

ROTHERFIELD PARISH COUNCIL

Working for the Community

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

MINUTES OF A MEETING OF THE RECREATION AND BURIAL GROUNDS COMMITTEE HELD ON 26TH JUNE 2012 IN ROTHERFIELD VILLAGE HALL

COUNCILLORS ATTENDING

Cllr C. Prince

Cllr. D. Thomas

Cllr. Miss N. Bolton

Cllr. Mrs P. Halse Adamson

Cllr. R. Harris

Cllr. L. Pike

Cllr. A. Watson

Cllr. N. Wickenden

ALSO ATTENDING. The Parish Clerk, Trevor Thorpe. No members of the public were present.

1. TO ELECT A CHAIRMAN AND VICE CHAIRMAN AND APPOINT MEMBERS OF THE COMMITTEE.

Cllr. Prince indicated that he did not wish to continue as Chairman but was willing to be considered for the role of Vice Chairman to this Committee. Cllr. Thomas indicated that he was willing to stand for the role of Committee Chairman. There were no other candidates and it was **RESOLVED** that Cllr. Thomas be the new Chairman of this Committee and Cllr. Prince the Vice Chair. CLERK is to confirm with Cllrs. Dennison and Hall that they wish to continue to serve on this Committee.

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

An apology was tendered and accepted on behalf of Cllr. Dennison.

3. TO RECEIVE DECLARATIONS OF INTEREST.

Cllr. Pike declared a personal interest in respect of item 6 (ii as he is Chairman of the Bonfire Society. The Committee Chairman reminded the Councillors present that, should they become aware of an interest in any agenda item during the course of the meeting they should declare it.

4. TO APPROVE MINUTES OF MEETING HELD ON 15TH MAY 2012 AS A TRUE RECORD AND TO CONSIDER MATTERS ARISING FROM THESE MINUTES.

It was **RESOLVED** that these minutes be adopted and the Chairman signed them. There were no matters arising.

TO CONSIDER THE FOLLOWING ITEMS.

5. ALLOTMENT ISSUES

i. Update regarding drafting of new agreements between Parish Council and property owner, and Parish Council and Rotherfield Horticultural and Allotment Society.

New agreement as accepted at the May 15th meeting of this committee has been sent to the Landlords for signature. Once it has been completed by them and returned it will be added to an agenda so that the Council may complete it, after which the Clerk will liaise with the Horticultural Society to continue with the work to draw up a new agreement between them and the Parish Council.

6. GENERAL RECREATION AND BURIAL ISSUES

i. Grass cutting issues and further action required.

It was agreed that the standard of the cutting had greatly improved. It is understood that the Contractors have been undertaking extra cuts which will not be charged and will also spray the area by the Pre School where the large area of weeds was removed.

ii. Request from Bonfire Society to use "community storage" area beneath Pre School for storage of items and for permission to have a key cut for access.

A copy of the guidelines for use of this space has been sent to them. It was **RESOLVED** that the Committee Chairman, Cllr. Pike and Cllr. Wickenden will arrange a site visit to view the area and the items currently stored. A further meeting will then be held with the Pre School, Players and the Bonfire Society to agree a proper allocation of the area for storage, this to include space for relocating the Parish Council records currently held in the Village Hall basement.

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iii. Request from the “Friends of the Surgery” to hold their annual fund raising event on the Amenity Land on the August Bank Holiday weekend.

It was RESOLVED that this be authorised, CLERK to liaise with the Group regarding arrangements and also request contractors to cut the grass during the week prior to the event.

7. RECREATION GROUND.

i. Issues and actions arising from safety inspections and any other issues in the Recreation Ground noted as requiring action.

Most recent checklist held for the play area is for 24th June 2012 – no issues noted as requiring attention and no claims or concerns raised by the public. Most recent checklist held for the recreation ground is for May 2012 – the broken posts bordering the car park have now been repaired, no claims or concerns had been raised by the public.

As a result of concerns that the grass dumped alongside the hedge could ultimately kill it it was RESOLVED that the Committee Chairman, Cllr. Prince and Cllr. Pike arrange a site visit with a representative of the Sports Club. This is to discuss a suitable site for the short term storage of cuttings, CLERK to add an agenda item for the September meeting of this Committee to discuss provision of a permanent storage area for cuttings in the future to enable them to be stored and cleared annually. CLERK is to check conditions of 2010 planning consent for the Clubhouse extension, as it is believed that this imposed a condition regarding the removal of redundant items on the site.

ii. Progress report and further action in respect of proposal to build tennis courts.

It has been informally reported to the Council Chairman that there is space for a double court and single court on the site. This may required removal of the Oak Tree which is considered to be too close to the pavillion and may ultimately damage it by root activity.

iii. Information and further action regarding roundabout in the play area.

Wicksteed have examined the roundabout to see if it is possible to build up the ground level to provide consistent clearance. A company who no longer exist manufactured this item, Wicksteed cannot guarantee removal of the roundabout to undertake this work without damage to the bearing that would not be replaceable by an approved part, hence complete replacement is recommended. Cost of removal, supply and installation of Wicksteed replacement would be £4814 assuming existing safety tiles retained. The tiles are in reasonable condition, to include replacement of these with wet pour safety surfacing would raise total cost to £8624 (prices ex Vat), salvage cost of old tiles if lifted by PC would save £790. This item is noted as “Medium Risk” on Wicksteed’s 2011 Annual Inspection due to the ground clearance not consistently within the BS tolerances of between 60mm and 110mm. Wicksteed define “Medium Risk” as “Items require appropriate action within resources and individual site assessment. The equipment should be safe for use, but you must consider this in relation to your detailed knowledge of the site”. In view of the costs and the popularity of this play item the Council Chairman is to contact a local engineering firm to see if they can offer a solution to ensure that the ground clearance is maintained within limits noted. CLERK to send full details of the clearance requirements to the Council Chairman. It is noted that the Rotherfield Trust have indicated that they would consider an application from the Council for new or replacement play equipment.

iv. Request for use of inflatable’s in the Recreation Ground in connection with a children’s party.

Cllr. Hall has requested this in connection with a birthday party in the Village Hall. RESOLVED that details of Public Liability cover for the event, and a risk assessment, must be provided to enable the matter to feature on a future agenda for further consideration.

8. ST DENYS’ BURIAL GROUND

i. Issues and actions arising from safety inspections and any other issues in the Burial Ground noted as requiring action.

Most recent checklist held for the area is for May 2012 – One grave noted as sinking, also

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that grass is being dumped in the corner. No claims or concerns raised by the public. CLERK to add an item to the September meeting agenda of this Committee to discuss further action on sunken graves in the Burial Ground.

ii. Request to permit scattering of ashes over a grave in the Burial Ground.

Copy of letter from Council dated May '98 provided showing permission granted for scattering ashes over the same grave. RESOLVED that permission is granted for this, CLERK to add to future update of the Burial Fees and Guidelines so that a fee may be considered for ashes scattering on graves.

9. ROTHERFIELD PARISH CEMETERY

i. Issues and actions arising from safety inspections and any other issues in the Cemetery noted as requiring action.

Most recent checklist held for the play area is for April 2012 – no issues noted as requiring attention and no claims or concerns raised by the public, the lower field has been cut. RESOLVED to ask Contractors to trim the thistles on the lower boundary as these have been missed by the cut; also to obtain quote from Tony Moaby for resiting and setting “Rotherfield Parish Cemetery” stone to be closer to the hedge, at right angles to the Lane and less likely to be damage by a vehicle. The Council Chairman requested assistance with filling the hole surrounding the drain point on the water tap and Cllr. Thomas has offered his help.

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

- Cllr. Prince was thanked by those present for his efforts whilst Chairman of this Committee.
- CLERK to raise issue of uncut verge at Catt's Hill junction at Mark Cross, this is creating a sighting issue.
- CLERK to report water leaking from Peeps Lane/Cottage Hill junction, considered that this may be mains water from the nearby reservoir.
- ESCC (Bill Killick) have contacted re replacement bus services during period of Catts' Hill Closure. They suggest that “Stagecoach” use a “maxi bus” on the 252 route and that it diverts via Sheriffs Lane to High Cross to avoid the closure – this route is used twice a day by school buses. This will avoid the cost and complication of running a separate shuttle service to/from Mayfield during the closure period. It was considered that this would be a good alternative to the arrangements used in February, and that the option of the buses using Yew Tree lane instead could be considered.
- The Council Chairman has cleaned the flagpole, undertaken kerbside clearance work in the Village and is also making suitable mountings for the “Jubilee Oak” plaques. Cllr. Wickenden has sprayed weeds in the gutters from Town Row to the steps to Hornshurst Road off Station Road.
- It is understood that the School “Camp Out” will not be taking place.
- CLERK has delivered a letter of thanks to the retiring postmaster on behalf of the Council.

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

- 25th September 2012 in the Parish Council Room at the Village Hall at 19:30.

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

12. PUBLIC FORUM.

None.

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