



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

**MINUTES OF THE MEETING OF THE PARISH COUNCIL
HELD ON 11TH SEPTEMBER 2018 AT 19:30
IN THE PARISH COUNCIL ROOM, ROTHERFIELD VILLAGE HALL TN6 3LX**

COUNCILLORS PRESENT

Cllr. R. Harris (Chair)
Cllr. L. Henrick
Cllr. J. Cahan
Cllr. G. Farmer

Cllr. N. Glynn
Cllr. D. Hiles
Cllr. J. Kitchenham

Cllr. A. Martin
Cllr. G. Watson-Smith
Cllr. N. Wickenden

COUNCILLORS ABSENT

None.

ALSO PRESENT

Trevor Thorpe, Parish Clerk and four members of the public.

1. TO RECEIVE THE FOLLOWING: -

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

These were submitted by Cllrs. Hardy, Richardson and Gilbert and It was **RESOLVED** that their apologies be accepted.

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

Cllr. Martin declared a personal interest in respect of item 3iii as his father-in-law owns the property.

c) Minutes of the Parish Council meetings held on 23rd August 2018 for approval as a true record.

These had been circulated to the Councillors prior to the meeting and it was **RESOLVED** that they be adopted and signed as a true record.

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

i. Rotherfield Surgery Project

a) Receive progress report and updates.

- Heads of Terms of Agreement have been discussed with the Doctors, initial lease to them is to run for a period of two years from the date that both parties sign.
- The rent for the area of the building to be leased by the Doctors had been assessed by the District Valuer and agreed by the NHS High Weald Lewes Havens Clinical Commissioning Group at £32,080.00 per annum as in appendix 3 of the feasibility report prepared by Councillors in support of the project and associated loan application.
- The division of outgoings between the Doctors and the Parish Council was fully discussed with reference to Appendix 1 & 2 of the feasibility report.
- The Doctors require use of the whole building except for one consulting room and a smaller room.
- The Rotherfield Trust conditional offer of £100,000 was hoped to be utilised for future urgent maintenance issues.
- The position after expiry of the two-year initial agreement was discussed. It is hoped that the Surgery would wish to continue with the agreement going forward.

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- Councillors discussed in detail Appendix 4 and 5 of the report with reference and concerns as to the loan amount, the payback period, the use of the precept increase to cover the loan and any penalties for early repayment of the loan.
- Clerk reminded the meeting that minute 2i) of the 13th February 2018 Parish Council Meeting contained information of the “non-renewal” scenario; Wealden District Council advised that non-renewal of the agreement would demonstrate that the property could not support the purpose for which it was built; this could permit granting of permission of the site for residential use.

b) Receive costs information from Solicitor acting and agree signature of their Client Agreement.

Solicitor’s client agreement contains their estimate that costs will be in the order of £4K, with additional expenses as follows:-

- £270 Land Registry fees
- £750 Local authority search fees (approx.)
- £14,500 Stamp duty land tax (this assumes purchase price of £500,000 with no VAT payable).

Clerk reported that £40.80 had already been paid to the Solicitors for search fees and an invoice for £459 had recently been received for the investigations associated with these. Also reported that the second Precept and Support Grant instalments, total £60K, will be received from WDC toward the end of October.

Additional cost, not included in the above, is for the lease agreement between the Doctors and the Council for which the Solicitors estimate £1500 plus VAT.

c) Receive insurance information and costs.

Clerk has contacted Council’s insurers who advise that, based on an indicative rebuild cost of £500K for the property and it being of “standard” construction, additional annual premium would be £540.74. This figure includes insurance premium tax and subsidence cover, premium would be reduced if the latter is deemed to be unnecessary. If considered necessary a formal figure for rebuild cost could be provided by the company who undertook the valuation of the building on our behalf, this at a cost of £600.00 for a “desktop analysis” or £950.00 for “Full re-measure”. The company who undertook the building survey have offered to provide a rebuild cost estimate for £250 plus VAT.

d) Agree resolutions in respect of any further actions and expenditure required for this project; confirm the sum and term details for the loan application for submission to the Public Works Loans Board, via the Surrey and Sussex Association of Local Councils, for funding the purchase and associated costs.

The following resolutions were passed:-

- RESOLVED** that an application be submitted to the Public Works Loan Board (PWLB) via the Surrey and Sussex Association of Local Councils (SSALC), for a loan to fund the purchase. Loan sum to be £470000 with a repayment term of 40 years. Precept has already been increased to fund the payments required to service the loan and, based on the 11th September rates from the PWLB, fixed repayment cost would be £9883.39 paid every six months.
- RESOLVED** that estimates be obtained for the boiler replacement anticipated for the property so that the Rotherfield Trust may be approached to cover the cost.
- RESOLVED** that the stamp duty cost of £13500 for the purchase be funded equally between Council reserves and funds held from the Community Infrastructure Levy (CIL).
- RESOLVED** that the “Heads of Terms” agreement between the Parish Council and the Doctors and Partners be signed.
- RESOLVED** that the “Client Agreement between the Parish Council and the Solicitors acting for them be signed.

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- vi. In respect of item 2 i c) on this agenda it was **RESOLVED** that a rebuild cost figure for insurance purposes of £400K is considered sufficient and that a formal figure is not required, also that subsidence insurance is not needed.

ACTIONS for CLERK

- Update loan application form, arrange signature by the Chair and submit to SSALC
- Contact the PWLB seeking clarification regarding arrangements and costs of repaying the loan before it has run its full term.
- Confirm that terms of the CIL allow its funds to be used for this purpose.
- Arrange signature of the “Heads of Terms” agreement on behalf of the Council and doctors/partners.
- Sign the Client agreement and return it to the Solicitors.
- Obtain insurance premium cost for the property as per details above.

3. TO CONSIDER AND MAKE RECOMMENDATIONS ON THE FOLLOWING APPLICATIONS AND OTHER PLANNING MATTERS.

Chair suspended Standing Orders at this point and it was **RESOLVED** that the planning matters under item 3 of the agenda be dealt with as first as there were members of the public present in relation to some of the applications being considered.

- i. **WD/2017/2152/MAJ** Birchetts Wood, Eridge Road, Groombridge, TN3 9NP
Proposed creation of a lake where a natural bowl already exists together with change of use to fishery. Retrospective application for change of use of existing lake to fishery. The meeting **RESOLVED** to recommend to Wealden District Council Planners that this application by **APPROVED** for the following reason:-
It will regularise the planning position.
- ii. **WD/2018/1590/F** Burwood Farm, Bicycle Arms Road, High Cross, Rotherfield, TN6 3QE
Stable block comprising of 3 stables, store and tack room
The meeting **RESOLVED** to recommend to Wealden District Council Planners that this application by **APPROVED** for the following reason:-
It will provide stable facilities in relation to the 8 acres of adjoining land.
- iii. **WD/2018/1718/F** St Chéron, New Road, Rotherfield, near Crowborough, TN6 3JR
UPVC lean to conservatory to side elevation.
The meeting **RESOLVED** to recommend to Wealden District Council Planners that this application by **APPROVED** for the following reason:-
It will enhance the facilities of the property.
- iv. **WD/2017/2313/F** 1 and 2 Hornshurst Wood Cottages, Eridge Lane, Rotherfield, TN6 3JU
Demolition of 2 pre-fabricated concrete bungalows and garages. provision of 2 houses with rooms in roof and 2 new garages. driveway adapted for car turning.

The Chair allowed two of the members of the public present to address the meeting regarding this application. They advised that one of the properties on the site had been vacant for three years and condemned and they were concerned at the lack of communication from the owners of the properties regarding their proposals for the site. The only information received had been from the official WDC planning notice fixed to a nearby telephone pole.

The meeting **RESOLVED** to recommend to Wealden District Council Planners that this application by **REFUSED** for the following reasons:-

The application is not in alignment with the rights associated with the property under Agricultural Occupancy Condition and it is considered that the occupiers have not been informed appropriately.

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The meeting recommended that the occupants seek advice from a local Citizen Advice Bureau regarding this matter.

- v. **Receive decision notices from Wealden District Council, and other Planning Correspondence.**
- a) **WD/2018/1118/F** Holly Cottages, The Forstal, Eridge, TN3 9JZ
Demolition of existing garage and sheds and the construction of a single storey family annexe with loft accommodation.
Recommended for approval by the Parish Council, refused by Wealden District Council.
- b) **WD/2018/1179/RM** Latchets, Clackhams Lane, Crowborough, Jarvis Brook, TN6 3RN
Reserved matters pursuant to outline application WD/2017/0528/O (erection of detached dwelling).
Recommended for approval by the Parish Council, approved by Wealden District Council.
- c) **WD/2018/1344/F** The Skep, Spout Hill, Town Row, Rotherfield, TN6 3QX
Proposed part Two storey and part first floor side extension.
Recommended for approval by the Parish Council, approved by Wealden District Council.
- d) Appeal re: Ruggles Farm, Bicycle Arms Road, High Cross, Rotherfield, TN6 3QE
Proposal: Extension of new two-storey extension to main house.
Planning Inspectorate Ref: **APP/C1435/D/18/3209253** Appeal Start date: 10 September 2018.
(Recommended for approval by the Parish Council in May 2018, refused by Wealden District Council.)

4. TO RECEIVE DATES FOR FORTHCOMING MEETINGS.

- 18th September - Highways, Lighting and Transport Committee
- 26th September - September Council Meeting – In Eridge Village Hall on **WEDNESDAY** 26th September starting at the later time of 20:00

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

- Chair reported good progress with the voluntary efforts undertaken over the past few Saturdays by him, fellow Councillors and a Parishioner to tidy and clear the area in St. Denys' Churchyard which will form the "backdrop" to the War Memorial when it is installed. A final work session is planned for Saturday.
- In response to a query regarding roadworks on the A267 at Mark Cross Clerk advised that this was in respect of carriageway and kerb repairs. Details of roadworks in progress or planned are available to view on the ESCC website, also at "roadways.org" for which personalised alerts may be configured. Recommended that any queries regarding specific detail or purpose of works be directed to East Sussex Highways.
- Cllr. Glynn reported that additional volunteer marshals for the forthcoming Rotherfield Carnival will be welcomed.
- Chair declared the formal business of the meeting closed at 21:25.

6. PUBLIC FORUM.

None.

Confirmed and adopted at the 26th September 2018 meeting of the Parish Council

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

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