

# ROTHERFIELD PARISH COUNCIL

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 16<sup>TH</sup> JUNE 2015 IN THE PARISH COUNCIL ROOM, ROTHERFIELD VILLAGE HALL.

### PRESENT

Cllr. R. Harris (Chairman)	Cllr. K. Curtis	Cllr. D. Thomas
Cllr. Gilbert (Vice Chairman)	Cllr. D. Hiles	Cllr. N. Wickenden
Cllr. J. Cahan	Cllr. A. Martin	

### ABSENT

None

### ALSO ATTENDING.

None

- 1. TO RECEIVE APOLOGIES FOR ABSENCE (LGA 1972 s 85).**  
An apology for absence was submitted by Cllr. L. Watts.
- 2. TO RECEIVE DECLARATIONS OF PERSONAL, PREJUDICIAL AND DISCLOSABLE PECUNIARY INTERESTS ON ITEMS ON THE AGENDA AND UPDATES TO MEMBERS' REGISTER OF INTERESTS.**  
None. 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 7<sup>TH</sup> APRIL 2015 AS A TRUE RECORD.**  
It was RESOLVED that the minutes of this meeting, copies of which have previously been circulated to all the Council members, be confirmed as a true record. The Chairman signed the minutes.
- 4. UPDATE REGARDING MATTERS ARISING AND ACTION ITEMS FROM PREVIOUS MEETING.**  
Numbers reference those of the April 7<sup>th</sup> Meeting.  
**5b)** WDC contractors have dealt with the Lime Trees in St Denys' Burial Ground bordering Court Meadow Green and removed the leaning tree close to the gate at the Village end of Church Path. WDC assure that the three trees bordering the Garden of Remembrance will be dealt with shortly, the Parish Council having passed on concerns regarding the safety of these.  
**5c)** Benches have been installed and Tony asked for a quote to secure these to the ground. Contractor who is to install cover to Cemetery Bin has been given until 22<sup>nd</sup> June to deal with the matter or alternative arrangements will be made.  
**5 e) & f)** Hall have been contacted regarding Councils suggestion re: parking and waste collection – no response to this. Cllr. Gilbert to please raise at next meeting of Hall Committee.  
**5g)** Can it please be confirmed that the Beacon post has been inspected and found sound?  
**7a)** Compound installed, item on this agenda to discuss “ground rules” for use.  
**8a)** Clerk's workload means that no progress has been made on this. Any volunteer(s) to mark and photograph graves affected please to advance this matter.
- 5. TO CONSIDER INFORMATION & MAKE DECISIONS REGARDING THE FOLLOWING MATTERS**

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## 6. GENERAL RECREATION, ALLOTMENT AND BURIAL ISSUES

### a) Arrangements for installation of Golden Jubilee plaques by the two commemorative Oaks planted in the Parish.

These remain uninstalled; trees in question are on the corner of Hornshurst Road and on the Millennium Green at Mark Cross. RESOLVED CLERK to instruct Tony Moaby to install these.

## 7. RECREATION GROUND AND CAR PARK.

### a) Proposal for lamp column alongside path from North Street to Hall. Receive information re: contribution toward the project from the Village Hall and make decision regarding proceeding with work and tidying/removal of tree and shrub alongside.

Hall has confirmed that they will cover 25% of the cost for this and bear the electricity running costs. Quote is £1851.44 to supply and install, £80.71 to paint green. Adding to the maintenance contract will be £25 p.a. Tony Moaby has quoted £180 to reduce canopy on trees and remove Juniper. RESOLVED CLERK to instruct Tony to undertake work to tree and shrub and accept quote from ESCC to undertake installation of the light.

### b) Oil spill in car park August 2013. Information regarding progress and decision regarding claim sum.

Email from Solicitors action on issue to be forwarded - Council have claimed £9515 being the ex Vat cost of Coppards cost to remove area of surface directly affected by the spill, properly dispose of this, relay and re mark white lines. RESOLVED to instruct Solicitor that £9515 remains the figure sought but to include other quotes, which were higher, for comparison.

### c) Decision regarding cutting back and tidying of area behind the Scout Hut prior to start of refurbishment work.

Scouts are to deal with removal of the items, Tony Moaby is to be asked to cut back hedge for length from rear of Village Hall to below Pre-School.

### d) Sports Club Matters.

#### i. Decision regarding preferred location for floodlight storage and clearance of items stored by the Clubhouse.

Grass cutting contractor has raised concerns that goalposts and sight screen stored on the grass tennis court area is hindering mowing it. Area is also to be set aside as a dedicated area for the scouts to undertake firefighting and "cook out" activity. RESOLVED CLERK write to the Club instructing the following.

i. Goals to be moved to behind the clubhouse.

ii. Sight Screen to be moved to the side of the area.

iii. Floodlights currently stored by Scout Hut to be moved to behind the Clubhouse, scouts are to use area vacated for tent pitching.

#### ii. Request from Club to arrange cutting back of Bamboo to rear of Clubhouse.

Photos circulated, Tony Moaby has quoted £200 for this work. RESOLVED CLERK to advise Club that they will fund £100 – 50% of the cost of this.

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- iii. **Lower Football Pitch. Receive information regarding drainage issues at the South end and suggestion for installation of drain at foot of batter to improve condition. Decision required regarding financial support, and amount, for this project.**

Coppards are to visit shortly and spend a day inspecting the drains running under the car park toward the bottom of the recreation ground and lower pitches. Former Councillor Pike will be on site to assist with investigations and will compile a report, CLERK to add item to July agenda to receive findings of report and agree further action.

- iv. **Decision regarding release of cheque for repair work to Bowls Green safety netting.**

Cheque for £1004.23 signed at May meeting but held pending final resolution from this Committee to release it. Councillors Curtis and Gilbert had inspected the work and highlighted some concerns that the Club had been asked to rectify. RESOLVED that Cllrs Curtis and Gilbert revisit site to ensure work now satisfactory, CLERK to add item to June Monthly meeting agenda to consider if cheque may be released.

- v. **Decision regarding Sports Club request that the grass cutting arrangements be transferred to the Cricket Club as they hold the requisite level of Public Liability cover.**

Club have provided policy information which confirms £10m C/L cover but does not give sufficient detail to reassure that this covers use of machinery. Clerk has requested them to provide this confirmation by either sending policy details or asking insurer to confirm direct.

Concern expressed as to who is actually responsible for undertaking the cutting as it is they who should hold the cover required – it is considered that as the Sports Club is the “blanket” organisation who maintain pitch and clubhouse for use by football and cricket teams it is they who should hold the cover. CLERK to contact club asking that they attend to this as a matter of urgency and provide evidence that they hold the £10m public liability cover required. Council are currently holding the monthly payments agreed for the pitch cutting pending fulfilment of the insurance condition by the Club.

## 8. ROTHERFIELD PARISH CEMETERY

- a) **Information and to consider approval of decision regarding additional expenditure identified by Contractor during resurfacing work of paths.**

Additional cost of £740 has been incurred as contractor discovered that foundation of existing path was of insufficient quality to provide support to new surface without additional material. RESOLVED that this additional expenditure be approved. Our former Chairman has offered his services to tidy the spoil in the lower field, CLERK to add item to next agenda of this Committee to consider how this may be arranged and investigate if use of machinery is covered by our insurance.

- b) **Suggestion from local funeral director to allow “pre purchase” of plots for future use if another plot is purchased simultaneously for immediate use, also that available ashes plots should be marked to eliminate confusion.**

Local funeral director has requested that the rule be relaxed in these circumstances. Some councils who responded to enquiry by Clerk sell all plots as “double depth” to allow 2 x interments plus up to 4 ashes burials. RESOLVED there would be no change in pre purchase arrangements and that CLERK to investigate best method for marking unused ashes plot and report at future meeting.

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**c) Request to relax current “seven years” qualification criteria for eligibility for Parishioner rate burial fees.**

RESOLVED that Cllrs. Harris, Thomas and Cahan review current fees and guidelines to include the aspect. Clerk highlighted an inconsistency whereby to be an “eligible parishioner” for fee purposes one must live in the Parish for seven years but if you move out of the village into care having lived in the Parish for “more than five years” consideration may be given to granting Parishioner eligibility.

Cllr Thomas left the meeting at this point.

**d) Grave digging:-**

**i. Decision regarding arrangements for use of new compound for grave digging arisings.**

Compound now installed. RESOLVED to aske Tony Moaby to supply two bags of topsoil. Section of the compound towards bottom of site is to be used for this, central bay for rock excavated and the top bay for remaining grave excavations. Tony requested that he be advised when the height of the compound has been decided so that he may level off the uprights.

**ii. Decision for levelling and planting of recently excavated graves and tidying of arisings and boards used when Gravedigging.**

RESOLVED that Tony Moaby be asked to level and seed new plots once they have settled; also that CLERK contact the grave digging contractor to advise them of the following:-

- i.** Arrangements for disposal of soil into the new waste compound.
- ii.** Boards used during excavations must be stacked neatly behind the compound.
- iii.** Future access for mini digger be via gate from car park and side path via bottom of burial ground, this to minimise surface damage to grass and paths from the tracks. Current padlock is to be removed and replaced with a combination lock.

## **9. ST DENYS' BURIAL GROUND**

**a) Information of provision of “War Graves” sign by the Commonwealth War Graves Commission and decision regarding installing one in the Burial Ground.**

RESOLVED that CLERK contact the CWGC and request installation of a sign at the entrance to the Old Burial Ground.

**b) Information regarding concerns raised by Churchwardens regarding trees omitted from recent work undertaken by WDC contractors, decision on further action.**

WDC have assured that, in response to concerns raised by Churchwarden and nearby residents, that the tree lime trees in the area of the Garden of Remembrance will be revisited shortly and dealt with so that their overhanging limbs no longer present a hazard to property or nearby phone cables.

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**c) Drinking Fountain in Church Wall. Decision regarding whether this item is restored to working order.**

Issue raised last year by a Parishioner. Water no longer runs but local information is that the fountain is turned on/off via valve under an inspection cover nearby in the Churchyard. Cllr. Martin has volunteered to investigate this and report outcome to Clerk.

**10. TO CONSIDER URGENT ITEMS ON BEHALF OF OTHER COMMITTEES  
HIGHWAYS LIGHTING AND TRANSPORT**

**a) Siting of picnic bench at Mark Cross and plans for planting the area of grass by the extended parking area.**

Cllrs. Thomas and Wickenden are to speak with the sponsor who has offered to provide plants for this area and report outcome so that a decision may be made at the next meeting of this Committee, CLERK to note to add an agenda item for this to include suggestion that slabs be laid under the picnic bench if resited.

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

- 11<sup>th</sup> August 2015 at 19:30 in the Parish Council Room at the Village Hall. Clerk will be on leave for this meeting, also the Planning and Building Committee meeting of the 4<sup>th</sup> August.

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

- Quotes have been received for work to improve wheelchair access to Lych Gate; these are on agenda of June meeting to discuss.
- CLERK to circulate updated contact lists to the Councillor's and check that Wealden DC have updated details of our Councillor's on their website.
- Sports Club have raised concerns and requested action to deal with rabbits in the Rec. who are eating newly grass seeded areas.

The chairman declared the formal business of the meeting closed at 21:15.

**PUBLIC FORUM**

\_\_\_\_\_ Chairman \_\_\_\_\_ Date