



CLERK	5g) Street Sweeper duties	Draft revised duty list for agreement at September PCM – add agenda item.	See item on this agenda.
CLLR. HARRIS	6a) Memorial Tree for Rec.	Contact donor to agree timing of planting.	Still outstanding, C/fwd. to next agenda.
CLERK	OTHER ITEMS... Bus shelter	Add agenda item to September PCM agenda	Installation agreed, due to take place w/c February 13th.
CLLR. WICKENDEN	OTHER ITEMS... Hedge in Church Road	Cllr. Wickenden to visit owner, ask to cut and report outcome/timescale to Clerk	ESCC do not consider that the hedge is encroaching on the highway. COMPLETED
CLLR. MARTIN	OTHER ITEMS... Mark X Millennium Green	Cut grass and install new picnic bench	Matter will be dealt with during the Spring when ground conditions improve, Cllr. Martin will obtain quotes for consideration. C/fwd. to next agenda.
<b>ACTIONS FROM THE 8TH NOVEMBER 2016 MEETING</b>			
6 b) Update from Committee Chair re: inspection of the Council's "roadside assets" including bollards, fingerposts and seats, and noting of actions recommended.		Item on this agenda for update.	
6d) Quotes in respect of the following works: - i. Dropped kerb by the "Copper Kettle" in the High Street. ii. Bollards in North Street by Memorial Institute entrance. iii. Post by Highgate Flats for use by Council's portable SID. Item on this agenda re: i and ii, item iii has been completed.			
6e) Recommendations and actions arising from the 1 <sup>st</sup> November meeting of the Land Acquisition Advisory Group: -			
Investigate and agree further action regarding the following: - i. Land off Station Road to North West of Millennium Green entrance. ii. Land below bank bordering Recreation Ground in Eridge Lane. iii. Receive report from Cllr. Wickenden regarding approach to owner of land in Mark Cross, and agree further action if appropriate. <b>RESOLVED</b> the following: - i. <b>ACTION</b> for <b>CLERK</b> to engage Council's Solicitor to investigate how a claim to ownership may be registered by the Council in respect of this site. <b>Cllr. Henrick reported that the land in item i above is in the process of a registration application by the Millennium Green Trust. No further action to be taken by Council.</b> ii. <b>Land below bank in Eridge Lane bordering the Rec. ACTION for CLLRS. MARTIN and HARRIS</b> to investigate if it is possible to increase the parking available here and report findings at next meeting of Committee. <b>This potentially large project is still ongoing.</b> <b>ACTION for CLERK to check ownership of the area which is thought to be ESCC Highways land.</b>			

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## URGENT ISSUES FOR NOTING OR INCLUSION ON FUTURE AGENDA

- **ACTION for CLERK to provide Cllr. Watson Smith with key for Council Noticeboards. Cllr. Harris has spare key issued with the Cemetery noticeboard and will provide Cllr. Watson-Smith with one.**

**4. TO RECEIVE MINUTES OF THE MEETING HELD ON 8<sup>th</sup> NOVEMBER 2016 FOR APPROVAL AS A TRUE RECORD AND MATTERS ARISING FROM THESE MINUTES.**  
Draft minutes of this meeting have been circulated to the Councillors. It was RESOLVED that these were a true record of the meeting and the Chairman signed them.

**5. TO CONSIDER AND MAKE DECISIONS ON ANY FURTHER ACTION AND EXPENDITURE REQUIRED REGARDING THE FOLLOWING ITEMS**

**a) Concerns raised by local horse rider regarding surface conditions of BW29 Five Ashes Road – High Cross and suggestions for improvements.**

Email regarding this circulated to Councillors prior to the meeting.

A local resident and horse rider was permitted to address the meeting for 2' regarding these concerns. Key points raised were as follows: -

- Uses this path on a regular basis and has done so for many years.
- Paths is important for local horse riders as it is a "lifeline" for riders to access Sheriff's Lane, thence Chant Lane and the woods and lanes beyond without the need to use the busy Five Ashes Road and B2101/B2100 through the village centre.
- Local horse riders are happy to provide practical assistance and fundraising for a Parish Council led initiative to improve the surface conditions of the path – area of main concern is from Five Ashes Road to the "water splash", and for approximately 25% of the route beyond, as this section is becoming unrideable.
- The rubble on the path centre is not suitable or safe for horses to use.

The Committee Chairman, who lives nearby and is a regular user of the path, responded with the following key points: -

- Any improvements could soon be "undone" by the use of this byway by 4 x 4 vehicles when it is reopened for them to use during the spring.
- Rubble on the pathway is part of its construction. Path was improved around 10 years but time has caused the surface and foundation to be washed away to expose this.
- ESCC do not have funding to improve, any work would need to come from Parish funds or from funds raised elsewhere.

### RESOLVED

- Site meeting to be arranged involving Parishioner and Cllrs. Martin, Harris, Watson-Smith and Wickenden to establish what may be done and take photographs of the areas of concern.
- After the site meeting has agreed the way forward letter to be sent to ESCC Rights of Way on behalf of the Council to stress that this is an important route for local horse riders and requesting suggestions and actions for improvements.

**b) Report from Committee Chairman's inspection of the Council's roadside assets and recommendation on repair/refurbishment work required.**

Inspection not yet complete, CLERK to carry forward to agenda of next meeting of this Committee.

**c) Updates and further action regarding the following items: -**

**i. Bollards outside the Memorial Institute.**

ESCC have granted licence for collapsible bollards, licence awaited.  
Glasdon "Manchester" style bollard of "cast iron" appearance and

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plastic construction are preferred design.

ii. **Dropped kerb by the “Copper Kettle”.**

Quotes received for this work, Coppard £1350, Drive-Tech £1500 both plus VAT. Licence agreed in principle by ESCC, matters delayed as this licence will now include provision of a plastic bollard on the corner to protect the adjacent property, this to be funded by owner.

**RESOLVED – ACTION** for **CLLR. MARTIN** that once licence is received from ESCC he will instruct whichever of the two contractors above can undertake the work the earliest.

iii. **Reinstating grass triangle at Redgate Mill Crossroads/Cowford Bridge Lane.**

ESCC have indicated that they are willing to licence on a “like for like” basis without bollards. **RESOLVED** that work is undertaken to reinstate this “triangle” once quote received for within the £500 previously agree; the Committee consider that a licence is not required for this work as it is reinstating a grass triangle which was previously there.

**Request from residents of Padfield Close/Ellis Gardens for provision of a streetlight and grit bin.**

Clerk has under taken HMLR search, result confirms that the land and properties thereon are owned by Saxon Weald Housing Association. Recommends that residents agree what they would wish to see installed, and locations, and make an approach to Saxon Weald. Clerk advised that the Parish Council had suggested to Saxonweald when construction was proceeding that a local craftsman be used to provide the bus shelters adjacent to the site rather than use a national supplier; this they had done and it was understood that a considerable cost saving had been made as a result.

**RESOLVED ACTION** for the **CLERK** to contact Cllr. Hardy, who made the initial approach, and recommend that he contacts Saxonweald, on behalf of the residents of the Close, to request that the items described be provided by them.

e) **Consider and agree Street Sweeping schedule and duties for this Committee, and litter picking duties on behalf of the Recreation and Burial Committee.**

Details of current duties circulated prior to meeting together with suggested changes to the list made by Council’s contractor. Clerk has requested information from Wealden DC regarding scheduled roadside litter picking by; they have responded that they are in the process of restructuring routes and frequencies and hope to update within the next few months.

**RESOLVED ACTION** for **CLLRS MARTIN AND HENRICK** to draft reply and cover the following points: -

- Thanks for efforts in keeping the Village and Recreation Ground tidy.
- Thanks for raising concerns regarding areas that are not currently litter picked.
- Areas of the roadside such as Catts’ Hill will require advance notice to the Council for litter picking so that suitable Health and Safety matters such as signage may be provided in advance of the work being undertaken.
- Cllrs. Martin and Harris have kindly agreed to deal with weed killing areas in the Village Centre that require attention.

f) **Speed Indicating Device - suggestions for additional sites for monitoring and training of additional operators.**

This item was dealt with as second on the agenda. The organiser of the recent petition regarding speeding concerns was present and addressed the meeting to report progress.

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Key points of the report and Councillor comments were as follows: -

- Lack of injuries/fatalities resulting from traffic have meant that ESCC are not prepared to fund speed awareness or limit reduction measures. However, they are prepared to support measures that are locally funded.
- Clerk reported that the response from ESCC to the petition had been circulated to the Councillors.
- Committee Chairman reported on the data collected so far by the Speed Indicating Device (SID).
- Clerk provided definition of the "85<sup>th</sup> Percentile Speed" data and will circulate information on this.
- It was confirmed that the aspiration of the petitioners is to achieve a 20mph limit in the Village Centre, together with reminder markings on the road surface of the limit.
- There is some uncertainty as to whether ESCC would support a 20mph limit even if funded by the Parish. It was noted that there is a 20mph limit through the centre of Mayfield.
- Reduction in speed limit would require a Traffic Regulation Order (TRO) which will be subject to public consultation.

**RESOLVED** that the Council respond to ESCC to seek clarification of what measures they would support, together with an indication from them of the costs of providing speed awareness markings on the road surface and reduction of the speed limit through the Village to 20mph.

**ACTIONS** for **CLERK** to draft letter as above and ensure that the petition organiser is copied in with correspondence regarding the matter; also to contact Mayfield Parish Council seeking information regarding how their 20mph limit was obtained.

With regard to the SID, suggestions for further locations were as below:

- a. Foot of Catts Hill.
- b. Catts Hill between Jameah and Medway Farm.
- c. Packham's Hill.
- d. B2100 near Milk Lodge.
- e. Near Town Row Bridge.
- f. Near Padfield Close.

**RESOLVED** that the above sites be used for future SID deployment without further reference to ESCC Highways. Cllr. Martin is to purchase 10 additional brackets for these locations at cost of approximately £200 and provide Clerk with invoice for reimbursement.

**ACTION** for **Cllr. Martin** to purchase brackets and deal with installation.

**g) Hedges bordering and overgrowing highways and other public rights of way.**

Agenda item added at the request of Council Chairman.

- Committee Chairman advised that Will Clark will be cutting various roadside hedges in the Village.
- Cllr. Thomas sought confirmation that the hedge/tree in Station Road approaching village was a hazard as it causes buses to stop/pull out to avoid being struck.
- Clerk sought clarification regarding precise details of the locations of the hedges which are proposed for cutting by the Parish Council's contractor.
- **RESOLVED** the following **ACTION** for **CHAIRMAN**. Provide detailed list of locations where it is proposed that the Council will undertake roadside hedge cutting. This will enable proper monitoring of invoicing/budget and provide a reference for future years.

Chairman confirmed that proper traffic management would be in place whilst

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the work was undertaken and that contractor would remove debris afterwards. Cllr. Harris is to provide details of owner of the hedge that is obstructing a footpath, and Clerk will send the standard "please cut" letter as provided by ESCC for use.

**h) Action on concerns raised by Parishioner regarding obstructive pavement parking and lack of maintenance of Rotherfield fp22b.**

Email detailing concerns was circulated to Councillors prior to the meeting. Complainant acknowledges that parking on the pavement is not an offence unless it causes obstruction to pavement users. **RESOLVED** that **CLERK** take the following actions and acknowledge to Parishioner: -

- i. Letter to be sent from the Council to all houses in the area affected by the issue requesting they do not park obstructively. Cllr. Harris will review letter draft before issue.
- ii. Complaint re dangerous state of footpath FP22b. Cllr. Martin has offered to visit the footpath to review condition and areas highlighted in Parishioner's letter. ESCC RoW team will then be contacted to inform of any specific areas of concern for their attention.
- iii. Update regarding repairs to Rotherfield Hill B2100.

**i) Information and actions arising from recent Strengthening Local Relationships meeting with East Sussex Highways.**

- Minutes circulated prior to meeting and displayed at the meeting.
- Clerk reported that there was no sighting issue at the "Mayfield Turn" with the B2101 and it was assumed that our Highways Steward has dealt with this issue.

**6. TO CONSIDER URGENT ITEMS ON BEHALF OF OTHER COMMITTEES**

**i. Planning and Building Committee. Pre-application consultation for a proposed '4G' base station (236168) by A26 Eridge Road, Junction of Boars Head Road, Crowborough, East Sussex TN6 3GR. Comments sought from the Council.**

Plans and covering letter circulated to Councillors prior to the meeting, together with photo of a local phone antennae of similar style to that proposed. "Initial pre-application comments" are sought by the agents for the proposal, Harlequin Group.

**AGREED** to respond with comments when the formal Planning Application is submitted.

**7. DATE OF NEXT MEETING.**

- Tuesday 21st March 2017 at 19:30 in the Parish Council Room, Rotherfield Village Hall.

**8. URGENT ISSUES FOR NOTING OR INCLUSION ON FUTURE AGENDA.**

- Wealden DC car park in Station Road. Cllr. Kitchenham suggested that an access point to the Millennium Green be made in the rear hedge to make safe the "informal" access that has been created. It was agreed an item should be added to the next agenda of this meeting to discuss this and that reference should be made to the Millennium Green/Kings Arms before any action was taken.
- Bus stopping place in Catts' Hill. Parishioner recently had a fall in this location before Christmas. Cllr. Martin to investigate and report at next meeting of this Committee with suggested actions.
- Original letters sent to the Council by Rotherfield School pupils were passed by the Clerk to the Council Chairman to assist him and Cllr. Martin with the compilation of a response.
- Clerk to investigate sighting issues at the Brickyard Lane/Town Row Green junction reported by Cllr. Watson-Smith, and take photos/report outcome of visit.
- Clerk will report to ESCC the pothole in the High Street caused by emergency utility work by SE Water outside the Courtyard; also that the brick paving in the adjacent pavement had been infilled with tarmac instead of brick pavers being reinstated. The

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gully in the pavement has been infilled with tarmac by ESCC due to trip hazard, this pending repair and reinstatement with a grille.

- Castle Hill. Issues caused just prior to Christmas by a large articulated lorry using this route and trying to turn round in a driveway. Owner of property has sent the Council photos of the incident and is in discussion with the transport company involved regarding the damage caused. Clerk to report details of incident to "Operation Crackdown" as lorry has breached 7.5t weight limit on road.
- Clerk has contacted all parties who will require a key to the lockable height barrier which is soon to be installed at the entrance to the Recreation Ground. Clerk will pass details of number of keys required to Cllrs. Martin and Harris who will order them for distribution by **CLERK**.
- Clerk has been made aware of a grit bin, currently bereft of grit, on the Eridge Station forecourt. There is no record of it in the Council's asset register and ESCC claim that it is owned by Withyham Parish Council. Station staff member and local resident discussed this with the Clerk when he recently visited, and also asked if the road outside could be included on the ESCC gritting round. Cllr. Harris reported that there are plentiful quantities of grit held by the Parish Council. **CLERK** to update grit bin list and send to Cllrs. Harris and Martin so that they may inspect and replenish our bins. Will also contact ESCC and suggest that Eridge Station approach be included in the glitter routes.
- Street Lamp at High Cross. Clerk has contacted ESCC lighting team seeking cost of providing "shroud" to eliminate light spill into nearby property, is also to investigate report from Cllr. Martin of an item hanging from the light.
- Clerk to contact ESCC lighting team. It is believed that they are responsible for the maintenance of the SID on the A267 northbound at Mark Cross; this has been reported by the Parish Council as malfunctioning, and ESCC have responded that repairs will not be undertaken until April.
- Snow team information is to be updated/revised and key provided to the Emergency Co-ordinator, Cllr. Wickenden, to allow access to the items stored under the Pre School.

The Chairman declared the formal business of the meeting closed at 21:50.

## 9. PUBLIC FORUM.

None.

***Confirmed as true record and signed by the Chair at the 21<sup>st</sup> March 2017 meeting of this Committee***

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

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