

ROTHERFIELD PARISH COUNCIL

Working for the Community

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

MINUTES OF THE SEPTEMBER MEETING OF THE PARISH COUNCIL HELD ON THURSDAY 26TH SEPTEMBER 2013 AT 19:30 IN THE PARISH COUNCIL ROOM, ROTHERFIELD VILLAGE HALL As adopted at the 31st October 2013 Parish Council Meeting

COUNCILLORS PRESENT

Cllr. L. Pike (Chairman)	Cllr. R. Harris	Cllr. D. Thomas
Cllr. Miss N. Bolton (Vice Chair)	Cllr. J. Kitchenham	Cllr. Mrs. A. Watson
Cllr. Mrs P. Halse Adamson	Cllr. R. Jaques	Cllr. N. Wickenden
Cllr. T. Gilbert		

ALSO PRESENT.

- The Parish Clerk, Trevor Thorpe.
- Two members of the public attended from the start of the meeting.
- Cllr. R. Standley (ESCC), Cllr. F. Whetstone (ESCC) and Cllr. H. Merriman (WDC).

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

Apologies were tendered and accepted for Cllr. D. Hiles and Cllr. W. Rutherford (WDC).

2. TO RECEIVE DECLARATIONS OF PECUNIARY OR SIGNIFICANT OTHER INTERESTS.

Cllr. Halse Adamson declared an interest in respect of item 7 j) as she has been a member of the group previously running the hall.

The Chairman reminded the councillors that they should declare an interest if they became aware of one at any point in the meeting.

3. TO RECEIVE DISTRICT AND COUNTY COUNCILLORS REPORTS.

Cllr. Standley (ESCC) reported the following:-

- Speed limit petition B2101 High Cross. This was presented to ESCC in May and was discussed at a Lead Member meeting in September with the lead petitioner present. It was concluded that a footway is considered of insufficient priority for County funding. A speed survey will be carried out so that Highways Officers and Sussex Police can make an informed decision as to whether a lower speed limit is appropriate.
- Waste management. A revised strategy is being developed and discussed and will be considered by the Cabinet in December before going out for consultation.
- Street Lighting. Significant savings are now being made by introducing “part night” and other options to reduce unnecessary lighting, this after consultation with Police and residents affected. LED lighting is now being rolled out as it becomes more economical. Savings of over £500k p.a. are being made with the majority of this sum coming from the Eastbourne and Hastings areas.

Cllr. Whetstone (ESCC):-

Questions were raised regarding high-speed broadband and the timescale for installation in the Parish as current Broadband speeds are poor. Crowborough Telephone exchange has recently been upgraded to enable “Superfast” broadband in the Town, when is Rotherfield Exchange to be similarly upgraded? Cllr. Whetstone advised that up to date information regarding Broadband issues may be found on the ESCC website at <http://www.eastsussex.gov.uk/business/broadband/default.htm> and those interested in receiving the service are encouraged to register via the site.

Cllr. Merriman (WDC) reported the following:-

- It had generally been a quiet month and issues relating to waste collection had reduced in number.
- He had attended the formal opening of the new development at Town Road and was pleased to meet some of the future tenants.

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- In his capacity as Chairman of the Wealden Conservative Association, he reported that the current MP for the Constituency, Charles Hendry, would not be standing at the 2015 General Election. A new Constituency Candidate would be chosen with the selection process open to the public
- The Association is hosting an event to be held at Uckfield with Nick Boles MP, Government Planning Minister, on Thursday 17th October. This will feature discussions on matters relating to rural planning and associated issues.

4. TO RECEIVE POLICE COMMUNITY SUPPORT OFFICERS REPORT

The Clerk delivered the following report in the absence of PcsO Boyle who is on leave:-

- Theft of a caravan from Bicycle Arms Road
- Theft of diesel from a contractor working in Argos Hill

There is an event at Heathfield Fire Station on Saturday 28th September from 1030 until 1430 promoting road safety with Sussex Police and East Sussex Fire Rescue Service, there will be interactive games, prizes and the top prize is a day out at Brands Hatch.

Parking – checks undertaken as below:-

- 23/09 0930 one car parked, gone within the hour.
- 18/09 1500 bay totally clear.
- 11/09 0945 one car parked, gone within the hour.
- 04/09 1530 bay totally clear.
- 30/08 0940 one car parked, gone within the hour.

5. TO RECEIVE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 29TH AUGUST FOR APPROVAL AS A TRUE RECORD AND MATTERS ARISING FROM THESE MINUTES.

It was RESOLVED that the Minutes of the Meeting held on 29th August 2013, copies of which had been previously circulated to Members, be confirmed as a true record and they were signed by the Chairman.

6. UPDATE FROM CLERK REGARDING MATTERS ARISING AND ACTION ITEMS FROM PREVIOUS MEETING.

Numbers relate to those on the agenda for this meeting.

7 b) Clerk is processing form for grant toward PAD.

7 e) Copy of current guide has been sent to Pure print with a request for an indication of cost for an updated version to same standard or less.

7 d) Review of 2006 Parish Plan. Councillors forming this Sub Committee are to arrange a meeting.

7. TO CONSIDER THE FOLLOWING ITEMS:-

a) Arrangements for acquisition and laying of Poppy Wreaths on behalf of the Parish on Remembrance Sunday, November 10th.

RESOLVED that £60 be donated to the local branch of the Royal British Legion for two Wreaths that will be laid by Cllrs. Harris and Halse Adamson, as the Chair will be away. CLERK to arrange with RBL and add to payments list for October meeting.

b) Arrangements for installation of Christmas lights and “Lighting Up” ceremony.

Chairman reported that “Lighting Up” will be undertaken on Sunday 1st December at 19:30 in the Square. The Contractor used for installation last year will again be used, volunteers to assist with some of the preparatory work will be welcomed. Chair is to investigate costs for installation and purchase of Christmas Trees; it is intended to install additional ones this year. CLERK to add item to October agenda to agree expenditure and liaise with ESCC regarding renewal of licence.

c) Arrangements for Council representation at Rotherfield Carnival on October 5th.

Cllrs. Bolton and Watson have offered to be present in the Village Hall representing the Council between 13:30 and 16:30.

d) Change of name for site to clarify ownership of Car Park and Village Hall.

RESOLVED to change description to “Recreation Ground Car Park” to emphasise that the Council own entire site. CLERK to update records and Asset Register accordingly. CLERK to add item to agenda of next Recreation and Burial meeting to review condition, quantity and wording of signs in the Recreation Ground.

e) Rescission of Previous Resolution under Council Standing Orders Section 11a to permit further discussion and decision regarding remuneration, hours and conditions for Street Sweeper.

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

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As provided for in Standing Order three councillors have requested that this item be reconsidered. It was stated that we had only this one candidate apply for the vacancy created when the previous incumbent retired. The original post was advertised on an employed basis at £7.21, this would have involved a cost to the Council by way of NI and holiday pay. Currently job is being undertaken on a “contractor” basis and the incumbent is cleaning areas over and above those on the schedule; also proactive in raising issues identified with the Clerk. RESOLVED to offer an increase to £10 per hour on a self-employed basis and that he should be advised that this would require provision of all equipment and ancillary items such as bin bags.

f) Update of signatories to the bank accounts.

Currently listed by Santander as Cllr. Clibbens, Prince, Pike, Bolton, Wickenden, Halse-Adamson and Harris plus Clerk. Now that Cllr. Prince has left the Council his name is to be removed from signatory list. It is suggested that signatories should be Chair and Vice Chair of Council plus Committee Chairs and Clerk. RESOLVED CLERK to review financial regulations to ensure that this does not conflict with any provision in them, update if necessary and add agenda item for October meeting to discuss and agree changes required.

g) Smith and Fermor Charity. Vacancy for a Trustee to represent Rotherfield Parish.

Cllr. Watson offered to fill this vacancy, RESOLVED that her offer be accepted and CLERK to arrange with fellow Trustees to meet to consider her appointment to the Charity.

h) Council response to ESCC Rail Strategy Consultation.

Details circulated prior to meeting. RESOLVED CLERK to respond covering the following points:-

- Action needed on parking issues at Eridge.
- Electrification of route and improvements required to allow increased line capacity and hence frequency of service.
- Balance to be struck between level of fares and car park charges.
- Alternative uses to be found for vacant station building – for example Etchingham Station has a community funded “Bistro”.

i) Review of Recreation and Burial, and Highways Lighting and Transportation, spending to date to identify any surplus/overspend.

Details circulated prior to meeting. RESOLVED that Chair and Vice Chairs of Highways and Recreation and Burial Committees meet to review figures prior to the Committee meetings at which their budgets and precept requirements are to be considered.

j) Report from recent special meeting of Mark Cross Hall and decision on any further action required.

Cllr. Thomas had attended the special meeting at which a new Committee to run hall had been elected, the following was reported:-

- Their aim is to keep the hall running, as there are just sufficient funds to cover insurance for the year; it is considered that there is around 2-3 years life left in the building.
- Committee have information with which they hope to obtain possessory title to the site and in due course absolute title.
- Medium term plan is for disposal of site and use of resulting funds to support construction of a Community Room adjoining Mark Cross Church.
- Cllr. Kitchenham is to continue as Vice Chairman and will update the Parish Council of all significant decisions and activity affecting the ownership of the Village Hall.
- Elected officers, Trustees of the Title Deed and Committee members shall be reserved to residents of the village of Mark Cross as defined by ecclesiastical parish boundaries.
- The Constitution states that funds from the disposal of the Mark Cross Village Hall will be given to the Mark Cross Church Council.

RESOLVED that the Council were disappointed that they were not involved in the future management of the Hall and that concerns existed that the funds arising from the disposal would ultimately benefit the Church and not the Community of Mark Cross.

k) Information and decision regarding purchase of banner, “A” board or other item to publicise attendance of the Parish Council at outside events.

Clerk reported that the Eazy Print website shows banners from £25, “A” Boards from £72 and freestanding outdoor banners from £95. RESOLVED to carry forward to next meeting to discuss

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further as it is considered that there is a need for a board to advertise the Council's presence at outside events.

1) Decision regarding Councillor "Have You Say" sessions for November – April.

RESOLVED that these volunteers would be present on the following Saturdays. Cllrs. Gilbert and Kitchenham, November 9th; Cllr. Harris and Thomas, December 14th and Cllr. Kitchenham, February 8th. Volunteer(s) sought for the January 11th session. CLERK to book institute for these dates between 10:30 and 11:30.

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

- 13th August – Recreation and Burial Committee.
- 27th August – Planning and Building Committee.
- 10th September – Highways Lighting and Transport Committee.
- 17th September – Planning and Building Committee.

These minutes have been circulated to the Councillors and it was RESOLVED that all they be adopted by Full Council.

9. TO RECEIVE REPORTS

• Other committees and sub-committees.

None.

• Councillor "Have Your Say" session.

Cllr. Kitchenham had been unable to host the recent session at Mark Cross but had received no response to the notice that he had displayed on the Church Door.

• Meetings attended on behalf of the Parish Council.

- Cllr. Kitchenham had attended the meeting of Rotherfield Village Hall. Topics raised included boiler issues, new PA system, fire doors and reduced income. Clerk reported that ESCC were producing a design for a direction sign on the corner by the stores showing the Village Hall, Rec. and RSM Centre for the Council to consider.
- Council Chairman had attended meeting of the Sports Club at which the matter of temporary fencing to protect the cricket square was raised. This had been discussed at the recent Recreation and Burial Committee meeting.

• Clerk's report and issues.

None.

10. TO RECEIVE FINANCE INFORMATION

- Bank Reconciliation and review of expenditure against Budget to end of August 2013. It was RESOLVED that these be accepted and the Chairman signed them.
- Approval of Payments. Clerk advised meeting that quote from Cllr. Gilbert for work to various Parish items had been obtained and approved prior to his co-option to the Council; WDC had been advised of this when his declaration of interest was sent to them. It was RESOLVED that the following payments be made:-

PAYMENTS

Payments are made using the General Power of Competence as contained in the Localism Act 2011. The Power was adopted by Rotherfield Parish Council at their monthly meeting held on 29th November 2012

CHEQUE NO	PAYEE	DETAILS	AMOUNT
801652	Trevor Thorpe	Clerk's salary for September	£1,287.96
801653	Trevor Thorpe	Clerk's expenses for September	£148.42
801654	H.M.R.C.	Tax and N.I. for September	£385.72
801655	Rotherfield Sports Club	September pitch grass cutting	£315.00

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801656	Rotherfield Village Hall	Hall hire - September	£33.00
801657	Konica Minolta	Photocopier costs	£61.13
801658	J & L Sweeney	Allotment rental instalment	£500.00
801659	Teambase	Stationery	£17.94
801660	David Peacock	Refurbishment of "1200" plaque	£26.40
801661	Sussex Association of Local Councils	Good Councillor Guide 4th edition	£12.30
801662	Pureprint Group	Print and dispatch of 2013 Parish Newsletter	£897.34
801663	PJI Contract Packers Ltd	August and September street cleaning	£423.13
801664	PKF Littlejohn	Audit fee 2013 Annual Return	£360.00
801665	D R Pike	Welding work to roundabout	£175.00
801666	Tollwood Garden Services	September grass cutting	£1,280.00
801667	Will Clark	Cutting of lower field at Cemetery and verge on Rotherfield Hill	£102.00
801668	Rotherfield Pre School	September 2013 support grant	£250.00
801669	Trevor Gilbert	Bench and signboard repainting	£1,100.00
Total			£7,375.34

CREDITS

PAYMENT FROM	DETAILS	AMOUNT
Santander Bank	Interest on 4711394 for August	£52.39
Tester and Jones	Grant and interment fee	£720.00
Dignity Funeral Services	Memorial fee	£80.00
Dignity Funeral Services	Ashes plot reservation fees x 2	£110.00
Burslem	Memorial fee	£80.00
Tester and Jones	Interment fee	£450.00
Dignity Funeral Services	Interment and memorial fee	£110.00
Total		£1,602.39

11. TO RECEIVE DETAILS OF INCOMING GENERAL AND PLANNING CORRESPONDENCE GENERAL

- **Action in Rural Sussex** – Invitation to joint conference and AGM 7th November 2013.
- **East Sussex Fire and Rescue** – Information re industrial action on 25th September.
- **Wealden Constituency Conservative Association** – Invitation to Dinner event at Uckfield with Planning Minister Nick Boles MP.

CIRCULARS AND MAGAZINES

- **Local Council Review** – Autumn 2013.
- **Saint-Chéron en Bref** – Edition 299.
- **Clerks and Council Direct** – Issue 89.
- **Action in Rural Sussex** – September 2013 Newsletter.
- **Now Open** – September 2013 edition.
- **The Clerk** – September 2013.

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12. TO RECEIVE INSPECTION BOOK & REPORTS

These were signed by the Chairman, no health and safety issues had been identified by them. No comments or concerns have been raised by the public in connection with Parish owned land.

13. TO RECEIVE DATES FOR FORTHCOMING MEETINGS.

- 8th October – Planning and Building Committee
- 22nd October – Highways Lighting and Transport Committee to include budget and precept requirements for 2014/15 (meeting rescheduled from 5th November).
- 27th October – Planning and Building Committee
- 29th October – Monthly Parish Council Meeting.

All of these meetings will be held in the Parish Council Room, Rotherfield Village Hall starting at 19:30.

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

- A neighbour of Cllr. Kitchenham had compiled a database of the findings from the Parish Plan questionnaire of 2006. CLERK to investigate if a copy is still held as it may be useful for the forthcoming review.
- CLERK to enquire of Cllr. Merriman regarding the sign at the former “George” Inn that was to be considered by WDC Planning Officers.
- CLERK to enquire of Saxonweald as to where the press release relating to the opening of the Town Row development had been published. Some form of social event with the new residents was suggested.
- Cllr. Wickenden expressed concerns regarding lack of action from ESCC regarding investigation and enforcement of issues relating to trees overgrowing the highway. Clerk reported that he had contacted the officer concerned regarding this and was awaiting a response.
- Concerns expressed by Cllr. Halse Adamson regarding conduct and interruption by a member of the public during the end of the committee meeting on Tuesday evening.

The Chairman declared the formal business of the meeting closed at 22:05.

15. PUBLIC FORUM.

- Chairman confirmed to a Parishioner present that concerns raised by him relating to the allotments were on the agenda for discussion at the 8th October Planning Committee meeting. Chairman is to contact the Allotment Association prior to the meeting to discuss issues raised.

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