00	Support Grant
A. Martin	DIRECT CR	£252.00	SID and hedging
Phil Ireland	DIRECT CR	£441.00	Sweeping and litter picking
William J Clark	DIRECT CR	£966.00	Snow clearance and grass/hedge cutting
NEST Pension Contribution	DD	£81.64	April pension contribution
Tollwood Garden Service	DIRECT CR	<u>£3,265.28</u>	May grass cutting
		<u>£14,580.35</u>	

#### Receipts 1st - 31st May

Payee Name	Amount	Transaction Detail
Dignity Funerals Ltd	£708.00	Plot 1523 OBG interment
H M Revenue & Customs	£958.70	Vat reclaim
Mark Cross School cake sale	£125.26	War Memorial project donation
Rotherfield Village Hall	£725.00	Village Hall path work contribution
<b>Total</b>	<u>£2,516.96</u>	

#### iii. Opening of interest bearing account with Unity Trust Bank and arranging authority for Clerk to make transfers between accounts only to maximise interest earned.

Clerk recommends this to maximise interest on our balances. **RESOLVED** that **CLERK** arrange for opening of an interest bearing account as recommended and that Santander and Unity Banks be advised that he is authorised to make inter account transfers.

Unity Bank confirm they are progressing, albeit slowly, with the addition of Cllrs. Watson-Smith and Richardson to the account so that they may sign cheques and authorise on line payments

#### iv. Complete mandate to transfer payments to “NEST” Pensions to come from the Unity Bank account.

**RESOLVED** that this be signed and submitted to “NEST”.

### 4. ELECTIONS AND APPOINTMENTS

#### i. To elect Chair & Vice Chairs of Committees, appoint Committee members, and arrange review of the terms of reference of the following Committees and working groups.

The following roles and appointments were voted upon and agreed.

- **Planning and Building Committee**  
Cllr. Hiles - Chair
- **Recreation and Burial Committee**  
Cllr. Gilbert – Chair  
Cllr. Watson-Smith – Vice Chair.

Clerk: Trevor Thorpe, 82 Fermor Way, Crowborough, East Sussex TN6 3BJ

Tel: 01892 664245. Email: [Clerk@rotherfieldparishcouncil.co.uk](mailto:Clerk@rotherfieldparishcouncil.co.uk)

Parish Council Website: [www.rotherfieldparishcouncil.co.uk](http://www.rotherfieldparishcouncil.co.uk) Twitter [@rotherfieldpc](https://twitter.com/rotherfieldpc) and on Facebook

Cllr. Wickenden - Vice Chair.

**Committee members:-**

Cllrs. Martin, Farmer, Watson-Smith, Richardson, Gilbert and Kitchenham.

**Committee members:-**

Cllrs. Martin, Richardson and Kitchenham

• **Highways Lighting and Transport Committee**

Cllr. Martin - Chair

Cllr. Kitchenham- Vice Chair.

**Committee members:-**

Cllrs. Farmer, Watson-Smith, Gilbert and Wickenden.

• **Finance and General Purposes Committee**

Cllr. Henrick - Chair

Cllr. Harris - Vice Chair.

**Committee members:-**

The Chair of each Committee.

• **Communications and Social Media Committee**

Cllr. Hardy - Chair

Cllr. Cahan - Vice Chair.

**Committee members:-**

Cllrs. Hiles, Richardson, Martin and Watson-Smith.

Although Cllr. Cahan was not present at the meeting Cllr. Hardy confirmed that she wished to be on this Committee.

The Chair and Vice Chair of the Council are “ex officio” members of all the Council’s Committees.

**ii. To Appoint Council Representatives to the following organisations.**

The following roles and appointments were voted upon and agreed.

- **Rotherfield Village Hall**  
Cllr. Gilbert
- **Rotherfield Allotment Association**  
Cllr. Watson-Smith
- **Rotherfield Millennium Green**  
Cllr. Henrick
- **Mark Cross Village Hall (Now Community Centre)**  
Cllr. Kitchenham
- **Rotherfield Twinning Association**  
Cllr. Richardson
- **Rotherfield Scout Group**  
Cllr. Hiles
- **Rotherfield Memorial Institute**  
Cllr. Martin.  
**ACTION** for **CLERK** to establish when their managing committee meets and to inform Cllr. Martin.
- **Sussex & Surrey Association of Local Councils**  
Cllr. Harris.
- **Rotherfield Sports Club**  
Cllr. Gilbert
- **Uckfield Railway Line Parishes Group**  
Cllr. Hardy who will also represent the Council for the Sussex Community Rail Partnership based at Eridge Station
- **Wealden District Association of Local Councils**  
Cllr. Henrick
- **Parish Schools and Pre-Schools**  
Cllr. Cahan – Mark Cross School  
Cllr. Richardson – Rotherfield School and Pre- School

Clerk: Trevor Thorpe, 82 Fermor Way, Crowborough, East Sussex TN6 3BJ

Tel: 01892 664245. Email: [Clerk@rotherfieldparishcouncil.co.uk](mailto:Clerk@rotherfieldparishcouncil.co.uk)

Parish Council Website: [www.rotherfieldparishcouncil.co.uk](http://www.rotherfieldparishcouncil.co.uk) Twitter [@rotherfieldpc](https://twitter.com/rotherfieldpc) and on Facebook

- **Rotherfield Bowls Club**  
See Sports Club
- **Rotherfield St Martin**  
Cllr. Martin.

**ACTION** for **CLERK** to advise organisations above of their representatives and provide them with contact details.

- iii. **To make appointments to the following posts, review/create new responsibilities and posts and receive the review of the Council's plans for co-ordinated responses to future emergencies in the Parish as agreed at the April Council meeting.**  
Council's plans for responses to future Parish emergencies. Cllr. Farmer advised that due to work pressures he had made little progress with reviewing and updating these. It was **RESOLVED** that Cllr. Watson-Smith's offer to assist with this task be accepted.  
The following roles and appointments were voted upon and agreed.

**1. Emergency Co-ordinators: - Infrastructure/Utilities, Snow Clearance and Vulnerable residents**

Cllr. Watson-Smith.

**2. Pond Warden**

Cllr. Wickenden

**4. Footpath Wardens**

Cllr. Wickenden – Rotherfield paths  
Cllr. Watson-Smith – Mark Cross paths.

**6. Smith and Fermor Charity**

Clerk

**8. Public Transport**

Cllr. Hardy - Rail  
Cllr. Watson-Smith - Bus

**10. Telecommunications – Broadband/Mobile**

Cllr. Hardy.

**12. Gatwick Airport and aircraft issues**

Cllr. Henrick

**14. Safety inspections and public liability insurance.**

Cllr. Gilbert – Recreation Ground, Play Area and Parish Cemetery.  
Cllr. Richardson – Court Meadow Green and Old Burial Ground

**3. Press Liaison and Newsletter**

Cllr. Kitchenham.

**5. Rotherfield Village Conservation**

Cllr. Wickenden

**7. Business Enterprise and Tourism**

Communications and Social Media Committee

**9. Sussex Police - Liaison**

Cllrs. Henrick and Harris

**11. Tree Wardens**

Cllrs. Wickenden and Watson Smith

**13. Raising the Roof project**

Cllr. Martin.

**15. War Memorial Working Group**

Cllrs. Hardy, Richardson, Wickenden and Watson-Smith.

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

- i. **Resolution granting all Councillors serving on Rotherfield Parish Council dispensation to speak and vote on the Council's budget and setting of the precept for the remaining term of this Council.**

This is not required as Section 10 (2) (vi) of the Parish Council's Code of Conduct provides dispensation for this. **CLERK** to note and omit from next year's agenda.

ii. **Resolution to adopt the General Power of Competence as contained in the Localism Act 2011.**

Clerk advised that the Council fails to qualify to use this power for this year as the proportion of co-opted members exceeds the 1/3 limit (currently 5 co-opted and 8 elected members) which is a condition of the its use. Clerk advised that this will have no impact in practical terms as it did not apply to expenditure on projects already commenced but not completed.

iii. **Annual Return for year ended 31st March 2018. Sign off document prior to submission to external auditors.**

Clerk apologised that paperwork for this had not been brought to the meeting. He will contact external auditors to seek an extension of the 11<sup>th</sup> June date for submission to them and will redesignate the 12<sup>th</sup> June Planning and Building Meeting as a Full Council Meeting so that the Return may be completed and signed.

iv. **Clerks salary. Information regarding 2018 Pay settlement.**

Carried forward to June meeting as Clerk has not had time to analyse impact of this.

v. **Surgery Working Group report.**

**Key points are as follows:-**

- a) A further meeting has been held with the Doctors at which value, valuation and survey was discussed and the purchase price of £470K agreed. The Practice will need all the space in the building apart from one large consulting room and a smaller room for nurses.
- b) Councillors are conscious that the project needs to move swiftly to a conclusion to gain as much time from the present doctors as possible, and to give time for plans to be made prior to their retirement.
- c) A proposed figure for the rent to be paid to the Council for continued use of part of the building as a Surgery has been sent to the local Clinical Commissioning Group for their consideration.
- d) Sufficient information is to hand to allow the Parish Council to move the project forward to the feasibility study stage and preparation for the loan application from the Public Works Loans Board to enable provisional approval and determination of cost of loan servicing.
- e) Councillors enquired as when the final decision regarding the project was to be made as they were aware of concern and uncertainty in the community, also whether there had been any interest from other bodies in renting the surplus. It was reported that the intention is for the final decision to be made by the Council at the June meeting. A local dentist has approached the Council regarding a possible dental surgery in the building. The Rotherfield Trust have been approached for assistance and they have kindly made a conditional offer of £100k; subject to those conditions being met it was envisaged to make use of that sum of money to help with future maintenance and running costs as and when needed.

**RESOLVED** that a feasibility study considering rent income and loan costs etc. be presented to the June meeting to enable the Council to come to a decision on the purchase, and that an application for the loan could proceed in the interim. **CLERK** to add to the agenda of the June meeting and proceed with the loan application.

vi. **Arrangements to hold a monthly Council meeting in Eridge and suggestion for provision of a dedicated notice board for this area of the Parish.**

**RESOLVED** the following:-

- **CLERK** to contact Eridge Hall to see if the Council's July 19<sup>th</sup> meeting may be held there; to also enquire if the Council may be represented at meetings of the Hall Committee, Cllr. Richardson has volunteered to be the Council's representative to this.
- **CLERK** to contact Mark Cross Community Centre to enquire if the Council's September 27<sup>th</sup> meeting may be held there.
- £1K to be allocated from Communications Budget to purchase and install a dedicated Rotherfield Parish Council noticeboard in Eridge. Clerk reported that the Frant Parish Council board on the Eridge Village Hall is shared by us and this is unsatisfactory due to lack of space. Sites suggested for the new board are on the exterior wall at Eridge Station or on the wide grass verge at the entrance to "The Forstal". **ACTION** for **CLLR. HARDY** to enquire if Southern Trains/Network Rail will allow a board to be affixed to the station and who to contact for permission.
- Possibility of a site for a noticeboard at Boars Head to also be investigated. Previous board was removed around 5 years ago and re-used elsewhere when the building to which it was attached was developed.
- **CLERK** to add agenda item to forthcoming Communication and Social Media Committee meeting regarding arrangements for publishing a Parish Council Newsletter

vii. **Arrangements for review of the Council's policies and governance documents.**

**CLERK** to compile and circulate a list of current documents to Councillors for them to indicate which policy(ies) they wish to review; Chairs of Committees to review their current terms of reference.

viii. **Agree recommendation to Wealden District Council Planning for the planning application below: -**

**WD/2018/0952/F** Station Cottage, Spout Hill, Town Row, Rotherfield, TN6 3QX

Demolish existing dilapidated timber double garage and replace with new masonry double garage with side log store.

**RESOLVED** to recommend to Wealden District Council planners that this application be **APPROVED**.

**REASON:** It will enhance the facilities at the property.

**CLERK** to advise Wealden DC, also compile list of planning decision notices and correspondence to circulate to Councillors and publish on website.

ix. **War Memorial.**

a) **Progress update from Cllr. Hardy.**

The Working Group have met and agreed the list of names to appear on the Memorial; these total 111. **CLERK** to confirm to Burslem that the stone samples provided by them be approved.

**b) Date and arrangements for dedication of the Memorial.**

Working Group are to meet next week to agree arrangement for this, including date and list of individuals, groups and organisations to be invited. Dedication service is to be separate from the Armistice Centenary commemoration on Sunday 11<sup>th</sup> November and either Saturday 20<sup>th</sup> or 27<sup>th</sup> of October. All Councillors are invited to attend.

**CLERK** to add item to agenda of June meeting to agree final arrangements, Council involvement and possible decorating of the Village, also enquire of SSALC as to protocols regarding invitation of Sussex Dignitaries to events such as this.

**c) Arrangements for “Silent Soldiers” to be erected around the Parish.**

**RESOLVED** that **CLLR. WICKENDEN** liaise with the British Legion member involved with these and report at the June meeting.

**d) Reinstatement of access path from Court Meadow to the Lower Cemetery.**

Cllr. Wickenden advised that a local contractor has kindly offered to resurface the paths in the Old Burial Ground to the rear of St. Denys’ Churchyard.

**RESOLVED**

- **CLLR. WICKENDEN** to liaise with the contractor regarding arrangements for the path work and report progress.
- Cllrs. to arrange site meeting to establish what is practical in providing access from Court Meadow Green to the Old Burial Ground.
- **CLERK** to add item to the August 14<sup>th</sup> Recreation and Burial Committee meeting to agree arrangements.

**x. Arrangements for review of Councils Governing documents and policies.**

Duplicate item, see vii above.

**6. TO RECEIVE AND ADOPT COMMITTEE MEETINGS MINUTES & MATTERS ARISING.**

- i. 1<sup>st</sup> May – Communications and Social Media Committee.
- ii. 8<sup>th</sup> May – Planning and Building Committee.
- iii. 22<sup>nd</sup> May – Highways Lighting and Transport Committee.

Draft minutes for meetings ii & iii above have yet to be circulated to Councillors. It was **RESOLVED** that the acts and proceedings of the 8<sup>th</sup> May Planning and Building Committee meeting be noted by the Council and that the Communications and Highways Committee minutes be carries forward to the June meeting agenda.

**7. TO RECEIVE OTHER REPORTS AND CONSIDER ACTIONS ARISING FROM THEM.**

- Cllr. Martin reported that Cheesmur, the contractors who built the Pre- School, had not visited to inspect the building during half term as they had previously promised; this to inspect the issues with the decking forming the ceiling of the storage area beneath. He is to press ESCC as landlords of the building regarding this matter and is concerned that the building guarantee runs out this year and that delay will mean that work will not be able to be scheduled over the summer in readiness for winter. Cllr Hiles considered that the guarantee would stand given the builders had been informed of the problems prior to expiry.
- Cllr. Martin had also attended a site visit with Cllr. Standley (ESCC) and a representative of East Sussex Highways to view the “Mayfield Turn” in the light of concerns raised by nearby

Clerk: Trevor Thorpe, 82 Fermor Way, Crowborough, East Sussex TN6 3BJ

Tel: 01892 664245. Email: [Clerk@rotherfieldparishcouncil.co.uk](mailto:Clerk@rotherfieldparishcouncil.co.uk)

Parish Council Website: [www.rotherfieldparishcouncil.co.uk](http://www.rotherfieldparishcouncil.co.uk) Twitter [@rotherfieldpc](https://twitter.com/rotherfieldpc) and on Facebook



residents that it was hazardous. The East Sussex Highways view is that there are no issues noted with this junction to justify any changes or additional signage, although it was agreed that the white lining there will be repainted.

- Cllr. Hardy reported that he had met with the Sussex Community Rail Partnership at Eridge Station. Parking remains an issue and vehicles have started to park on the grass triangle at the top of Forge Lane. Cllr. Martin reported that this matter was in hand and that the wooden bollards, which have been damaged/removed, are soon to be reinstated to prevent this.
- Cllr. Gilbert had attended the recent meeting of the Village Hall Committee. They are grateful to the Council for their assistance with the surfacing of the path alongside the Hall. They will shortly be changing the entry lock to the hall to a “keypad” version.
- The Chair and Vice Chair had recently met with the fitness training business who use the rear of the recreation ground car park for organised fitness sessions. These are held 18:30 Monday and Wednesday and 07:30 – 08:30 Saturday. They are keen to work and co-operate with the Council to avoid inconveniencing neighbouring properties and other users of the area. Chair reported that users of the classes who were present at the time of the meeting are pleased with the provision of the classes in the Village. The following was agreed with the trainers:-
  - They will cone across the first bay of the lower car park when they are using it.
  - No music is to be used.
  - Exteriors of buildings in the Rec. and car park area are not be used as part of the activities.
- Chair informed the meeting that the Sports Club had reported that an anonymous typed note had been left on a car belonging to their Chair on Bank Holiday Monday afternoon whilst he was undertaking grass cutting of the Recreation Ground. The note was of an aggressive tone claiming that the grass cutting activity was annoying residents. The meeting expressed concern regarding this note and that no proper complaint had been made. The voluntary work of the Sports Club’s Chair and members in keeping the playing surfaces in fine condition was praised, and disappointment expressed at the tone and manner of the complaint.

## **8. TO RECEIVE DETAILS OF INCOMING CORRESPONDENCE.**

- Tesco – response from Chief Executive regarding concerns with their lorries passing through the Village.
- Wealden DC – Polling Station Review. Clerk to examine and report.
- South East Water – details of local “drop in” sessions.
- St. Chéron – en - Bref June 2018 edition.
- “Clerk” Magazine.
- Clerks and Councils Direct.
- Letters of thanks for grant support from Rotherfield St Martin, Samaritans, Friendship Club and Kent, Surrey and Sussex Air Ambulance.
- Uckfield Railway Line Parishes Committee – two sets of minutes from recent meetings.

## **9. TO RECEIVE INSPECTION BOOK & REPORTS**

These were noted and signed by the Chair, no items requiring urgent action were identified.

## **10. TO RECEIVE DATES FOR FORTHCOMING MEETINGS.**

- i. 12<sup>th</sup> June - Planning and Building Committee.
- ii. 19<sup>th</sup> June - Communication and Social Media Committee.
- iii. 20<sup>th</sup> June - Strengthening Local Relationships meeting with East Sussex Highways.
- iv. 28<sup>th</sup> June - Monthly Council Meeting.

Meeting **iii** will be held in the Scout Hut starting at 09:30 and the other meetings will be held in the Parish Council Room at Rotherfield Village Hall starting at 19:30.

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

- Additional safe crossing point at Mark Cross on the A267. Now that the feasibility study/costing has been received from East Sussex Highways an item will feature on the June Council meeting regarding this.
- Cllr. Kitchenham reported a tree overhanging the Station Road car park and pavement.
- Cllr. Wickenden advised that the old bridge at Town Row had been struck three times recently by over height vehicles. He has details of the vehicles, **CLLR. WICKENDEN** to please pass details to Clerk.

The Chair declared the formal business of the meeting closed at 21:45.

**12. PUBLIC FORUM.**

None.

**Confirmed as true record, adopted and signed at the 28<sup>th</sup> June 2018 meeting of the Parish Council**

.....Chair.....Date