

# 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 15<sup>TH</sup> MAY 2012 IN ROTHERFIELD VILLAGE HALL

### COUNCILLORS ATTENDING

Cllr C. Prince (Chair)  
Cllr. D. Thomas

Cllr. Mrs P. Halse Adamson  
Cllr. M. Hall

Cllr. R. Harris  
Cllr. L. Pike

**ALSO ATTENDING.** The Parish Clerk, Trevor Thorpe. No members of the public attended.

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

Apologies were received and accepted on behalf of Cllr. Miss N. Bolton and Cllr. N. Wickenden.

**2. TO RECEIVE DECLARATIONS OF INTEREST.**

None.

**3. TO APPROVE MINUTES OF MEETING HELD ON 21<sup>ST</sup> FEBRUARY 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.**

**4. ALLOTMENT ISSUES**

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

Clerk has spoken with the Council's solicitor who advised that the document, with regard to the Council's interests, was sufficient. Should the Council wish to have a document produced by solicitors he recommended that £500 be budgeted. It was **RESOLVED** to accept the draft agreement without recourse to solicitor's inspection, CLERK to liaise with landowner regarding signature of agreement form.

**5. GENERAL RECREATION AND BURIAL ISSUES**

**i. Adoption of policy on safety inspections of trees on Council property.**

Draft document circulated for discussion. It was **RESOLVED** to adopt this document, CLERK to publish, circulate and draw up list of area of Council land with trees.

**ii. Information regarding grass cutting work undertaken by new contractors, request for storage of cut grass at St Denys' and decision on quote for tidy up in Cemetery.**

Contractors have requested agreement to place a "pallet sized" container at St Denys' to store cut grass for removal at season end. Quote provided for £150 for a tidy up of the Cemetery. It was considered that the container proposed might be insufficient to hold a full seasons cutting **RESOLVED** to agree that contractors may place a container and also to accept their quote of £150 to tidy the Parish Cemetery of winter debris. Poor weather has hindered the start of the new contractor's work, CLERK to monitor areas for satisfactory cutting.

**6. RECREATION GROUND.**

**i. Issues and actions arising from safety inspections.**

Most recent inspection for Play Area was May 13<sup>th</sup>. The mole issues noted in previous inspections have now been dealt with, also the litter issues on hedge line.

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

Plans are progressing for two full size courts, this may require some groundwork and removal of a tree, if this was the case other more suitable specimens may be planted to replace. Funding sources are being investigated.

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

Wicksteed suggest that the surface level could be built up to reduce clearance. **RESOLVED** CLERK to arrange for quote from them for consideration.

**iv. Methods of improving awareness and enforcement of the "no dogs" rule in the Recreation Ground.**

Clerk is making enquiries regarding cost and practicality of introducing and enforcing a "Dog Control Order" (DCO) under the 2005 Clean Neighbourhoods and Environment Act 2005 that would give power

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Clerk: Trevor Thorpe, 82 Fermor Way, Crowborough, East Sussex, TN6 3BJ Tel: 01892 664245.

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to issue penalty notices. Clerk is investigating additional signage and wording, and the feasibility of volunteers being trained to issue enforcement notices, and will report back at a future meeting.

v. **Guidelines for storage of items in the "Community Store" area beneath the Pre School.**

Draft circulated to Councillors and Pre School who confirm that they have no comments to add. RESOLVED to adopt guidelines with amendments, CLERK to publish and circulate also that CLERK write to the Players expressing concern that they have a key cut without consent.

vi. **Cleaning of flagpole.**

The Council Chairman has offered to clean this, CLERK to check what flags are to be flown for the Jubilee.

vii. **Response and quote from contractor for clearing snow and ice from the Village Hall car park.**

Quote received of £100 to clear whole car park if required. CLERK to add an item to the agenda of the September Highways Committee meeting to discuss and agree arrangements for dealing with snow and ice in the Parish.

viii. **Request from Rotherfield School for a weekend family "Camp Out" event.**

RESOLVED to allow this event subject to the completion and receipt of a copy of a risk assessment, as the example provided was incomplete.

ix. **Update from Scout Group regarding Scout Hut.**

Currently Scout Group is carrying out a feasibility study to present to the PC for consideration on a way forward with the matter. The study will take in consideration the condition of the existing structure and projected lifespan in relation to likely future maintenance costs to allow the best decision to be made.

x. **Programme of works for 2012/13 financial year.**

Quote received to treat benches in Burial Ground and Rec. for £400 (8 benches). CLERK to add to agenda of July Council meeting for consideration along with Highways benches and map boards.

## 7. ST DENYS' BURIAL GROUND

i. **Issues and actions arising from safety inspections and any other Burial Ground issues.**

Most recent inspection was on 25<sup>th</sup> April 2012 when it was noted that the hole left after removal of a memorial for further inscription by a local mason still remained, it was reported that the memorial involved had recently been reinstated. A tree in bottom right hand corner needs attention, Council Chairman has agreed to deal with this.

## 8. ROTHERFIELD PARISH CEMETERY

i. **Issues and actions arising from safety inspections and any other Cemetery issues.**

Most recent inspection was in April and no issues were noted. The paths have been sprayed and the Mole catcher has requested that the old molehills be flattened.

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

- Council Chairman is to investigate suitable mounting for the plaques to be installed next to the "Jubilee Oaks" in Rotherfield and Mark Cross. He has also dealt with the hedge on the Hall boundary obstructing the pavement.
- Gutters and some pavements in Rotherfield have many weeds growing, Council Chairman is trying to arrange a small volunteer group to attend to jobs of this nature.

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

Tuesday 25<sup>th</sup> September 2012 at 19:30 in the Parish Council Room, Rotherfield Village Hall. Clerk is to investigate the possibility of bringing this meeting forward to August and will advise accordingly.

The Chairman declared the formal business of the meeting closed at 21:55.

## 11. PUBLIC FORUM

None.

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

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