

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 AT 19:30 ON THURSDAY 25TH AUGUST 2011 AT MARK CROSS VILLAGE HALL

COUNCILLORS PRESENT

Cllr. L. Pike (Chair)	Cllr. C. Dennison	Cllr. J. Padfield
Cllr. Mrs P. Halse Adamson	Cllr. M. Hall	Cllr. C. Prince
Cllr. C. Clibbens	Cllr. R. Harris	Cllr. D. Thomas
		Cllr. N. Wickenden

ALSO PRESENT. Cllr. R. Tidy (ESCC), Cllr. F. Whetstone (ESCC), 5 members of the public and the Parish Clerk, Trevor Thorpe.

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

Apologies were received and accepted for Cllr. Mrs. A. Watson, Cllr. Miss N. Bolton, Cllr. R. Jaques and PcsO Matt Boyle

2. TO RECEIVE DECLARATIONS OF INTEREST.

None.

3. TO RECEIVE DISTRICT AND COUNTY COUNCILLORS REPORTS.

Cllr. Tidy (ESCC) reported the following:-

- A grant of £10.6m has been made by Central Government to install superfast broadband, ESCC will need to match fund this and also find other contributions; there is a target date of 2015 for completion of the project. He is particularly gratified by this achievement as broadband matters in the County have been his responsibility since 2004.
- Is to attend an East Sussex Local Access Forum meeting on September 7th at which winter closure of the Eridge Lane end of Chant Lane is to be discussed, CLERK to update Cllr. Tidy with current position.

Cllr. F. Whetstone (ESCC) had no further ESCC information to deliver.

Cllr. J. Padfield (WDC) reported the following:-

- There had been no Council meeting in August.
- Wealden is to build some of its own Council Houses. Formerly a large part of Council House rent received had passed directly to Central Government, changes in national policy now mean that this income may be used to fund social housing on land that has been made redundant from other uses. Three sites have been approved, Jarvis Brook, Forest Row and Willingdon. These developments will total 64 dwellings with a mix of 1, 2 and 3 bedroom properties.
- He is a member of the Housing Allocation Policy Working Party and was disappointed that Rotherfield PC had not responded to their recent consultation, CLERK to investigate.
- Joint Waste Collection is being investigated in conjunction with neighbouring authorities, progress with this is impeded as WDC is the only one who directly collects waste, the others all outsource the work.

4. TO RECEIVE POLICE COMMUNITY SUPPORT OFFICERS REPORT

The Clerk presented the following information on behalf of PcsO Boyle:-

- 30/07 Car wipers bent on New Road.
- 02/08 Shed broken into Church Road, lawnmower and strimmer stolen.
- 10/08 Mitsubishi 4x4 stolen from Rotherfield Road. 2 4x4 have been stolen from Mayfield over the last month, if you have a brand new one it may be worth looking into getting a tracker fitted.
- 18/08 House sign damaged and removed on Catts Hill.
- 22/08 Fruit and vegetables stolen from Owlsbury Allotments on Hadlow Down Road
- Next street meeting will be at Eridge Rocks at 1800 on the 21st of September.

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In response to a suggestion raised by a Parishioner Clerk has suggested to Pcs0 Boyle that a street meeting be organised for St Peter's Mead/Meadow View.

5. TO RECEIVE MINUTES OF THE PARISH COUNCIL MEETING HELD 21ST JULY 2011 & MATTERS ARISING.

It was noted that Cllr. Mrs. A. Watson was present at the meeting and the minutes were amended in manuscript by the Chairman to reflect this. It was RESOLVED that there were no other matters arising and that the minutes be adopted. The Chairman signed the minutes.

6. TO CONSIDER THE FOLLOWING AGENDA ITEMS

a) Mark Cross highway and other issues.

Clerk reported the following:-

Updated RTC statistics received from ESCC relating to the A267 for the three years to May 2011:-

- One fatal and two slight injury crashes recorded in the section approximately from the end of the houses at Argos Hill to the start of the 40mph limit at Mark Cross.
- Two serious and two slight injury crashes recorded within the 40mph limit in the village.
- Three slight and two serious injury crashes recorded between start of houses at Argos Hill to just before Rotherfield Lane.
- B2101 Mark Cross – Catts' Hill one serious and one slight injury, further serious injury accident has occurred near Jameah since stats. compiled. Information from the Sussex Safer Roads Partnership is that to the best of their knowledge speed was not a factor in these.
- Information has been requested from Sussex Police regarding causes of the two recent RTC's in the village, one on the A267 involving a motorcyclist fatality and a two vehicle crash on Catt's Hill.
- Fence by the Millennium Green has been repaired by ESCC.
- ESCC advise that their Village Maintenance team will tidy and topsoil the churned up verge area on the Green and replace the wildflower verge post, they have been informed that there is a spare one leaning against the weather monitor station.
- Damaged "Give Way" sign at top of Yew Tree Lane is to be replaced by ESCC.
- Request submitted to consider installing a dropped kerb opposite the Village Hall. Earliest that ESCC funding could be considered for this is 2012/13.
- ESCC advise that, subject to a licence from them, bollards may be installed by the PC bordering the verge opposite the Church to discourage use as an overflow parking area. Clerk is investigating whether verge is maintained by ESCC as this may mean that action is legally enforceable against those parking there.
- A larger quantity of fly posters had recently appeared in the area opposite the Catts' Hill Junction. ESCC had visited and removed those that related to "non local" events. Officially licensed notices should bear an ESCC sticker on the reverse. CLERK is to contact Inn regarding the large notices recently placed on the Green by them.
- Cllr. Clibbens reported that 5 sites had been identified in the Parish for "Speedwatch" monitoring, one of which was hoped to be in Mark Cross opposite the 40mph VAS. More volunteers would be welcomed, 14 have already put their names forward and it is hoped to organise training within the next 2 – 4 weeks.

b) Information and further action regarding insurance claim for destroyed bus shelter at Mark Cross and replacement; update on progress with replacement bus stop post opposite.

- Insurance claim being processed for replacement, Council are investigating providing a better specification shelter with part of the additional cost being provided by a local sponsor. Design for new shelter is being obtained so that tenders may be sought.
- ESCC advised on August 16th that a replacement post and "flag" will be installed in around 6 weeks. Bus stop marking will also be added to the lay by road surface.

ROTHERFIELD PARISH COUNCIL

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c) Request for grant support from the following organisations:-

i. Rotherfield Bowls Club toward building of a replacement Bowls Clubhouse in Rotherfield.

Grant support sought toward upgraded replacement for 90 year old Clubhouse in the Recreation Ground. Planning permission has been applied for by the PC on behalf of the club and the current consent expires March 2013. Council has powers under 1976 LGA (Miscellaneous Provisions) s19 (3) to provide a grant for this purpose. RESOLVED CLERK to enquire of Club regarding their fundraising plans for the balance of the cost so that a figure for the Council's support may be determined and taken into account when calculating the 2012/13 Precept. .

ii. Crowborough Community Responders Group toward set up of the Group.

Support sought for set up costs for this group that will operate under the auspices of South East Coast Ambulance Service (SECAMB). A representative of the group was at the meeting and gave the following information:-

- The Responders are used for incidents within a 10-minute normal drive and for which an ambulance is not immediately available.
- Call out of the volunteers is co-ordinated via the normal "999" system,
- The scheme is widely used, particularly in Eastbourne and surrounding coastal area.
- Training is undertaken by SECAMB who also coordinate the holding of funds via their own charitable trust until the local group establish their own charitable status.
- Crowborough Town Council has been approached for grant support but have yet to agree a sum.

RESOLVED to grant the sum of £1000 in accordance with the Council's powers under sections 137 and 139 of the 1972 LGA for this grant which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with expenditure. CLERK to liaise with SECAMB and the group regarding the grant cheque which is to be issued at the September meeting.

iii. Argos Hill Windmill toward restoration of the Mill.

A copy of the Council's grant policy and an application form have been sent to the support group but the completed application has not yet been returned.

d) Addition of drain off facility to Cemetery water tap to avoid frost damage.

Council Chairman has been advised that the provision of a "drain off" point for the Cemetery tap would involve some excavation and that the cost of the exercise will be reduced if this is done before the plumber install the drain tap. Cllr. Prince has kindly agreed to arrange to dig out the chamber required and he will liaise with the plumber regarding this, RESOLVED to undertake the expenditure required to install the drain off point as this will avoid damage to the tap in cold weather.

e) Information and further action relating to Wealden District Council's consultation regarding maintenance of closed churchyards.

Details circulated to Councillors. WDC figures show that for 2010/11 total cost of St Deny's closed churchyard was £6147 of which £3632 related to WDC costs and survey. Budgeted figure for 2011/12 is £7092 with the same sum allocated for WDC costs and survey. In addition to Rotherfield eight councils in Wealden are affected by the issue. RESOLVED that responsibility for the maintenance of the Churchyard should remain with WDC, CLERK to advise accordingly.

f) Summary of the "Quality Council" accreditation process and further action required.

Details circulated to Councillors of the outline process to attain this. RESOLVED CLERK to examine checklist of requirements to see how many the Council already meet and add September agenda to report on items for which actions is required to achieve.

ROTHERFIELD PARISH COUNCIL

Working for the Community

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

g) Information regarding forthcoming training courses available for Councillors and details of candidates who wish to attend them.

Details of Chairmanship and Councillor courses in Reigate, Bramber and Battle were circulated to the Councillors. Various Councillors wish to participate in these courses, RESOLVED CLERK to verify details with them and make arrangements with SALC to book places.

h) Clerk's holiday dates requested for 2012.

All dates inclusive:-

- 10th – 13th April (4 days)
- 6th – 8th June (3 days)
- 30th July – 10th August (10 days)

It was RESOLVED that these dates be granted.

i) Report from site meeting regarding outstanding groundworks connected with Pre School building, and any further action required.

Site meeting has been held with ESCC and Contractors to discuss outstanding groundworks, minutes of this meeting are awaited. Chairman attended the meeting and also attended site when contractors visited to deal with the work. The "hump" in the drive has been reduced and other tidying has taken, Cllr. Prince and Chairman are satisfied with the result and recommended that work be approved. RESOLVED, CLERK to contact ESCC advising them that Council are satisfied that outstanding items are now dealt with and also expressing regret that the 48hrs notice promised prior to the work was not adhered to. CLERK to also liaise with Coppards regarding options and costs for improving surface of drive as agreed at the May Recreation and Burial meeting, this to be on a shared cost basis with the Pre School and white lining of reconfigured car park.

j) Request from Uckfield Railway Line Parishes Committee for £25 contribution toward their costs.

Powers exist under the LGA 1972 s143 for this payment. RESOLVED to contribute the sum requested, Cllr. Padfield is the Parish Council representative to this body and confirmed that it plays a role in representing the interests of Parishes who are on this route. CLERK to arrange.

k) External Auditor's certificate and opinion in respect of Annual Return for the year to 31st March 2011.

This has been returned signed and approved by the External Auditors. They raise a minor issue that the asset register requires updating with all assets recorded even if with only a nominal £1 value. Completed return has been displayed on the noticeboard as per statute and also added to the website. Clerk is reviewing asset register and updating accordingly.

l) Quote for repair to damaged fingerpost FP09 at Dewlands Hill.

£45 quoted by JAKK to repair and replace finger knocked off by vehicle, 50% contribution requested from ESCC. RESOLVED to accept this quote, CLERK to arrange repair.

m) Correspondence, invitations and consultations requesting a response.

- E-mail from a Parishioner offering help (unspecified).
It was suggested that the reinstallation of the seat by the Bowls club could be a suitable project, it was suggested that details of other organisations in the village who need volunteer workers be passed on to this Parishioner – CLERK to deal with this and liaise with the Parishioner to establish what he is able to do.
- Invitation to a forum to discuss the proposed merger of East and West Sussex Fire and Rescue services. Dates of the various public sessions being held to discuss this were shared with the Councillors.

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

- 9th August 2011 - Planning and Building Committee.

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

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8. TO RECEIVE REPORTS FROM THE FOLLOWING

- **Other committees and sub-committees.** None.
- **Meetings attended on behalf of the Parish Council.** None.
- **Clerk's report, issues and updates on work in progress.**
 - ESCC Highways requested to attend to overgrown pavement at Eridge.
 - WDC Have been requested to cut hedge around Station Road car park, Millennium Green side, this work is scheduled for Saturday.
 - ESCC Highways have been advised of various issues at the B2101/Cottage Hill junction and asked to deal with them.

9. TO RECEIVE THE FOLLOWING FINANCIAL INFORMATION

- Bank Reconciliation as at end of July 2011. The RFO presented the figures, which were agreed and signed by the Chairman. Bank have been requested to ensure that statements are for the month to close of business on the last working day as current arrangement is causing difficulty with the reconciliation due to receipt of interest after ledger has been totalled.
- Review of Expenditure against Budget to end July 2011. The RFO provided the summary figures to Councillors and relevant detailed figures to the Committee Chairmen.
- Approval of Payments. After explanation it was agreed that the following payments be made:-

CHEQUE NO	CHEQUE PAYABLE	DETAILS	AMOUNT
801298	Trevor Thorpe	Clerk's salary for August	£955.04
801299	H.M.R.C.	Tax and N.I. for August	£232.28
801300	Trevor Thorpe	Clerk's expenses for August	£68.82
801301	Jim Gander	Street sweeping for August	£105.00
801302	Rotherfield Sports Club	Grass cutting of playing surfaces August	£300.00
801303	Tollwood Garden Services	Grass cutting for August	£1,354.80
801304	Rotherfield Village Hall	Hall hire for May and June	£19.60
801305	C.P.R.E	Annual subscription	£29.00
801306	Trevor Gilbert	Painting car park barriers and seats	£350.00
801307	Mazars	Audit fees for year ended 31/3/2011	£480.00
801308	S.A.L.C	Post cost for "Quality Council" books	£5.62
801309	A.C. Moaby	Tree work in Recreation Ground	£700.00
Total			£4,600.16

CREDITS

PAYMENT FROM	DETAILS	AMOUNT
Santander	Bank interest - June	£58.38
Santander	Bank interest - July	£60.37
H.M.G.	Interest on 4% Consols stock holding	£29.74
H.M.R.C	Vat reclaimed 1/5/11 - 31/7/11	£1,367.88
C. Prince	Fee for two memorial plaque spaces	£160.00
Bysouth's/Dignity	Grave re-opening fee	£130.00
Bysouth's/Dignity	Memorial inscription fee	£30.00
Total		£1,836.37

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Page 5 of 7

Parish Council Meeting Minutes 25th August 2011

ROTHERFIELD PARISH COUNCIL

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

10. TO RECEIVE CORRESPONDENCE

General

- **Parishioner** – E-mail thanking Council for efforts toward getting resurfacing done in the village and also for installing lights in Church Path. Has been advised that the credit for this is due to the Church although Council did contribute toward cost.
- **High Weald AONB** - Annual Review.
- **Rotherfield School** - Letter thanking Council for arranging installation of dog bin.
- **Rotherfield St Martin** - Letter registering long term intention of acquiring and building their own premises.
- **ESCC** – Copy of inspection report for Town Row Bridge.
- **RHS** – Information regarding the “Britain in Bloom” competition.

Circulars and magazines

- **CPRE** – Countryside Voice Summer 2011.
- **CPRE** –Fieldwork Summer 2011.
- **Sussex Area Ramblers** – August 2011 “Now Open”.
- **Sussex Police** – July Stakeholder Newsletter.
- **WDC** – Parish Bulletin July 2011.

11. TO RECEIVE INSPECTION BOOK & REPORTS

- These were presented to the Chair for signature.

12. DATES FOR FORTHCOMING MEETINGS.

- Tuesday August 30th – Planning and Building Committee.
- Tuesday September 6th – Highways Lighting and Transport Committee.
- Tuesday September 20th – Planning and Building Committee.
- Tuesday September 27th – Recreation and Burial Committee.
- Thursday September 29th – September Council Meeting combined with Planning and Building Committee.

All of 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

- Cllr Wickenden has sprayed the roadside weeds from Town Row as far as Chant Lane, Cllr Pike has similarly treated the weeds from the Village down Station Road and also toward New Road.
- Clerk is enquiring of ESCC as to whether they have been able to arrange for a local farmer to undertake snow ploughing in the Village should this be required during the winter, this will be discussed further at the forthcoming Highways Committee meeting.
- Cllr Clibbens attended a charity cricket match in the Recreation Ground recently. A dog was brought on to the ground and, on reminding the owner of the “no dogs” rule in the Rec., he was advised that the dog was allowed in as it was well behaved. Clerk is to write to the Cricket Club to remind them of the “no dogs” rule.
- The contractors were complimented on the appearance of the Mark Cross Millennium Green after the recent cut.
- Clerk has not been able to organise the 3 Freedom Leisure active play sessions agreed at the May meeting for the summer holidays in time publicise them. Will instead investigate organising the 3 sessions for Autumn half term, Christmas holiday and February half term.
- Map board in Millennium Green car park has been struck by vehicle and is leaning. CLERK will arrange for Tony Moaby to restore this to upright.
- Parish Guide Book. John Dolwin now has the 300 or so remaining of which Clerk has taken 100 and suggests that proper weatherproof booklet holders be obtained for the boards at the two Millennium Greens, Sham Farm Tea Rooms and Crowborough Camp site to support Tourism initiative. John is happy to continue replenishing the supplies at the Green. Clerk has also been informed that supplies of the footpath

ROTHERFIELD PARISH COUNCIL

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walk leaflets are held in some quantity at the ESCC Heathfield depot and he is to collect these for storage.

The Chairman declared the formal business of the meeting closed at 21:20.

14. PUBLIC FORUM.

- Footpath from Catts' Hill alongside Jameah is very overgrown, CLERK to report to ESCC Rights of Way team.
- Further vandalism of "for sale" boards and house nameboards has taken place in Catt's Hill and has been reported to the Police.
- A Mark Cross resident asked whether the parking area opposite the Church could be extended, CLERK to enquire of Highways as to feasibility.
- A Mark Cross resident enquired why Five Ashes on the A267 had qualified for a 30mph limit and VAS whilst Mark Cross did not. It was considered that the fact that Five Ashes School is directly on the road would have had a bearing on this. Cllr. Clibbens took the opportunity to repeat invitation for Speedwatch Group volunteers.
- Hedge debris had been left by the Village Hall front, CLERK to investigate.
- CLERK is to order photo id cards for those Councillors who had requested them.

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