

ROTHERFIELD PARISH COUNCIL

Working for the Community

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

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON THURSDAY 31ST OCTOBER 2013 AT 19:30 IN THE PARISH COUNCIL ROOM, ROTHERFIELD VILLAGE HALL

COUNCILLORS PRESENT

Cllr. L. Pike (Chairman)
Cllr. Mrs P. Halse Adamson
Cllr. T. Gilbert

Cllr. R. Harris
Cllr. J. Kitchenham
Cllr. R. Jaques

Cllr. Mrs. A. Watson
Cllr. N. Wickenden

ALSO PRESENT.

- The Parish Clerk, Trevor Thorpe.
- Two members of the public attended together with a reporter from the "Courier".
- Cllr. W. Rutherford (WDC).

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

Apologies were tendered and accepted for Cllr. D. Hiles, Cllr. C. Clibbens, Cllr. D. Thomas, Cllr. N. Bolton, Cllr. A. Sharpe, PcsO Boyle, Cllr. R. Standley (ESCC), Cllr. F. Whetstone (ESCC) and Cllr. H. Merriman (WDC).

2. TO RECEIVE DECLARATIONS OF PECUNIARY OR SIGNIFICANT OTHER INTERESTS.

None. The Chairman reminded the councillors that they should declare an interest if they became aware of one at any point in the meeting.

3. TO RECEIVE DISTRICT AND COUNTY COUNCILLORS REPORTS.

Cllr. Merriman submitted the following report for the meeting:-

Briar House Farm Enforcement notices have been issued in relation to Briar House Farm. He had contacted the Director of services responsible a few weeks ago to ask for a timetable for action and is pleased to see some action on this matter. Anticipates that the notices will be challenged and for the court process to be utilised which will take time to reach a conclusion. Hopes that the enforcement notices will give both the landowner and local parishioners the certainty and clarity needed to bring this matter to an eventual resolution.

Housing. Is helping an established family who are looking for housing accommodation in an emergency. Believes that another site of affordable housing would be a welcome consideration and is happy to help the Parish if they wish to be proactive as to further sites nearer the village centre.

Playground. Cllr. Merriman's Council Allowance for £15,000 for his term is being routed to charity with the hope that it can be utilised for a playground via the charity grant process.

Toxic Waste on Yew Tree Lane Has received a message via Cllr Standley and Cllr Watson that there is an issue around toxic waste on Yew Tree Lane.

Removal of Lime Trees in The Square. Has received an email on this matter and will review the license agreement to ascertain responsibility and reply on return from holiday.

Affordable Housing. Had asked for the highway condition associated with the Town Row development to be interpreted by the WDC Planning Committee. Does not believe that a proper determination occurred and is assessing options of which there may only be one - judicial review. Has been speaking to the WDC Head of Legal and keeping the neighbours updated. Also chasing for the planting as has been informed, this has not yet been put in; this is a huge shame with shrubs soon to go dormant for winter. The planting is not a breach of condition.

Pub Sign at the former "George" Has exchanged correspondence with the Head of Planning on this matter and created a recommendation to deliver to the Planning Committee on 21 November. The recommendation has to go in by 6 November. Attached to the report will be a scanned article from a parish council magazine from Surrey, written by his brother in law who, having bought an old pub, commissioned a sign that now hangs from his house. I am hoping the story will chime with the District Councillors. WDC officers gave permission for the sign to be removed; it was a condition that removal

ROTHERFIELD PARISH COUNCIL

Working for the Community

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

could only occur if given in writing by WDC. As this occurred before we were all aware it may be difficult regarding the legal recommendation but hopefully we can try. Cllr Standley is behind this application as well. Will provide full details to Clerk and Cllr Thomas on return from holiday so Parish Council may make a similar submission. Cllr. Merriman will present before the Planning Committee.

Open Primary As mentioned last month the Conservative Party is opening up its Parliamentary candidate selection to the public. Will be providing non-partisan information and notices to display to encourage public participation in this process that will take place on December 5th.

Cllr. Standley (ESCC) submitted the following report for the meeting:-

Highways Preparations well advanced for the coming winter and whilst we all hope for a mild winter this would be particularly welcomed by the County Council given the additional financial pressure of additional resources being allocated to repairing winter damaged highways.

Over the last 4 years £42m (£10.50m per year) has been allocated to highways repair (previously £8m a year). This has allowed 280 miles of road to be repaired, which is 14% of the network.

B2101 Speed Limit The sites for the speed assessment monitoring have been proposed and agreed with the petitioner. The report should be complete by the end of the year or early 2014.

No Waiting Restrictions in Church Street (B2100). Objections had been received in relation to formalising the white lines by replacing them with yellow lines. At the recent ESCC Planning meeting, the objections were considered but not accepted. The TRO scheme will therefore proceed.

Broadband Delighted that Rotherfield is in the first tranche of the ESCC e-Sussex project together with eight other Parishes across the County. The scheme will deliver Superfast broadband to 96% of County households with an additional 3% getting a connection to fibre with an improved service but not superfast, and a final 1% getting the minimum 2mbp. This minimum service will apply to individual or small clusters of households. Unlike other authorities ESCC are upgrading all cabinets. To give some guide a current speed of 6mps will download a music album in 2mins 13secs and superfast broadband will reduce this to 30 secs. The complete programme should be complete by the end of 2015/early 16.

Troubled Families Programme 163 families were part of the programme at Quarter 1. The Government has announced an extension to the programme for a further five years from 2015/16. The Government sees this programme as a key vehicle for funding future support of vulnerable families.

Cllr Rutherford (WDC) reported the following:-

- WDC Capital Grant Scheme is running, applications invited. Closing date is November 30th.
- A Groombridge resident has been taken to court and a judgment made to enforce removal of unauthorised buildings. They have 4 months in which to comply or appeal, otherwise WDC will be empowered to remove the buildings.
- A Hailsham resident was recently prosecuted for transporting waste without being properly registered. A fine of over £4K fine imposed by the Court.
- An Uckfield resident was recently convicted of fraudulently claiming housing benefit from WDC.

Clerk has spoken with Cllr. Whetstone (ESCC) who reported that there is a forthcoming review planned of household amenity waste sites. Savings of £1m are sought from this budget and the local sites at Forest Row and Wadhurst are being considered for closure as they are lightly used.

4. TO RECEIVE POLICE COMMUNITY SUPPORT OFFICERS REPORT

Clerk reported the following in the absence of PcsO Boyle due to Halloween duties:-

There have been two reports of theft from vehicles, one was a works van the other a normal vehicle which had a window smashed and a bag stolen. Do not leave anything on display in your vehicle and if you have a works van make sure it is secure as possible and never leave it insecure and unattended. There was also a break in to a barn although nothing was taken; any suspicious people or vehicles can be reported to us on 101.

Subsequently he has advised the following parking activity:-

- 01/10 0930 cars gone within the hour.
- 03/10 0930 cars gone within the hour.

Parish Council Website: www.rotherfieldparishcouncil.co.uk
Clerk: Trevor Thorpe, 82, Fermor Way, Crowborough, East Sussex, TN6 3BJ
Telephone: 01892 664245

E-mail: rotherfieldpc@yahoo.co.uk

ROTHERFIELD PARISH COUNCIL

Working for the Community

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

- 09/10 1445 clear, nobody on double yellow lines on North Street.
- 24/10 afternoon clear.

5. TO RECEIVE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 26TH SEPTEMBER 2013 FOR APPROVAL AS A TRUE RECORD AND MATTERS ARISING FROM THESE MINUTES.

Cllr. Thomas has submitted comments stating that item 6 j of these minutes regarding Mark Cross Hall should read as follows:-

- “Elected officers, Trustees of the Title Deed and Committee members shall be reserved to residents of the village of Mark Cross as defined by ecclesiastical parish boundaries”.
- “The Constitution states that funds from the disposal of the Mark Cross Village Hall will be given to the Mark Cross Church Council”.
- “Cllr Kitchenham will continue as Vice Chairman and will update the Parish Council of all significant decisions and activity affecting the ownership of the Village Hall”.

It was RESOLVED that the Minutes of the Meeting held on 26th September 2013, copies of which had been previously circulated to Members, be amended as above and confirmed as a true record. They were signed by the Chairman.

6. UPDATE FROM CLERK REGARDING MATTERS ARISING AND ACTION ITEMS FROM PREVIOUS MEETING.

- Defibrillator application still “work in progress”.
- 6e). Street Sweeper has accepted new hourly rate to be reviewed September 2014.
- 14. Saxonweald advise that press release for opening of Town Row development was submitted to local papers on two occasions but they chose not to feature them. Clerk has included a brief “welcome” note in the Parish Council News section of the November “Magazine”.

7. TO CONSIDER THE FOLLOWING ITEMS:-

a. Annual Return for year ended 31st March 2013. Comments from External Auditor Report and further action.

This has been “signed off” by the external auditors who have highlighted discrepancies between asset list and insurance cover. Clerk is currently reconciling this; difference appears to be in roadside assets such as benches and bins and will liaise with insurers for clarification. Will report back to the Council and suggests a separate review of our assets.

b. Information regarding quotes for updated Parish Guide and decision on further action.

Pureprint (printers of the Parish Newsletter) quote £3521 for a "like for like" reprint of the current guide plus a further £1454 for the map. Price ex Vat and for 2000 copies. Whereabouts of original artwork etc. currently unknown. There are several publishers producing Parish Guides funded by advertising on a nil or low cost basis. RESOLVED:-

- Councillor Wickenden to investigate his records regarding the original guide to determine cost and whereabouts of the artwork. It is considered that the original artwork is the property of the Council.
- CLERK to enquire of publishers of the Crowborough guide to see what service they could provide for us.

c. Agreement of expenditure in connection with Village Christmas lighting and trees.

£248 spent, £1250 budgeted. Chairman estimates that cost of installation will be in the order of £300. RESOLVED to pay David Harman £200 for the supply of 17 trees for Village buildings plus the large tree installed by the King’s Arms. CLERK to arrange cheque for November meeting.

d. Review of Financial Regulations to clarify signatories to the bank accounts. Completion of documentation for updates to authorised bank signatories.

Draft amended Financial Regulations circulated prior to meeting. RESOLVED that the amendments proposed be made to the Regulations. CLERK to update and publish new regulations and prepare forms for updating signatories to reflect the new regulation.

ROTHERFIELD PARISH COUNCIL

Working for the Community

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

e. Items and supporting information for consideration at the forthcoming SSALC meeting with the Chief Constable.

There will be a meeting with SSALC Directors and the Chief Constable taking place on Tuesday 26th November 2013. SSALC invite submission of any strategic topics for discussion or matters that have been irresolvable with your District Commander

RESOLVED to make the following submissions:-

- Local Pcsos are endeavouring to enforce parking restrictions but in several areas the yellow lines are indistinct to the point of being unenforceable and hampering their work. They and the Parish are pressing County to rectify this, could pressure be brought from higher levels to reinforce these efforts?
- The presence of Pcsos and Pcs to assist in "Speedwatch" sessions is welcome. It is appreciated that operational needs mean that this is infrequent; could consideration be given to providing a dedicated resource to attend "Speedwatch" session to exercise enforcement as appropriate?

f. Quote for signs to advertise the Councils presence at "Drop In" sessions and other events.

David Peacock has quoted £45 per sign to supply 16" x 21" sign to same style as those used by RSM that hang on the Institute Porch. RESOLVED CLERK to seek comparative quote from "Graphics by Dave" and report to Council. Chairman advised that he hopes to report progress with replacement porch shortly for which Council have agreed grant support of £1K.

g. Information required for inclusion on an "emergency contact list" for use by Councillors in Clerk's absence.

RESOLVED details of candidates to be passed to Clerk so that list may be compiled and circulated.

h. Signature of licence for bollards on Dewlands Hill/Castle Hill "triangle" to protect fingerpost.

Quote of £90 from Tony Moaby to supply and install three oak posts at the triangle was accepted at the 19th March 2013 Highways Committee meeting. Posts 1m above ground, 100mm diameter domed top. RESOLVED document signed, CLERK to liaise with Tony Moaby regarding installation. Reflectors to be added to bollards.

i. Action to encourage Southern Water to install a Combined Storm Overflow at Town Row.

RESOLVED CLERK to contact SW as it is considered that there is a statutory responsibility to provide a screened outflow as the overflow is a potential health hazard.

j. Issues and further action regarding the large number of blocked drainage gullies by Parish Highways.

Clerk advised that he has recently reported to ESCC four blocked gullies by Railway Cottages, Station Road and another four today in Mayfield Road after a resident had reported them. Gullies were blocked prior to leaf fall and ESCC advised that clearing was scheduled for September, Clerk awaits reply to enquiry as to whether this happened. In addition to gully blocked by Old Bakery in village centre, and gullies on North Street and Station Road there are many others in the Village and surrounding areas. RESOLVED Councillors to pass details of specific locations to the Clerk so that he may report online to ESCC and monitor.

8. TO RECEIVE MINUTES OF COMMITTEE MEETINGS & MATTERS ARISING.

- 24th September 2013 – Recreation and Burial Committee.
- 8th October 2013 – Planning and Building Committee.
- 29th October 2013 – Planning and Building Committee.

These minutes have been circulated to the Councillors and it was RESOLVED that they all be adopted by Full Council. Minutes of the 22nd October 2013 Highways Lighting and Transport Committee meeting have yet to be circulate and will be carried forward to agenda of November meeting.

ROTHERFIELD PARISH COUNCIL

Working for the Community

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

9. TO RECEIVE REPORTS

• Other committees and sub-committees.

Land Acquisition Advisory Committee met after the 8th October Planning Committee meeting and appointed Chair and Vice Chair and agreed objectives. Next meeting will be after 19th November Planning Committee meeting.

• Councillor "Have Your Say" session.

Councillors were present at the Village Hall during the afternoon of the 5th October Carnival. Request made to improve lighting at Surgery end of the "Church Path" public footpath, CLERK to add to agenda of 12th November Recreation and Burial meeting. Issues also raised regarding dog fouling in New Road.

• Meetings attended on behalf of the Parish Council.

– Cllr. Watson and Clerk attended recent meeting of Smith and Fermor charity and Cllr. Watson has been appointed as a trustee for Rotherfield.

– Cllr. Kitchenham has attended meetings of Rotherfield Village Hall and Mark Cross Village Hall. Paperwork relating to title and other issues has now been obtained and the Trustee's intent to pursue possessory title. The Trustees are concerned at Parish Council's comments regarding potential disposal and distribution of funds to Church. This is not the case as the intent would be to utilise funds for benefit of school in addition to provision of enhanced meeting facilities at Church.

– Speedwatch Group held a "Day of Action on 9th October with Sussex Police and other Groups at Five Ashes and Horam on the A267. Meeting to be held at Police HQ on the 14th to discuss outcomes and "lessons learned".

– Chairman attended recent meeting of Sports Club. Football team are doing very well this season, Club are considering grass cutting of other areas in Rec and will report their intentions to us regarding possible takeover of some of the cutting.

• Clerk's report and issues.

– Visited Mark Cross with Brendan Coppard. He has marked the extension to the parking area 6m x 8.3m to reflect the 50sq metres quoted which they quoted. 6m allows for most cars leaving room for access to boot, careful parking should allow for three or four additional vehicles. "T" markings are suggested to maximise usage. Work could not be scheduled for half term; it will take place next week and take 2 days. Clerk has advised school and nursery of proposed work.

10. TO RECEIVE FINANCE INFORMATION

– Bank Reconciliation and review of expenditure against Budget to end of September 2013.

It was RESOLVED that these be accepted and the Chairman signed them. Clerk reported that he is investigating a software accounting package used by many other Parishes. Believes this may simplify financial work and enable improved budget reporting. Will report to Council when more information is available including cost.

– Approval of Payments. It was RESOLVED that the following payments be made:-

PAYMENTS

Payments are made using the General Power of Competence as contained in the Localism Act 2011. The Power was adopted by Rotherfield Parish Council at their monthly meeting held on 29th November 2012

CHEQUE NO	PAYEE	DETAILS	AMOUNT
001671	Trevor Thorpe	Clerk's expenses for September	£93.34
001672	H.M.R.C.	Tax and N.I. for September	£385.72
001673	Rotherfield Sports Club	September pitch grass cutting	£315.00
001674	Rotherfield Village Hall	Hall hire - September	£44.00
001675	Mark Cross Village Hall	Hall hire - August	£11.00
001676	Graham Long	Mole catching in Rec. and Cemetery	£64.20

Parish Council Website: www.rotherfieldparishcouncil.co.uk
Clerk: Trevor Thorpe, 82, Fermor Way, Crowborough, East Sussex, TN6 3BJ
Telephone: 01892 664245

E-mail: rotherfieldpc@yahoo.co.uk

❧ ROTHERFIELD PARISH COUNCIL ❧

Working for the Community

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

001677	Royal British Legion	Donation for 2 Poppy Wreaths	£60.00
001678	JAKK	Refurbishment of fingerposts at Fordbrook Hill and Steep Road	£762.84
001679	Teambase	Stationery	£7.19
001680	Direct 365	Annual waste disposal costs - Cemetery	£207.48
001681	PJI Contract Packers Ltd	Street sweeping for October	£216.00
001682	A C Moaby	Work in Burial Grounds, Rec and by Surgery	£1,095.00

Total £3,261.77

CREDITS

PAYMENT FROM	DETAILS	AMOUNT
Santander Bank	Interest on 4711394 for September	£52.39
HMRC	Vat reclaimed July - September	£501.72
Parishioner	Grant of Exclusive Right of Burial	£85.00
Parishioner	Grant of Exclusive Right of Burial	£85.00
Non Parishioner	Grant of Exclusive Right of Burial	£220.00
ESCC	5% Contribution toward fp31a surfacing	£198.30
WDC	Precept second instalment	£30,215.75
WDC	Grant	£942.50

Total £32,300.66

11. TO RECEIVE DETAILS OF INCOMING GENERAL AND PLANNING CORRESPONDENCE GENERAL

- SALC – Notice of AGM 7th November 2013.
- Evans family – Update regarding work to refurbish 6 and 6a High Street and invitation to Councillors to view “work in progress”.
- Rotherfield Pre School – letter re grant payments.
- WDC Committee Services – Invitation for comments from Councillors by 5th November for the 2014/15 review.

CIRCULARS AND MAGAZINES

- Spa Valley Railway – Winter 2013/14 Magazine
- Sussex Area Ramblers – October 2013 Now Open
- Wealden DC – September 2013 Parish Bulletin
- Saint-Chéron en Bref – No. 300

12. TO RECEIVE INSPECTION BOOK & REPORTS

These were signed by the Chairman, no health and safety issues had been identified by the reports. No comments or concerns have been raised by the public in connection with Parish owned land.

Clerk advised that installation of the bins in the Recreation Ground is due shortly, as is the installation of replacement bollards. The welding work on the barriers, due today, was postponed due to wet

Parish Council Website: www.rotherfieldparishcouncil.co.uk
 Clerk: Trevor Thorpe, 82, Fermor Way, Crowborough, East Sussex, TN6 3BJ
 Telephone: 01892 664245

E-mail: rotherfieldpc@yahoo.co.uk

ROTHERFIELD PARISH COUNCIL

Working for the Community

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

weather conditions making for unsafe work with electricity outside. CLERK to add item to Recreation and Burial agenda to consider purchase of new padlocks for both barriers.

13. TO RECEIVE DATES FOR FORTHCOMING MEETINGS.

- 12th November 2013 – Recreation and Burial Committee. Meeting will consider 2014/15 Budget and Precept requirements.
- 19th November 2013 – Planning and Building Committee, followed by a meeting of the Land Acquisition Advisory Group. Meeting will consider 2014/15 Budget and Precept requirements.
- 28th November 2013 – Monthly Parish Council Meeting.

All of these meetings will be held in the Parish Council Room, Rotherfield Village Hall starting at 19:30.

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

- Item to be added to forthcoming Recreation and Burial agenda to discuss concerns regarding St Denys' Churchyard and to encourage action by WDC to rectify. CLERK to note.
- Concerns expressed that vehicles are being driven on the open space designated "play area" provided at the new Town Row development. CLERK to investigate.
- CLERK to include brief report in Parish Magazine to explain damage to car park surface and progress with claim
- Volunteers still welcome to the Snow Clearing team. Names to Clerk or Cllr. Watson.
- CLERK to investigate issues regarding bins behind the Village Hall.
- Cllr. Wickenden reported that he had retrieved the Short Wave radio provided in connection with emergency planning.
- Clerk advised that he was in discussion with ESCC highways regarding bollards to protect Town Row triangle from vehicle damage.
- Clerk advised that damage to fingerpost at Sheriff's Lane/B2101 junction had been investigated and JAKK asked to provide quote for repair. CLERK add item to Recreation and Burial agenda to consider quote and will enquire if match funding is still available from ESCC for this work.

The Chairman declared the formal business of the meeting closed at 21:00.

15. PUBLIC FORUM.

None.

Confirmed as a true record at the 28th November 2013 meeting of the Council

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