



**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 2<sup>ND</sup> AUGUST 2016  
IN THE PARISH COUNCIL ROOM, ROTHERFIELD VILLAGE HALL.**

**PRESENT**

Cllr. R. Harris (Chairman)	Cllr. A. Martin (part)	Cllr. D. Thomas
Cllr. Gilbert (Vice Chairman)	Cllr. G. Watson-Smith	Cllr. N. Wickenden
Cllr. Cahan	Cllr. Henrick	

**ABSENT**

None.

**ALSO ATTENDING**

Cllr. Richardson & Cllr. Hardy.

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

Apologies for absence were received from Trevor Thorpe, Parish Clerk. Cllr. Henrick took the minutes in his absence.

**2. TO RECEIVE DECLARATIONS OF PERSONAL, PREJUDICIAL AND DISCLOSABLE PECUNIARY INTERESTS ON ITEMS ON THE AGENDA AND UPDATES TO MEMBERS' REGISTER OF INTERESTS.**

None declared. 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 14<sup>TH</sup> JUNE 2016 AS A TRUE RECORD.**

These had been circulated to the Councillors and it was RESOLVED that the Chairman of this Committee sign them as a true record of the meeting.

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

Numbers reference the agenda of the 14<sup>th</sup> June meeting.

**6a)** Cheque issued to Contractor in respect of weed killing work..

**6b)** Response submitted to the Wealden Open Space consultation.

**6d)** Drones policy over Council Land had been amended.

**7a)** The work specification for the street sweeper has been written and shared with him but we had received notice of some spraying where this had not been instructed. Cllr. Harris would continue to monitor.

**TO CONSIDER INFORMATION & MAKE DECISIONS REGARDING ACTIONS AND EXPENDITURE FOR THE FOLLOWING MATTERS:-**

**5. GENERAL PARISH COUNCIL LAND ISSUES.**

**a) Court Meadow Green. Concern raised by contractor re: dog fouling. Decision regarding dog ban in this area, or provision of signage/dog waste bin.**

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Councillors were concerned that dog mess in this area was a health hazard for the contractor and children who play here. One of the school posters had recently been placed here to encourage dog owners to collect their deposits. It was RESOLVED that we ban dogs from this area in the interests of the children and contractor. Cllr. Cahan will publicise this decision on Facebook. Cllr Henrick will change the signage.

**b) Agree response to approach from “Shared Access” regarding funding opportunity.**

The Parish Council had been approached by a telecoms company to receive income in return for installing telecoms equipment on recreation areas or to provide floodlights with antennas attached. Cllr. Gilbert has tried to contact the company and SALC but has not managed to obtain any further information as yet. Cllr. Gilbert will continue to do this.

(Cllr Martin arrived).

**6. RECREATION GROUND AND CAR PARK.**

**a) Pre School bin. Agree arrangements concrete base and cover for re-siting.**

Damage has been caused to the Scout hut by the waste collection contractors moving the bin past the barrier when emptying. The Clerk has written to the preschool with various alternatives for re-siting the bin. Preschool have replied that staff have moved the bin to the near side of the barrier for bin collection. The damage may be caused when the contractor tries to replace the bin to the far side of the barrier. Preschool favour the idea of a concrete base on the near side of the barrier by the chestnut tree. We will provide a concrete base and the pre-school will build a cover for the bin. Other than for collection time, the bin is to be locked to the base at all times. It was RESOLVED that we provide a concrete base. Cllr. Harris will find a contractor to install the base. The Clerk will write to preschool asking them to provide a cover in the same style as one at the Parish Cemetery with the addition of a locking mechanism.

**b) Request from Chestnut Tree Hospice to attach advertising banner to the fence facing North St.**

Chestnut Tree Hospice is a hospice for children in Sussex. They have requested permission to place a banner outside the Village Hall to advertise a fund raising event of a bike ride on 25 September. The Village Hall will be a watering spot for this event. The event starts at Plumpton Racecourse. It was RESOLVED that they could display their banner for a month. Cllr. Cahan will put details of the event on our Facebook page.

**c) Quotes regarding purchase of height restriction barrier for the Rec. Car Park.**

The Council is concerned to protect the recreation ground and the work that has been done to it. Two quotes for a barrier had been received. One contractor suggested we find the device first and then they will give a quote for installation. The device is thought to cost around £1500. It would open to give access for ambulances, refuse collection etc. Cllr. Harris and Cllr. Martin will progress the estimate.

**d) Picnic bench by path to Play Area. Consider siting and permanent fixing of this bench.**

The picnic bench near the play area has been re-sited to its original position. It was resolved to site it there permanently and Cllr Harris will arrange for it to be fixed to the site.

**7. ROTHERFIELD PARISH CEMETERY**

**a) Decision regarding actions arising from Cllrs. Harris and Gilbert’s inspection of memorials in the Cemetery.**

The survey that the Council commissioned itemises memorials in need of attention. Cllr Harris and Cllr Gilbert had reviewed the imminent work for the coming year: six graves need straightening and packing with soil, eleven required drilling and adhesive. Cllr Harris suggested that we may be able to employ a local handyman for the task rather than a specialist and that this would be a less expensive way of proceeding rather than employing a specialised contractor and that we should consider laying down the memorials if it is not possible to make them safe in their current position. It was RESOLVED that Cllr. Harris will

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ask Tollwood to straighten and pack the 6 graves and that Cllr. Thomas will approach Les Pike to see if he can do the more specialist work on the 11 graves with the Parish Council providing the materials.

Cllr. Harris had analysed the costs of maintaining the St Denys churchyard in comparison with our other burial facilities and concluded that this was expensive and did not currently benefit many people. Cllr. Harris proposed setting up a working party to consider more useful options for the space and to reduce maintenance costs, for example it could be a walk connecting Court Meadow Green and the village or a history trail. The working group will comprise Cllrs Harris, Thomas, Wickenden, Gilbert and Watson-Smith.

**b) Review of “Information and Conditions” section of burial fees document for display in new noticeboard.**

The notice board at the Hornshurst burial ground is not yet in place. Terms and conditions have been prepared for display. This item will be held over till the next meeting or a full Parish Council Meeting. Cllr. Thomas will ask Les Pike if he would be able to erect the notice board.

**c) Information and action regarding funeral director concerns regarding tidiness of grave digging work.**

Tester and Jones have expressed concern at the standard of grave digging. We have complained to the contractors concerned. We had a response from them that we consider inadequate. It was RESOLVED to write again to express our concern at the standards and their response saying that the undertakers had complained about their service. Cllr Henrick will prepare this response for Cllr Harris and ask contractor to attend a site meeting with Cllr. Harris.

**8. ST DENYS’ BURIAL GROUND AND CHURCHYARD**

**a) Additional weedkilling application to the paths in the Old Burial Ground.**

It was RESOLVED that Cllr. Harris would ask Adrian Martin to re-spray the paths in the Old Burial Ground.

**b) Decision regarding actions arising from recent inspection of memorials in the Old Burial Ground.**

Dealt with above in 7a).

**9. URGENT ITEMS TO BE CONSIDERED ON BEHALF OF OTHER COMMITTEES**

Cllr. Gilbert attended the Sports Club meeting; they had asked of could we supply a more prominent “Parking at your own risk” sign following an incident with a cricket ball and a car. The meeting considered that there were sufficient signs already in place and that it may be more effective if the sports club were to put a warning board up when there is a match on.

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

18<sup>th</sup> October 2016 at 19:30 in the Parish Council Room, Rotherfield Village Hall.

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

None.

The Chairman declared the formal business of the meeting closed at 21:30

**12. PUBLIC FORUM**

St Denys’ Church had been given permission to hold a ‘messy church’ picnic on Saturday 13<sup>th</sup> August at the Recreation Ground. Cllr. Gilbert asked for it to be made clear to attendees that no dogs would be allowed at the picnic. Adam Hardy agreed to convey this message.

**Confirmed as a true record at the 2<sup>nd</sup> August 2016 meeting of this Committee**

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

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<b>MTG. REF</b>	<b>ACTION LOG</b>	<b>UPDATE</b>
2/8 R&B 4	Cllr. Harris would continue to follow up.	
2/8 R&B 5a	Cllr. Cahan will publicise this decision on Facebook.	
2/8 R&B 5a	Cllr Henrick will change the signage.	
2/8 R&B 5b	Cllr. Gilbert will pursue the telecom mast enquiry.	
2/8 R&B 6a	Cllr. Harris will find a contractor to install the base for the new bin position at the preschool.	
2/8 R&B 6a	Clerk will write to preschool asking them to provide a cover for the bin in the same style as one at the new cemetery and a locking mechanism.	
2/8 R&B 6b	Cllr. Cahan will put details of the eChestnut Tree Hospice event on our facebook page.	
2/8 R&B 6c	Cllr. Harris and Cllr. Martin will progress the estimation of the entrance barrier to the Rec with the aim of installing this as a priority.	
2/8 R&B 6d	Cllr Harris will arrange for the picnic bench near the play area to be fixed to the site.	
2/8 R&B 7a	Cllr. Harris will ask Tollwood to straighten and pack the 6 graves.	
2/8 R&B 7a	Cllr. Thomas will approach Les Pike to see if he can do the more specialist work on the 11 graves with the Parish Council providing the materials.	
2/8 R&B 7b	Cllr. Thomas will ask Les Pike if he would be able to erect the notice board at the Hornshurst burial ground.	
2/8 R&B 7c	Cllr Henrick will prepare a letter to KPS for Cllr Harris re the grave digging and ask KPS to attend a site meeting with Cllr. Harris	
2/8 R&B 8a	Cllr. Harris will ask Adrian Martin to re-spray the paths in the Old Burial Ground.	

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